



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.
Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

Regular Meeting February 6, 2024

TELECONFERENCE INFORMATION

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Board may participate by electronic means.

1. Mammoth Teleconference Location – for meetings held on the first and second Tuesday of each month - Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
2. Bridgeport Teleconference Location – for meetings held on the third Tuesday of each Month - Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
3. Zoom Webinar.

Members of the public may participate via the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

To join the meeting by computer:

Visit <https://monocounty.zoom.us/j/86184622677> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 861 8462 2677.

To provide public comment, press the "Raise Hand" button on your screen.

To join the meeting by telephone:

Dial (669) 900-6833, then enter Zoom Webinar 861 8462 2677

To provide public comment, press *9 to raise your hand and *6 to mute/unmute.

If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting: https://monocounty.granicus.com/MediaPlayer.php?publish_id=714fe04d-98f2-4e11-b476-233e3caea796

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5530 or bos@mono.ca.gov. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517) and online at <http://monocounty.ca.gov/bos>. 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 and online.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

2. RECOGNITIONS

A. Election of New 2024 Board Chair

Departments: Board of Supervisors

5 minutes

(Rhonda Duggan, Outgoing Board Chair) - The outgoing Board Chair will call for nominations to elect the Chair of the Board for 2024.

Recommended Action: Elect the new Chair of the Board for 2024.

Fiscal Impact: None.

B. Presentation to Outgoing Board Chair Rhonda Duggan

Departments: Board of Supervisors

5 minutes

(Newly Elected Board Chair) - Presentation to outgoing Board Chair Rhonda Duggan by newly elected Board Chair honoring Supervisor Duggan's service to the Board in 2023.

Recommended Action: None.

Fiscal Impact: None.

C. Election of New 2024 Vice Chair

Departments: Board of Supervisors

5 minutes

(Newly Elected Board Chair) - The newly elected Board Chair will call for

nominations to elect the Vice Chair of the Board for 2024.

Recommended Action: Elect the new Vice Chair of the Board for 2024.

Fiscal Impact: None.

D. Election of New 2024 Chair Pro-Tem

Departments: Board of Supervisors

5 minutes

(Newly Elected Board Chair) - The newly elected Board Chair will call for nominations to elect the Chair Pro-Tem of the Board for 2024.

Recommended Action: Elect the new Chair Pro-Tem of the Board for 2024.

Fiscal Impact: None.

E. Retirement Recognition of Olivia Wilson

Departments: Health and Human Services

10 minutes

(Kathryn Peterson, Health, and Human Services Director and Marjoree Neer, Public Health Nurse) - Proposed proclamation of the Mono County Board of Supervisors recognizing the retirement of Olivia Wilson following 20 years of service to Mono County and the Division of Public Health as a Community Health Outreach Specialist. Ms. Wilson retired from County service on February 1, 2024.

Recommended Action: Adopt proposed proclamation recognizing the retirement of Olivia Wilson.

Fiscal Impact: None.

3. COUNTY ADMINISTRATIVE OFFICER

CAO Report regarding Board Assignments

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

4. DEPARTMENT/COMMISSION REPORTS

Receive brief oral report on emerging issues and/or activities.

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

1. Approval of Board minutes from the January 2024, regular meetings. 2. Approval of corrected Board minutes from the November 7, 2023

Recommended Action: 1. Approve the Board minutes from the January 9, 2024, regular meeting. 2. Approve the Board minutes from the January 16, 2024, regular meeting. 3. Approve the corrected Board minutes from the November 7, 2023, correcting the action for Item #9b.

Fiscal Impact: None.

B. Help America Voting Act Polling Place Accessibility Training Program

Departments: Elections

Help America Vote Act (HAVA) agreement with the California Secretary of State for receipt of up to \$20,000 to be used for the Polling Place Accessibility Training Program.

Recommended Action: Approve entry into an agreement (#23G26126) with the California Secretary of State for receipt of up to \$20,000 to be used for the HAVA Polling Place Accessibility Training Program, and authorize the Mono County Registrar of Voters in consultation with County Counsel to sign said agreement, including future amendments, if any.

Fiscal Impact: Results in unanticipated grant revenue on a reimbursement basis of \$20,000 available to offset training costs.

C. Letter of Support for Bodie Foundation Invitation to George Strait

Departments: County Administrative Office

Letter of support for Bodie Foundation request that George Strait visit Bridgeport for a concert to benefit Bodie.

Recommended Action: Approve and authorize Chair to sign letter of support.

Fiscal Impact: None.

D. Appointment of Dr. Boo to the First 5 Mono County Children and Families Commission

Departments: Clerk of the Board

Appointment of Dr. Boo to the First 5 Mono County Children and Families Commission.

Recommended Action: Appoint Dr. Boo to the Mono County Children and Families Commission to serve a five-year term commencing February 6th, 2024, and expiring February 7, 2029.

E. Fiscal Impact: None.
Appointments to County Service Area #1

Departments: Clerk of the Board

Appointment of Jeffrey Block and Shaun Troy to County Service Area #1 Board.

Recommended Action: 1) Appoint Jeffrey Block to the County Service Area #1 Board for the remainder of the term expiring on November 30, 2024; and 2) Appoint Shaun Troy to the County Service Area #1 Board for the remainder of the term expiring on November 30, 2026.

Fiscal Impact: None.

F. Lease of Office Space in Civic Center to Eastern Sierra Child Support Services

Departments: County Administrative Office

Proposed lease with Eastern Sierra Child Support Services pertaining to leasing space in the Mono County Civic Center.

Recommended Action: Approve and authorize the CAO to sign lease with Eastern Sierra Child Support Services to lease space within the Mono County Civic Center for the period March 1, 2024, through March 1, 2027, at a rate of \$250 per month (\$3,000 per year).

Fiscal Impact: Receipt of \$3,000 annually which reduces of rents paid by departments to cover debt service on the Civic Center Certificates of Participation.

G. A Resolution of the Mono County Board of Supervisors Authorizing the Public Works Director to Accept and Consent to Recordation of Two Easement Deeds for Eastside Lane

Departments: Public Works

Proposed resolution, "A Resolution Of The Mono County Board Of Supervisors Authorizing The Public Works Director To Accept And Consent To Recordation Of Two Easement Deeds For Eastside Lane".

Recommended Action: Adopt proposed resolution.

Fiscal Impact: None.

H. County Membership in Local Chambers of Commerce

Departments: County Administrative Office

A resolution of the Mono County Board of Supervisors declaring a public purpose for and authorizing County membership in Chambers of Commerce within the jurisdictional boundaries of Mono County.

Recommended Action: Adopt proposed resolution.

Fiscal Impact: Total cost to join all Chambers is \$3,975. This will be included in the annual CAO's budget on an ongoing basis.

I. Approval of 2022-23 Victim/Witness Assistance Program Grant

Departments: District Attorney

Resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2022-23) and authorizing the District Attorney to sign for and administer the grant.

Recommended Action: Adopt proposed resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2022-23).

Fiscal Impact: Revenue received in the amount of \$263,153.

J. Approval of 2023-24 Victim/Witness Assistance Program Grant

Departments: District Attorney

Resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2023-24) and authorizing the District Attorney to sign for and administer the grant.

Recommended Action: Adopt proposed resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2023-24).

Fiscal Impact: Revenue in the amount of \$263,211.

K. Resolution to Apply for Drought Relief Program Funding from State Department of Water Resources

Departments: Community Development

Proposed resolution authorizing the Community Development Department to apply for funding from the Department of Water Resources for the Mono County Drought Task Force and Drought Resilience Plan in the amount of \$91,221 and to accept such funds if awarded by execution of the funding agreement.

Recommended Action: 1. Adopt proposed resolution. 2. Find that the proposal is exempt from CEQA per guidelines §15306 - Information Collection and §15307 - Actions by Regulatory Agencies for Protection of Natural Resources and direct staff to file a Notice of Exemption.

Fiscal Impact: If received, grant monies offset costs to create state-mandated drought task force and hire consultant to prepare a resilience plan, which offsets

use of general fund discretionary revenues.

L. CalOES Governing Body Resolution for purposes of Emergency Management Performance Grant and Homeland Security Grant Administration

Departments: Emergency Management

Mono County is a sub-grantee of the State of California for the Homeland Security Grant Program (HSGP) and Emergency Management Performance Grant (EMPG) which is managed by the California Governor's Office of Emergency Services (CalOES). CalOES requires the Board of Supervisors to appoint specific staff to execute for, and on behalf of the County for all actions related to the administration of these grants. The authorization of these specific staff is signified via the Governing Body Resolution (GBR) document which must be approved by the Board of Supervisors. This GBR will cover EMPG and HSGP applications for the next three years. FY2023 grants are listed because they were just released in December 2023.

Recommended Action: Authorize the Board Chair to sign a Governing Body Resolution for CalOES for the purpose of grant submission and administration.

Fiscal Impact: No immediate fiscal impact is associated with this item, however, the annual award to Mono County between the EMPG and HSGP grant programs is roughly \$210,000 with EMPG requiring 100% match and HSGP requiring no match from County funds.

M. Department of Health Care Services (DHCS) and California Department of Social Services (CDSS) Privacy and Security Agreements (PSA) Extension

Departments: Health and Human Services

The Department of Health Care Services (DHCS) and California Department of Social Services (CDSS) both have Privacy and Security Agreements (PSA) with Mono County Social Services. DHCS and CDSS will be electing to use the available 6-month extension detailed within both of their 2022 PSA agreements with the County to extend the term of the current PSAs through September 2024 which will allow time for review of the PSA renewal. This item is to provide DHCS and CDSS with written acknowledgement of the County's agreement to the 6-month extension.

Recommended Action: Agree to extend the Privacy and Security Agreements between Mono County and the DHCS and CDSS through September 1, 2024, and authorize Mono County Health and Human Services Director, Kathy Peterson, to execute a document memorializing such extension upon its issuance.

Fiscal Impact: None.

N. Resolution Authorizing Amendment of the Mono County Allocation List for the Health and Human Services Department

Departments: Health and Human Services

Proposed resolution amending the County of Mono list of allocated positions to eliminate one Fiscal Technical Specialist IV and add one Community Health Outreach Specialist in the Health and Human Services Department for the purposes of better meeting the business needs of the department.

Recommended Action: Adopt proposed 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 Technical Specialist IV and add one Community Health Outreach Specialist in the Health and Human Services Department.

Fiscal Impact: None.

O. Adopt the Capital Improvement Program (CIP)

Departments: Public Works

Review 2023 Capital Improvement Plan (CIP).

Recommended Action: Adopt the 2023 Capital Improvement Plan.

Fiscal Impact: The CIP affects numerous future budgets. As funding becomes available, the County Administrative Officer will recommend inclusion of project appropriations in future year operating budgets.

P. Adopt 2024-25 Federal Legislative Platform

Departments: County Administrative Office

In 2022, Mono County engaged the services of The Ferguson Group (TFG), to support County efforts concerning Federal funding and policy. With TFG's assistance, Mono County adopted the 2023/24 Platform on January 18, 2023, and was allocated \$3,000,000 for radio system improvements in the FY2023 Omnibus Appropriations Bill. Members of the Board of Supervisors will attend the National Association of Counties' Legislative Conference taking place in Washington from February 10-13, 2024. The 2024 Federal Platform will continue to guide Mono County's Federal legislative and agency advocacy efforts throughout the 118th Congress.

Recommended Action: Staff recommends that the Board: 1) Receive the Federal Platform as proposed; and 2) adopt the Platform as the basis for Board and staff advocacy during the 118th Congress, subject to future revision.

Fiscal Impact: None.

Q. Monthly Treasury Transaction Report

Departments: Finance

Treasury Transaction Report for the month ending 12/31/2023.

Recommended Action: Approve the Treasury Transaction Report for the month ending 12/31/2023.

Fiscal Impact: None.

R. Quarterly Investment Report

Departments: Finance

Investment Report for the Quarter ending 12/31/2023.

Recommended Action: Approve the Investment Report for the Quarter ending 12/31/2023.

Fiscal Impact: None.

6. CORRESPONDENCE RECEIVED - NONE

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

7. REGULAR AGENDA - MORNING

A. Overview of Eastern Sierra Council of Governments (ESCOG) Activities

Departments: Board of Supervisors

25 minutes

(Elaine Kabala, ESCOG Executive Director) - Overview of the Eastern Sierra Council of Governments (ESCOG) organization and its current projects. The current projects of the ESCOG include: the Eastern Sierra Pace and Scale Accelerator supporting NEPA compliance for the Eastern Sierra Resilient Climate and Communities Project, the Buttermilk Infrastructure and Recreation Planning Initiative, the Towns-to-Trails planning initiative, regional coordination for the Eastern Sierra sub region of the California Jobs First Initiative (formerly Community Economic Resiliency Fund (CERF)), and other regional planning and economic development initiatives.

Recommended Action: None, informational only.

Fiscal Impact: None.

B. Appointments of Supervisors to Boards, Commissions, and Committees for 2024

Departments: Clerk of the Board

5 minutes

(Queenie Barnard, Clerk-Recorder-Registrar) - Mono County Supervisors serve on various boards, commissions, and committees for one-year terms that expired

on December 31, 2023. Each January, the Board of Supervisors makes appointments for the upcoming year. The Board of Supervisors made appointments for 2024 at the January 9, 2024, meeting. However, due to Supervisor Peters' absence, this item is being brought forward again to make any additional changes.

Recommended Action: Appoint Supervisors to boards, commissions, and committees for 2024.

Fiscal Impact: None.

C. Election Education Series Part 3: Voting In Person at a Poll Place vs Voting by Mail

Departments: Elections

15 minutes

(Queenie Barnard, Clerk-Recorder-Registrar) - In anticipation of the upcoming March 5, 2024, Presidential Primary Election, the Mono County Registrar will be presenting a four-part Election Education Series to the Board of Supervisors and public. Part 3 of the series will review Voting In Person at a Poll Place vs Voting by Mail.

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

Fiscal Impact: None.

D. Determination of Public Convenience or Necessity (PCN) for Alcoholic Beverages Licenses

Departments: Clerk of the Board

10 minutes

(Queenie Barnard, Clerk-Recorder-Registrar) - Letter received by the Department of Alcoholic Beverage Control (ABC) regarding the Public Convenience or Necessity (23958.4 CA Business & Professions Code) Designation of Subordinate Officer or Body.

Recommended Action: Provide direction to staff regarding whether the Board wishes to: 1. Make its own determinations regarding Public Convenience or Necessity (PCN) for applications for an ABC license; 2. Delegate the authority to make such determinations to a designated staff person; or 3. Decline to make such determinations, in which case the determinations would be made by the Department of Alcoholic Beverage Control.

Fiscal Impact: None.

E. Ordinance Amending Mono County Code Section 3.04.030 - Purchasing

Departments: County Administrative Office and County Counsel

10 minutes

(Sandra Moberly, County Administrative Officer) - Proposed ordinance amending subsection A of Mono County Code Section 3.04.030 regarding processes for contracts, purchase orders and invoices.

Recommended Action: Introduce, read title, and waive further reading of proposed ordinance. Provide any desired direction to staff.

Fiscal Impact: None.

F. Mono County Jail Facility - Update

Departments: Public Works

10 minutes

(Paul Roten, Public Works Director) - Presentation by Public Works Director, Paul Roten regarding the progress in constructing a new Mono County Jail on Twin Lakes Road in Bridgeport.

Recommended Action: None, informational only.

Fiscal Impact: None.

G. Proposition 1 on March 2024 Ballot: Governor's "Transformation of Behavioral Health Services"

Departments: Behavioral Health

30 minutes

(Robin Roberts, Behavioral Health Director) - Presentation by Robin K. Roberts, Director of Mono County Behavioral Health, regarding Proposition 1 on March 2024 Ballot: Governor's "Transformation of Behavioral Health Services" and its impacts on Mono County Behavioral Health.

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

Fiscal Impact: None at this time.

H. Update on COVID-19 Guidance

Departments: Health and Human Services

10 minutes

(Kathryn Peterson, Health and Human Services Director and Dr. Boo, Mono County Health Officer) - Update provided by Kathryn Peterson, Health and Human Services Director and Dr. Boo, Mono County Health Officer regarding the COVID-19 guidance.

Recommended Action: None, informational only.

I. **Fiscal Impact:** None
Appropriation and Reallocation of Funds to Meet Housing Needs

Departments: County Administrative Office

15 minutes

(Tyrone Grandstrand, Housing Opportunities Manager) - Request to transfer committed funds and one-time funds previously allocated to Public Utility District Loans to the Affordable Housing Fund.

Recommended Action: 1. Approve the appropriation of the \$1.5 million previously allocated for housing in the affordable housing budget unit to be included at Mid-year 2. Approve reallocation of the \$2.5 million previously committed to Public Utility District (PUD) Loans for affordable housing 3. Direct staff transfer the outstanding \$1 million loan to the Bridgeport PUD upon repayment for affordable housing 4. Direct staff bring back the full \$1.5 million reallocated to housing for appropriation in the affordable housing fund as part of the Mid-year

Fiscal Impact: Transfer of \$1.5 million, previously allocated, to the Affordable Housing Fund. Reallocation of \$2.5 million previously allocated to the Public Utility District Loans to housing, including future transfer of \$1 from outstanding loan to Bridgeport PUD upon repayment. Altogether, this item if approved dedicates a total of \$4 million to affordable housing efforts.

J. **Permanent Local Housing Allocation Award and Match, and Creation of a Local Housing Trust Fund**

Departments: County Administrative Office

30 minutes (10 minute presentation; 20 minute discussion)

(Tyrone Grandstrand, Housing Opportunities Manager) - Resolution Committing to matching the Permanent Local Housing Allocation (PLHA) award of \$327,826 and create a Local Housing Trust Fund (LHTF) to meet requirements of the PLHA award.

Recommended Action: Adopt proposed resolution committing PLHA match and creating Local Housing Trust Fund.

Fiscal Impact: Transfer \$327,826 from Affordable Housing Fund to the newly created Local Housing Trust Fund.

K. **Terms and Conditions of Employment for Michelle Raust as Health, and Human Services Deputy Director**

Departments: Health and Human Services

10 minutes

(Kathryn Peterson, Health and Human Services Director) - Agreement Regarding Terms and Conditions of Employment for Michelle Raust as Health and Human

Services Deputy Director for Mono County, an at-will position, at Range 18, Step B.

Recommended Action: Announce fiscal impact and approve Agreement Regarding Terms and Conditions of Employment for Michelle Raust as Health and Human Services Deputy Director for Mono County, an at-will position, at Range 18, Step B.

Fiscal Impact: This item increases spending for the remainder of this fiscal year by \$3,303, of which \$2,445 is salary and \$858 is benefits. If this item is approved, the annual cost will be \$192,941, of which \$133,483 is salary and \$59,458 is benefits. The fiscal impact of this item is included in the Health and Human Services FY 2023-24 adopted budget.

8. CLOSED SESSION

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Existing Litigation

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: *County of Mono, et al. v. Liberty Utilities, et al.* (U.S. District Court for the Central District of California Case No.: 2:21-cv-00769-GW-JPR).

C. Closed Session – Real Property Negotiation

Closed Session – Real Property Negotiation – CONFERENCE WITH REAL PROPERTY NEGOTIATOR. Government Code section 54956.8. Property Address: 2784 Highway 158, June Lake, CA County Negotiator: Sandra Moberly, Tyrone Grandstrand. Negotiating Parties: Don Morton and County of Mono. Under Negotiation: Price, terms, and conditions.

D. Closed Session - Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Title: County Counsel.

E. Closed Session - Public Employee Evaluation

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

9. 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 6, 2024

Departments: Board of Supervisors

TIME REQUIRED 5 minutes

SUBJECT Election of New 2024 Board Chair

**PERSONS
APPEARING
BEFORE THE
BOARD**

Rhonda Duggan, Outgoing Board
Chair

AGENDA DESCRIPTION:

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

The outgoing Board Chair will call for nominations to elect the Chair of the Board for 2024.

RECOMMENDED ACTION:

Elect the new Chair of the Board for 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

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 6, 2024

Departments: Board of Supervisors

TIME REQUIRED 5 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD** Newly Elected Board Chair

SUBJECT Presentation to Outgoing Board
Chair Rhonda Duggan

AGENDA DESCRIPTION:

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

Presentation to outgoing Board Chair Rhonda Duggan by newly elected Board Chair honoring Supervisor Duggan's service to the Board in 2023.

RECOMMENDED ACTION:

None.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time

Who

Approval



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Board of Supervisors

TIME REQUIRED 5 minutes

PERSONS APPEARING BEFORE THE BOARD Newly Elected Board Chair

SUBJECT Election of New 2024 Vice Chair

AGENDA DESCRIPTION:

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

The newly elected Board Chair will call for nominations to elect the Vice Chair of the Board for 2024.

RECOMMENDED ACTION:

Elect the new Vice Chair of the Board for 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

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 6, 2024

Departments: Board of Supervisors

TIME REQUIRED 5 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Newly Elected Board Chair

SUBJECT Election of New 2024 Chair Pro-Tem

AGENDA DESCRIPTION:

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

The newly elected Board Chair will call for nominations to elect the Chair Pro-Tem of the Board for 2024.

RECOMMENDED ACTION:

Elect the new Chair Pro-Tem of the Board for 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

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 6, 2024

Departments: Health and Human Services

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Kathryn Peterson, Health, and Human
Services Director and Marjoree Neer,
Public Health Nurse

SUBJECT Retirement Recognition of Olivia
Wilson

AGENDA DESCRIPTION:

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

Proposed proclamation of the Mono County Board of Supervisors recognizing the retirement of Olivia Wilson following 20 years of service to Mono County and the Division of Public Health as a Community Health Outreach Specialist. Ms. Wilson retired from County service on February 1, 2024.

RECOMMENDED ACTION:

Adopt proposed proclamation recognizing the retirement of Olivia Wilson.

FISCAL IMPACT:

None.

CONTACT NAME: Kathy Peterson

PHONE/EMAIL: 7609241763 / kpeterson@mono.ca.gov

SEND COPIES TO:

kpeterson@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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|---|
| <p>Click to download</p> <p> Proclamation</p> |
|---|

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/22/2024 3:39 PM | County Counsel | Yes |
| 1/29/2024 3:26 PM | Finance | Yes |

1/30/2024 9:12 AM

County Administrative Office

Yes



***PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS
RECOGNIZING THE RETIREMENT OF OLIVIA WILSON***

WHEREAS, Olivia Wilson began working for the Mono County Public Health Department at the Mammoth Lakes office in 2004 as a Fiscal Technical Specialist; and

WHEREAS, in 2006 Olivia was promoted to the position of Community Health Outreach Specialist where, among other roles, she began her steadfast commitment to serving vulnerable children and families as a case manager for the California Children’s Services program; and

WHEREAS, Olivia also served as a capable and trusted bi-lingual Spanish language interpreter and translator, helping to ensure access to public health services for all; and

WHEREAS, colleagues praise Olivia for her work ethic, calm demeanor, quiet commitment, and leading by example, showing sincere concern for the well-being of the public; and

WHEREAS, after dedicating 20 years of service to the Mono County Division of Public Health, Olivia now wishes to retire and devote her time to helping animals at the Inyo County Animal Shelter, serving as a board member with the non-profit Eastern Sierra Dog Rescue, and spending time with friends and family; and

WHEREAS, Olivia will be greatly missed by her Mono County colleagues.

NOW, THEREFORE, BE IT RESOLVED, Olivia concluded her 20-year career with the Health and Human Services Department, Division of Public Health on February 1, 2024; and

BE IT FURTHER RESOLVED, the Mono County Board of Supervisors and the Mono County Health and Human Services Department hereby extend a most sincere “THANK YOU” in appreciation for Olivia’s years of dedicated service.

APPROVED AND ADOPTED this 6th day of February 2024 by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Bob Gardner, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

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)

1. Approval of Board minutes from the January 2024, regular meetings.
2. Approval of corrected Board minutes from the November 7, 2023

RECOMMENDED ACTION:

1. Approve the Board minutes from the January 9, 2024, regular meeting.
2. Approve the Board minutes from the January 16, 2024, regular meeting.
3. Approve the corrected Board minutes from the November 7, 2023, correcting the action for Item #9b.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
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| <input type="checkbox"/> November 7, 2023 DRAFT Meeting Minutes |
| <input type="checkbox"/> January 9, 2024 DRAFT Minutes |
| <input type="checkbox"/> January 16, 2024 DRAFT Minutes |

History

Time

Who

Approval

1/30/2024 2:58 PM

County Counsel

Yes

1/19/2024 3:47 PM

Finance

Yes

1/30/2024 3:19 PM

County Administrative Office

Yes



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

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

Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

**Regular Meeting
November 7, 2023**

Backup Recording

Minute Orders

Resolutions

Ordinance

Zoom

M23-246 – M23-260

R23-095 - R23-099

ORD23-007 Used

9:00 AM Meeting called to order by Chair Duggan.

Supervisors Present: Duggan, Gardner, Kreitz, Salcido, and Peters. (All members were present in-person or participated via teleconference in compliance with rules established by the Ralph M. Brown Act).

Supervisors Absent: None.

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 Gardner.

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Paula Richards, Rock Creek Ranch:

- Asked the Board to agenda her project.

2. RECOGNITIONS

A. Retirement Recognition of Claude Fiddler for His Years of Service with Mono County

Departments: Public Works - Facilities

Note:

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

(Paul Roten, Public Works Director) - Proposed proclamation of the Mono County Board of Supervisors recognizing Claude Fiddler for his years of service to Mono County and the Department of Public Works.

Action: Approved proclamation recognizing Claude Fiddler as amended.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

M23-246

Paul Roten, Public Works Director:

- Presented item.

Stacey Simon, County Counsel:

- Clarified the date and will update the proclamation.

3. COUNTY ADMINISTRATIVE OFFICER

Sandra Moberly, County Administrative Officer:

- Update on Tyrone Grandstrand and the Housing Opportunities Manager position moving forward.

4. DEPARTMENT/COMMISSION REPORTS

Queenie Barnard, Clerk-Recorder-Registrar-Clerk of the Board of Supervisors:

- Update on the Elections today for the Tri-Valley Ground Water Management District.
- Update on Primary Elections in March of 2024 for candidate filings.

Stacey Simon, County Counsel:

- Clarified bringing the Elections update back to the Board for further discussion as an agenda item.

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 Board minutes from July 2023, regular meetings. Approval of Board minutes from August 2023, regular meetings. Approval of Board minutes from the August 2023, special meeting.

Action: 1. Approved the Board minutes from the July 11, 2023, regular meeting. 2. Approved the Board minutes from the July 18, 2023, regular meeting. 3. Approved the Board minutes from the August 1, 2023, regular meeting. 4. Approved the Board minutes from the August 8, 2023, regular meeting. 5. Approved the Board minutes from the August 15, 2023, regular meeting. 6. Approved of Board minutes from the August 10, 2023, special meeting.

Note:

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

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-247

B. In-Home Supportive Services Non-Profit Consortium Rate Change Request

Departments: Health and Human Services

Seeking Board approval for an In-Home Supportive Services Public Authority/Non-Profit Consortium (PA/NPC) Rate Change Request and associated change in administrative costs for submission to the California Department of Social Services.

Action: Approved the proposed In-Home Supportive Services (IHSS) Public Authority/Non-Profit Consortium (PA/NPC) Rate Change Request and associated change in administrative costs.

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-248

C. Organizational Mind Group Contract Amendment - Behavioral Health Department Consulting Services

Departments: Behavioral Health

Proposed contract amendment with Beth A. Cohen, Ph.D., dba Organizational Mind Group pertaining to management consulting services provided to the Behavioral Health Department.

Action: Approved, and authorized Chair, to sign, contract amendment with Beth A. Cohen, Ph.D., dba Organizational Mind Group for management consulting services provided to the Behavioral Health Department for the period through December 31, 2023, and a not-to-exceed amount of \$55,000. The new total contract limit would be \$140,000.

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-249

D. At-Will Salary Matrix Amendment

Departments: Human Resources

Proposed resolution of the Mono County Board of Supervisors directing the County Administrative Officer to amend the salary matrix applicable to at-will employees and elected department heads enacted by Resolution R23-016 to increase the salary rate for the Range 27 Step E position, applicable to the

Note:

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

Public Health Officer.

Action: Adopted Resolution.R23-095, Amending the salary matrix applicable to at-will employees and elected department heads enacted by Resolution R23-016 to increase the salary rate for the Range 27 Step E position, applicable to the Public Health Officer.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

R23-095

E. Resolution Authorizing Amendment of the Mono County Allocation List for the Clerk Recorder's Office

Departments: Human Resources and Clerk Recorder

Proposed 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 Technical Specialist IV and add one Administrative Services Specialist in the department of the Clerk Recorder.

Action: None, item pulled.

F. Resolution Authorizing the Amendment to the Mono County Allocation List for Public Works

Departments: Human Resources and Public Works

Proposed 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 Administrative Services Specialist and add one Fiscal and Administrative Services Officer in the Department of Public Works.

Action: Adopted Resolution R23-096, Authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to eliminate one Administrative Services Specialist and add one Fiscal and Administrative Services Officer in the Department of Public Works.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

R23-096

G. Agreement with Victoria L. Campbell, Esq. for the Provision of Indigent Defense Services

Departments: County Administrative Office

Proposed contract with Victoria L. Campbell, Esq. for the provision of indigent defense services in Mono County.

Action: Approved, and authorized Chair to sign, contract with Victoria L.

Note:

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

Campbell, Esq. for the provision of indigent defense services for the period December 11, 2023, through December 10, 2025, with option to extend, and a not-to-exceed amount of \$16,065/month with 2% automatic annual increases.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

M23-250

H. Public Works Reclassification

Departments: Public Works

Reclassification of Judy Curti into the position of Fiscal and Administrative Services Officer, starting at step B.

Action: Approved Judy Curti's reclassification to Fiscal and Administrative Services Officer at the pay rate of Range 79, Step B, of the Mono County Public Employee Pay Matrix.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

M23-251

I. Rock Creek Snow Removal Agreement

Departments: Public Works

Proposed resolution to provide snow removal services along Rock Creek Road for the State Department of Parks and Recreation.

Action: 1. Adopted Resolution R23-097, Authorizing entry into an agreement with California State Parks for snow removal services at Rock Creek SNO-Park.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

R23-097

2. Authorized Public Works Director to sign agreement C23550014 between the California Department of Parks and Recreation and Mono County Public Works.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

M23-252

J. Memorandum of Understanding with Eastern Sierra Unified School District

Departments: Probation

Memorandum of Understanding (MOU) with Eastern Sierra Unified School District to provide funding for after-school programs within the District using Proposition 64 Public Health and Safety Grant funds.

Action: Approved County to enter into MOU with Eastern Sierra Unified School District and authorize County Administrative Officer to execute said MOU on behalf of the County.

Note:

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

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-253

K. Monthly Treasury Transaction Report

Departments: Finance

Treasury Transaction Report for the month ending 9/30/2023.

Action: Approved the Treasury Transaction Report for the month ending 9/30/2023.

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-254

L. Quarterly Investment Report

Departments: Finance

Investment Report for the Quarter ending 9/30/2023.

Action: Approved the Investment Report for the Quarter ending 9/30/2023.

Peters moved; Salcido seconded
Vote: 5 Yes, 0 No
M23-255

6. CORRESPONDENCE RECEIVED

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

A. Governor's Proclamation for the March 5, 2024, Presidential Primary Election

Departments: Elections

A proclamation by the Governor of the State of California that the Presidential Primary Election will be held throughout the state on Tuesday, March 5, 2024.

B. Correspondence between Congressman Kiley's Office and the United States Postal Service regarding the Bridgeport Post Office

Departments: County Administrative Office

Correspondence received between Congressman Kiley's office to the United States Postal Service regarding the Bridgeport Post Office.

Supervisor Peters:

- Asked to agendize this for further discussion.

Note:

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

7. REGULAR AGENDA - MORNING

A. Winter Seasonal Outlook Presentation

Departments: Clerk of the Board

(Dawn Johnson, National Weather Service (NWS) Reno) - Presentation by Dawn Johnson of the National Weather Service in Reno regarding the 2023/24 Winter Weather Outlook.

Action: None.

Dawn Johnson, National Weather Service (NWS) Reno:

- Presented item.

B. Winter Operations Update - Caltrans

Departments: Clerk of the Board

(Ryan Dermody, District 9 Director, Terry Erlwein, Deputy District 9 Director for Maintenance, Operations, and Andy Richard, Caltrans Maintenance Manager) - Presentation by Ryan Dermody, Terry Erlwein, and Andy Richard of Caltrans regarding the 2023 - 24 Winter Operations update.

Action: None.

Ryan Dermody, District 9 Director:

- Presented item.

Terry Erlwein, Deputy District 9 Director:

- Presented item.

Joshua Luadquisa, Caltrans Maintenance Area Superintendent:

- Presented item.

Public Comment:

Sarah Walsh:

- Discussed the closure of highway 158 and the impact of the closure on the local businesses.

Wendy Sugimura, Community Development Director:

- Clarified signage update.

Break: 10: 40 AM

Reconvened: 10:58 AM

C. 2023 Winter Storm Response and 2024 Winter Preparedness

Departments: Emergency Management

(Chris Mokracek, Director of Emergency Management) - Presentation by Chris Mokracek regarding the County's response to the 2023 winter storms and 2024

Note:

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

Winter preparedness.

Action: None.

Chris Mokracek, Director of Emergency Management:

- Presented item.

D. Update from The Ferguson Group on Mono County Advocacy Services

Departments: County Administrative Office

(Kristi More, TFG (The Ferguson Group)) - The Ferguson Group, LLC (TFG) is under contract with Mono County to provide federal advocacy, consulting, and grant services. Additionally, TFG works with staff to identify funding opportunities for the County's high-priority projects and works to assist the County in implementing the federal legislative platform and strategy. TFG will provide an update on their work with the County and the potential federal government shutdown.

Action: None.

Kristi More, TFG (The Ferguson Group):

- Presented item.
- Introduced Jeremiah Van Auken.

E. Mono County Jail Facility - Update

Departments: Public Works

(Paul Roten, Public Works Director) - Presentation by Public Works Director, Paul Roten regarding the progress in constructing a new Mono County Jail on Twin Lakes Road in Bridgeport.

Action: None.

Paul Roten, Public Works Director:

- Presented item.

Stacey Simon, County Counsel:

- Announced that we are moving to Closed Session, we will reconvene with Item #9a, and then move onto Item #7f.

Moved to Closed Session.

F. Capital Improvement Plan Workshop

Departments: Public Works

(Paul Roten, Public Works Director) - Workshop for presenting the list of projects on the proposed Mono County 2023 Capital Improvement Plan (CIP) and discuss the programming of available financial resources.

Action: None.

Paul Roten, Public Works Director:

- Presented item.

Note:

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

G. 2024 Calendar of Meetings of the Board of Supervisors

Departments: Clerk of the Board

(Queenie Barnard, Clerk-Recorder-Registrar-Clerk of the Board of Supervisors)
- Rule 3 of the Mono County Board Rules of Procedure specifies that an annual calendar of meetings shall be adopted by the Board at its first meeting in January. These Rules are intended to expedite the transaction of business of the Board in an orderly fashion, and are deemed to be procedural only, therefore the Board can adopt the calendar before the first meeting in January. The failure to strictly observe the application of the Rules shall not affect the jurisdiction of the Board or invalidate any action taken at a meeting that is otherwise held in conformity with the law. The calendar will include all known regular meetings. Any meeting may be canceled upon the order of the Chair or by a majority of Board members.

Action: Approved calendar of meetings for 2024, with the cancellation of January 2, February 13, July 16, and November 19.

Kreitz moved; Peters seconded

Vote: 5 Yes, 0 No

M23-256

Queenie Barnard, Clerk-Recorder-Registrar-Clerk of the Board of Supervisors:

- Presented item.

H. Appointment of 2024 Rural County Representatives of California (RCRC) Delegate and Alternates

Departments: Clerk of the Board

(Queenie Barnard, Clerk-Recorder-Registrar-Clerk of the Board of Supervisors)
- The Mono County Board of Supervisors must appoint a Delegate and Alternate(s) to serve on the Rural County Representatives of California (RCRC) Board of Directors, Golden State Finance Authority (GSFA) Board of Directors, Golden State Connect Authority (GSCA) Board of Directors, and Environmental Services Joint Powers Authority (ESJPA) Board of Directors for 2024. Supervisor Duggan is currently the 2023 RCRC, GSFA, GSCA, and ESJPA Delegate. Supervisor Peters is currently the 2023 RCRC, GSFA, GSCA, and ESJPA First Alternate. Previously, the Solid Waste Superintendent was the 2023 RCRC, ESJPA Second Alternate.

Action: 1) Appointed Supervisor Duggan as the 2024 RCRC, GSFA, GSCA, and ESJPA Delegate; and 2) Appointed a Supervisor Salcido as the 2024 RCRC, GSFA, GSCA, and Supervisor Duggan as the ESJPA First Alternate; and 3) Appointed Chad Senior as the 2024 RCRC ESJPA Second Alternate.

Peters moved; Kreitz seconded

Vote: 5 Yes, 0 No

M23-257

Note:

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

Queenie Barnard, Clerk-Recorder-Registrar-Clerk of the Board of Supervisors:

- Presented item.

I. 2023/2024 California State Association of Counties (CSAC) Nominations

Departments: Board of Supervisors

(Queenie Barnard, Clerk – Recorder – Registrar – Clerk of the Board of Supervisors) - Nomination of a member and alternate to serve on the California State Association of Counties (CSAC) Board of Directors for 2023/2024.

Appointment of individuals nominated by the Board is made by the CSAC Executive Committee and appointments are for one year. Supervisor Peters is currently the member and Supervisor Kreitz is currently the alternate.

Action: Nominated Supervisor Peters of the Board of Supervisors to serve on the CSAC Board of Directors for the 2023/2024 Association year beginning on November 13, 2023; also, nominated Supervisor Kreitz as the alternate member.

Salcido moved; Gardner seconded

Vote: 5 Yes, 0 No

M23-258

Queenie Barnard, Clerk – Recorder – Registrar – Clerk of the Board of Supervisors:

- Presented item.

Supervisor Salcido:

- Nominated Supervisor Peters as member and Kreitz as alternate member.

J. Terms and Conditions of Employment for Thomas Boo, MD as Public Health Officer

Departments: Health and Human Services

(Kathryn Peterson, Health, and Human Services Director) - The County has selected Thomas Boo, MD to serve as the permanent Public Health Officer for Mono County. Board approval is sought to confirm proposed terms and conditions of employment with a starting date of November 7, 2023.

Note:

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

Action: Announced fiscal impact and adopted Resolution R23-098, Approving Agreement Regarding Terms and Conditions of Employment for Thomas Boo, MD as Public Health Officer.

Fiscal Impact: The cost of this position for the remainder of Fiscal Year (FY) 2023-24 is \$123,005, of which \$86,046 is salary and \$36,959 is benefits. If this item is approved, the annual cost will be \$188,126, of which \$131,600 is salary and \$56,526 is benefits. The fiscal impact of this item is included in the Health and Human Services FY 2023-24 adopted budget.

Gardner moved; Salcido seconded

Vote: 5 Yes, 0 No

R23-098

Kathryn Peterson, Health, and Human Services Director:

- Presented item.

Moved to Item #9b.

8. CLOSED SESSION

Closed Session: 12:07 PM

Reconvened: 1:39 PM

Chair Duggan:

- Item d. - Directed staff to explore other uses for the property that meet our priorities that could include housing.
- Item e. – Directed staff to move forward with the Chapter 7 Public Sale and not pursue the purchase of property at 15 White Mountain Drive, Chalfant CA 93512.

Stacey Simon, County Counsel:

- Clarification on Item e. sale will not move forward tomorrow due to a missed deadline for deposit therefore sale will be moved forward to February.

Moved to Item #9a.

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Real Property Negotiation

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 264 Highway 182, Bridgeport, CA. County

Note:

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

Negotiator: Mary Booher and Sandra Moberly. Negotiating Parties: Garth Moore and County of Mono. Under Negotiation: Price, terms, and conditions.

C. Closed Session - Real Property Negotiation

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 34 Kirkwood Street, Bridgeport, CA. County Negotiator: Mary Booher and Sandra Moberly. Negotiating Parties: Brianna Brown and County of Mono. Under Negotiation: Price, terms, and conditions.

D. Closed Session – Real Property Negotiation

CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property APN: 37-050-06. Negotiating Parties: County of Mono and Mammoth Dog Teams. County Negotiators: Sandra Moberly, Paul Roten and Stacey Simon.

E. Closed Session – Real Property Negotiation

Closed Session – Real Property Negotiation – CONFERENCE WITH REALPROPERTY NEGOTIATOR. Government Code section 54956.8. Property Address: 15 White Mountain Drive, Chalfant CA 93512 County Negotiator: Sandra Moberly, Mary Booher Negotiating Parties: Mono County Treasurer/Tax Collector Under Negotiation: Price, terms, and conditions.

F. Closed Session - Existing Litigation

Closed Session – Existing Litigation - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Mono v. KR Property et al. Case number: CV200081

G. Closed Session - Public Employee Evaluation

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

9. REGULAR AGENDA - AFTERNOON

A. Housing Update

Departments: County Administrative Office
(Mary Booher, Retired Annuitant – Special Projects) - Presentation by Mary Booher providing an update on activities related to increasing housing in Mono County.

Action: None.

Mary Booher, Retired Annuitant – Special Projects:

- Presented item.

Sandra Moberly, County Administrative Officer:

- Offered to bring this item coming back for further discussion.

Note:

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

Public Comment:

Don Morton:

- Discussed the June Lake project.

Moved to Item #7f.

B. Request from Mammoth Lakes Housing for Funding for Access Apartments

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - In 2017, Mammoth Lakes Housing (MLH) purchased a property at 238 Sierra Manor Road in Mammoth Lakes to provide additional affordable housing for the community. The proposed project includes converting the existing buildings into 11 one-bedroom apartments and six garages. MLH has secured a number of different funding sources for this project but, due to increasing construction costs of the project, has not secured full funding for the project. MLH is requesting additional funding for the project and has noted that there is a \$2.8M gap currently. The Housing Ad Hoc Committee discussed this project and recommended that the County allocate \$600,000 in funding in order to help close the gap for construction of the project.

Action: Approved the \$600,000 in funding from the County to help close the gap for construction of this project.

Gardner moved; Salcido seconded

Vote: 4 Yes, 1 No

M23-260

Patricia Robertson, Mammoth Lakes Housing:

- Presented item.

Public Comment:

In person Mono Lake Room:

1. Sandy Logan, resident:
 - support for the project
2. Paul McFarlan:
 - support for the project
3. Jake Supa:
 - support for the project
4. Elin Ljung:
 - support for the project
5. Contractor:
 - Discussed the engineering of the project.

Vote:

Chair Duggan: Y

Supervisor Gardner: Y

Supervisor Kreitz: Y

Supervisor Peters: N

Supervisor Salcido: Y

Note:

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

C. Clarification that Moratorium on Overnight Rentals for Duplex and Multi-Family Residential Units was not Approved

Departments: Community Development

(Wendy Sugimura, Community Development Director) - Clarification that the moratorium on overnight rentals in multi-family residential units heard by the Board on Oct. 10, 2023, was not approved, because a 4/5 vote was needed, and 3 Board members voted in favor while 2 voted against. Opportunity for one of the three Board members who voted in favor of the moratorium to make a motion to reconsider the item now that it has been clarified that a 4/5 vote is required, as allowed by Board Rules of Procedure, Rule 30.

Action: Motion to reconsider (4/5 vote is required). Motion failed.

Wendy Sugimura, Community Development Director:

- Presented item.

Moved to Item 9e.

Vote:

Chair Duggan: N

Supervisor Gardner: Y

Supervisor Kreitz: N

Supervisor Peters: N

Supervisor Salcido: Y

Supervisor Kreitz left after this item.

D. Potential Moratorium on Overnight Rentals in Duplex and Multi-Family Units

Departments: Community Development

(Wendy Sugimura, Community Development Director) - If motion to reconsider is adopted during prior item, consider proposed ordinance Temporarily Suspending New Short-Term and Transient Rentals of Duplex & Multi-Family Dwelling Units in All Land Use Designations except Commercial Lodging (CL).

Action: None, item pulled.

E. Policy Discussion on Residential Use of Recreational Vehicles (RVs)

Departments: Community Development

(Wendy Sugimura, Community Development Director) - Presentation on policies and options regarding residential use of RVs in unincorporated Mono County.

Action: None, item tabled to 12/5 meeting.

Public Comment:

Elin Ljung:

Note:

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

- Discussed the order of the housing items and suggested that the housing items be placed on the agenda earlier.

Jake Suppa:

- Discussed the possibility of provision options offered in the future.

Supervisor Gardner:

- Item tabled to the 12/5 meeting.

Moved to Adjournment.

10. BOARD MEMBER REPORTS

Chair Duggan:

- No report.

Supervisor Gardner:

- On Thursday Oct. 19 I participated in the regular meeting of the Eastern Sierra Council of Governments. Topics at that meeting included an update on regional air service in Bishop, a discussion about regional parks and athletic fields capacity, an update on the Community Economic Resiliency Fund (CERF), approval of the Comprehensive Economic Development Strategy (CEDS), and an update on Inyo Mono Broadband Consortium activities.
- Also, on Oct. 19 I participated in a meeting of the Financial Advisory Team which is part of the Eastern Sierra Climate and Community Resilience Project. We reviewed financial details and plans for the project.
- On Wednesday, Oct. 25 I attended a webinar about Mono Lake sponsored by the Southern California Water Dialogue.
- Also, on Oct. 25 I participated in a meeting of the Mono Basin RPAC. Topics at that meeting included the Regional Transportation Plan, and updates on the Pumice Valley Landfill and Conway Ranch.
- On Thursday, Oct. 26 I chaired the quarterly meeting of the Collaborative Planning Team. Topics at that meeting included a discussion about the use of RVs as residences and a presentation about the Regional Transportation Plan.
- On Oct. 27 I participated in a webinar with the Recreate Responsibly organization. This was an excellent review of ongoing responsible recreation activities across the nation and in California.
- Last Friday, Nov. 3, I participated in the monthly meeting of the Kutzadika Tribal Council. We discussed the status of the Tribe's Federal Recognition legislation in Congress.
- Yesterday I joined others in the region for the monthly meeting of the Eastern Sierra Sustainable Recreation Partnership. We reviewed several ongoing projects and got an update on the CERF status and ESCOG activities.
- Finally, last night I participated in the monthly meeting of the Mono Basin Housing Committee. We discussed the next steps in starting a Community Housing Trust.

Supervisor Kreitz:

- No report.

Supervisor Peters:

- No report.

Supervisor Salcido:

- October 17 - Joint meeting of Mono County Board of Supervisors and Mammoth Lakes Town Council. Items discussed included housing, EIFD and forest preservation funding.

Note:

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

- October 18 - Town of Mammoth Lakes Council Meeting
- October 19 - ESCOG - received an update on winter regional air service. The new toilet is finally installed in Buttermilks.
- October 19 - ESCCRP Financial Advisory Team regarding the exploration of funding for forest preservation efforts and the work being advanced by White Bark and other agencies.
- October 20 - CERF Local Government Subcommittee
- October 27 - CERF - HRTC, High Road Transition Committee. Clarification of state guidance
- October 30 - CSAC Health and Human Services Policy Committee. Decision by group to take a “no position” on the upcoming ballot measure. Proposition 1 consists of proposed statutory changes to reform the state’s behavioral health system and create more supportive housing and behavioral health treatment resources.
- November 6 - ESSRP meeting with updates on agency activities.

ADJOURNED at 3:57PM.

ATTEST

**RHONDA DUGGAN
CHAIR OF THE BOARD**

**DANIELLE PATRICK
SENIOR DEPUTY CLERK OF THE BOARD**

Note:

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



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

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

Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

**Regular Meeting
January 9, 2024**

Backup Recording

Minute Orders

**Resolutions-
Ordinance**

Zoom

M24-001 – M24-019

R24-001- R24-009

ORD24-001 Not Used

9:04 AM Meeting called to order by Chair Duggan.

Supervisors Present: Duggan, Gardner, Kreitz, and Salcido. (All members were present in-person or participated via teleconference in compliance with rules established by the Ralph M. Brown Act).

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 Gardner.

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Stacey Simon, County Counsel:

- Requested that the Board approve the addition of an Urgency Item, regarding Mono County assisting Inyo County with Existing Litigation (Conservatorship cases).

The Board determined that there is a need to take immediate action with respect to the proposed agenda item, that the need for action came to the County's

Note:

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attention subsequent to the agenda being posted and therefore, that the Board add the item to the agenda. *Authority Govt. Code §54954.2(b)(2). Note that urgency items may only be added to the agendas of regular meetings, not special meetings.*

Addition of an Urgency Item

Action: Approved the addition of an Urgency Item.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-001

2. RECOGNITIONS

Chair Duggan:

- Announced that the Board will be tabling items #2a-2d until the 1/16 meeting.

A. Election of New 2024 Board Chair

Departments: Board of Supervisors

(Rhonda Duggan, Outgoing Board Chair) - The outgoing Board Chair will call for nominations to elect the Chair of the Board for 2024.

Action: None, item tabled to 1/16 meeting.

B. Presentation to Outgoing Board Chair Rhonda Duggan

Departments: Board of Supervisors

(Newly Elected Board Chair) - Presentation to outgoing Board Chair Rhonda Duggan by newly elected Board Chair honoring Supervisor Duggan's service to the Board in 2023.

Action: None, item tabled to the 1/16 meeting.

C. Election of New 2024 Vice Chair

Departments: Board of Supervisors

(Newly Elected Board Chair) - The newly elected Board Chair will call for nominations to elect the Vice Chair of the Board for 2024.

Action: None, item tabled to the 1/16 meeting.

D. Election of New 2024 Chair Pro-Tem

Departments: Board of Supervisors

Note:

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(Newly Elected Board Chair) - The newly elected Board Chair will call for nominations to elect the Chair Pro-Tem of the Board for 2024.

Action: None, item tabled to the 1/16 meeting.

E. Mono County 2023 Community Spirit Award

Departments: Board of Supervisors

(Supervisor Duggan) - The Mono County Community Spirit Award celebrates the people in our county who take the initiative to do something beneficial for their community. Supervisor Duggan, as outgoing 2023 Board Chair, requests that the Board of Supervisors recognize Lorinda Beatty with the fourth annual Mono County Community Spirit Award for her outstanding devotion and commitment to her community and to Mono County.

Action: Awarded Lorinda Beatty Mono County's 2023 Community Spirit Award.

Chair Duggan:

- Spoke about Lorinda's accomplishments and awarded Lorinda the Spirit Award plaque.

Lorinda Beatty:

- Accepted the Community Spirit Award.

F. Recognition of Finance Director, Dr. Janet Dutcher

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - A proclamation of the Mono County Board of Supervisors recognizing Finance Director Janet Dutcher for completion of her Ph.D.

Action: Approved the proclamation of the Mono County Board of Supervisors recognizing Finance Director Janet Dutcher for completion of her Ph.D. as amended.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-002

Sandra Moberly, County Administrative Officer:

- Presented item.
- Provided updated version of proclamation.

3. COUNTY ADMINISTRATIVE OFFICER

Sandra Moberly, County Administrative Officer:

- Acknowledged the Public Works Road crew for their compliment from a Crowley Lake

Note:

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resident on a great plowing job.

4. DEPARTMENT/COMMISSION REPORTS

Wendy Sugimura, Community Development Director:

- December Planning Commission meeting update.
- Update on the High Sierra Cannabis permit and June Lake Brewing permit.

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. Out-of-State Travel Authorization for 2024 National Association of Counties' (NACo) Legislative Conference

Departments: Board of Supervisors

Out-of-state travel request for Supervisors Duggan and Peters to attend the 2024 National Association of Counties (NACo) Legislative Conference in Washington, D.C. Supervisor Peters travel and registration is paid by California State Association of Counties (CSAC).

Action: Approved out-of-state travel request for Supervisors Duggan and Peters to attend the 2024 National Association of Counties (NACo) Legislative Conference in Washington, D.C.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-003

B. Inmate Welfare Fund Annual Report Fiscal Year 2022-2023

Departments: Sheriff's Office

California Penal Code Section 4025(e) states: The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail. An itemized report of these expenditures shall be submitted annually to the board of supervisors.

Action: Received the Inmate Welfare Fund Annual Report for Fiscal Year 2022-2023.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-004

Note:

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

C. Shared Service Agreements with Inyo County

Departments: County Administrative Office

Proposed contracts with Inyo County pertaining to Agricultural Commissioner Sealer of Weights and Measures and Veterans Services Officer shared services.

Action: Approved, and authorized Chair to sign, contracts with Inyo County for Agricultural Commissioner Sealer of Weights and Measures and Veterans Services Officer services, effective upon approval until terminated by either County, for 50% of the program costs, as outlined in the contracts.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-005

D. Construction Board of Appeals Appointments

Departments: Community Development Department

(Tom Perry, Building Official) - Appointments to the Mono County Construction Board of Appeals.

Action: Appointed Bob Strong, Greg Enright, Kathy Cage, and Nathan Taylor and reappoint Steve Shipley to the five (5) member Construction Board of Appeals for the following terms: Steve Shipley and Bob Strong, 4 years to expire December 31, 2027; Greg Enright, Kathy Cage and Nathan Taylor, 2 years to expire December 31, 2025.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-006

E. Memorandum of Agreement for Mutual Aid between Central California County Probation Departments

Departments: Probation

Proposed Memorandum of Agreement pertaining to Mutual Aid between Central California County Probation Departments.

Action: Approved and authorized Chief of Probation Karin Humiston to sign Memorandum of Agreement with Central California County Probation Departments for Mutual Aid assistance.

Salcido moved; Gardner seconded

Note:

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

Vote: 4 Yes, 0 No, 1 absent
M24-007

F. Resolution Amending Voice and Electronic Media Policy

Departments: Information Technology

(Mike Martinez, Information Technology Director) - Proposed resolution amending the Administrative Policies and Procedures Manual for the County of Mono to implement a retention period for electronic communications such as Teams chat, Teams channels and other text-based messages.

Action: Adopted Resolution R24-001, Amending the Administrative Policies and Procedures Manual for the County of Mono to implement a retention period for electronic communications such as Teams chat. Teams channels and other text base messages.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-001

G. Community Corrections Partnership (CCP) Realignment Implementation Plan

Departments: Probation

A resolution of the Mono County Board of Supervisors accepting the Mono County Community Corrections Partnership (CCP) Realignment Implementation Plan Annual Report for 2023 submitted to the Board of State and Community Corrections.

Action: Adopted Resolution R24-002, Accepting the Mono County Community Corrections Partnership (CCP) Executive Committee Realignment Report and Implementation Plan Annual Report that was submitted to the Board of State and Community Corrections for 2023.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-002

H. New Water Truck Purchase

Departments: Public Works - Roads

To purchase a new water truck to replace the old water truck. This was included in the approved Capital Asset Schedule for FY 23-24.

Note:

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

Action: Approved the purchase of a new water truck and authorized Public Works Director to sign, Sales Order for purchase of a water truck on behalf of the County in an amount not to exceed \$180,000.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-008

I. Contract with Desert Springs Trout Farm, LLC.

Departments: Economic Development

Proposed contract with Desert Springs Trout Farm, LLC pertaining to fish stocking services.

Action: Approved and authorized Chair to sign an updated contract with Desert Springs Trout Farm for fish stocking services for the period December 1, 2023, through November 30, 2026, and a not-to-exceed amount of \$600,000.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-009

J. Appropriation Transfer Request - CRIS Radio System

Departments: Emergency Management

(Chris Mokracek, Director of Emergency Management) - Appropriation Transfer Request (ATR) of \$143,240 from the General Fund Contingency to increase the Emergency Communications Capital Project Fund budget by \$499,280 for the funding of expected costs over and above the \$3,000,000 COPS Grant. Per a Cost Share Agreement with the Town of Mammoth Lakes and the Mammoth Lakes Fire Protection District, the Town will pay \$272,837 and the Fire District will pay \$83,203. The County share will be \$143,240, which the transfer from GF contingency covers.

Action: Approved Appropriation Transfer request in the amount of \$143,240 from the General Fund Contingency to increase capital appropriations in the Emergency Communications Capital Project fund by \$499,280 with offsetting revenue of \$356,040 from the Town of Mammoth Lakes and the Mammoth Lakes Fire Protection District (requires 4/5ths vote).

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-010

K. Reappointment to Bridgeport Valley Regional Planning Advisory

Note:

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

Committee (RPAC)

Departments: Community Development

Bridgeport Valley Regional Planning Advisory Committee (RPAC) re-appointment of Brianna Brown and Jimmy Little.

Action: Re-appointed Brianna Brown and Jimmy Little to the Bridgeport Valley RPAC for four-year terms expiring December 31, 2027.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-011

L. 2nd Amendment Employment Agreement Gail DuBlanc

Departments: County Administrative Office and Human Resources

Proposed resolution approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Gail DuBlanc and to allow Ms. DuBlanc to choose between overtime pay or the accrual of compensatory time off (CTO).

Recommended Action: Adopted Resolution R24-003, Approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Gail DuBlanc and to allow Ms. DuBlanc to choose between overtime pay or the accrual of compensatory time off (CTO).

Fiscal Impact: There is no immediate fiscal impact from this amendment. The amendment provides the employee with the option to accrue overtime hours until a later time when it can be used as time off or cashed out.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-003

M. 1st Amendment Employment Agreement Audriana Rodriguez

Departments: County Administrative Office and Human Resources

Proposed resolution approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Audriana Rodriguez and to allow Ms. Rodriguez to choose between overtime pay or the accrual of compensatory time off (CTO).

Action: Adopted Resolution R24-004, Approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Audriana Rodriguez and to allow Ms. Rodriguez to choose between overtime pay or the accrual of compensatory time off (CTO). .

Note:

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Fiscal Impact: There is no immediate fiscal impact from this amendment. The amendment provides the employee with the option to accrue overtime hours until a later time when it can be used as time off or cashed out.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-004

N. 1st Amendment Employment Agreement Nicole Beck

Departments: County Administrative Office and Human Resources

Proposed resolution approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Nicole Beck and to allow Ms. Beck to choose between overtime pay or the accrual of compensatory time off (CTO).

Action: Adopted Resolution R24-005, Approving an amendment to the agreement prescribing the compensation, appointment, and conditions of employment for Nicole Beck and to allow Ms. Beck to choose between overtime pay or the accrual of compensatory time off (CTO).

Fiscal Impact: There is no immediate fiscal impact from this amendment. The amendment provides the employee with the option to accrue overtime hours until a later time when it can be used as time off or cashed out.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-005

O. Monthly Treasury Transaction Report

Departments: Finance

Treasury Transaction Report for the month ending 11/30/2023.

Action: Approved the Treasury Transaction Report for the month ending 11/30/2023.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-012

6. CORRESPONDENCE RECEIVED

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

Note:

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A. Letter regarding plowing of Virginia Lakes

Departments: Clerk of the Board

Letter from Virginia Lakes Resort regarding the priority of snow plowing of the Virginia Lakes roads.

Sandra Moberly, County Administrative Officer:

- Provided a Caltrans update and discussed the agreement.

B. Yosemite National Park Letter

Departments: Clerk of the Board

Thank you letter from Yosemite National Park for County support to keep the Tioga Road open following the extreme winter of 2022-23.

7. A. Urgency Item: Assistance with Litigation for Inyo County

Regarding the request from Inyo County for Litigation support in the face of possibly a conflict of interest by their legal team on two conservative ship matters.

The Board determined that there is a need to take immediate action with respect to the proposed agenda item, that the need for action came to the County's attention subsequent to the agenda being posted and therefore, that the Board add the item to the agenda. *Authority Govt. Code §54954.2(b)(2). Note that urgency items may only be added to the agendas of regular meetings, not special meetings.*

Action: Authorized the County Counsel Office to handle litigation case requests from sister Counties.

Gardner moved; Kreitz seconded

Vote: 4 Yes, 0 No, 1 absent

M24-013

Stacey Simon:

- Presented item.

AA. REGULAR AGENDA - MORNING

Public Hearing: Proposed Ordinance Establishing Title 20, "Chapter 20.20 – Density Bonus Ordinance," in the Mono County Code to Implement the State Density Bonus Law

Departments: Community Development

(Wendy Sugimura, Community Development Director) - Proposed ordinance

Note:

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establishing Title 20, "Chapter 20.20 – Density Bonus Ordinance," in the Mono County Code to Implement the State Density Bonus Law.

Action: Conducted a public hearing on the proposed ordinance; and introduced, read title, and waived further reading of proposed ordinance.

Salcido moved; Kreitz seconded

Vote: 4 Yes, 0 No, 1 absent

M24-014

Wendy Sugimura, Community Development Director:

- Presented item.

Open Public Hearing: 10:04 AM

Closed Public Hearing: 10:05 AM

B. Annual Appointments of Supervisors to Boards, Commissions, and Committees for 2024

Departments: Clerk of the Board

(Queenie Barnard, Clerk-Recorder-Registrar) - Mono County Supervisors serve on various boards, commissions, and committees for one-year terms that expired on December 31, 2023. Each January, the Board of Supervisors makes appointments for the upcoming year.

Action: Appointed Supervisors to boards, commissions, and committees for 2024.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-015

Queenie Barnard, Clerk-Recorder-Registrar:

- Presented item.

Stacey Simon, County Counsel:

- Clarifies the second list (informal list) is not Board appointments and are not considered in the motion of this item.

C. Appointment of Emergency Standby Officials

Departments: Emergency Management

(Chris Mokracek, Director of Emergency Management) - Presentation regarding the appointment of Emergency Standby Officials pursuant to the California Emergency Services Act to ensure continuity of county government in the event that conditions of disaster prevent one or more members of the Board of Supervisors, or the County Administrative Officer, from carrying out their official duties.

Note:

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Action: Received information from staff regarding the appointment of Emergency Standby Officials and give direction regarding whether to modify any of the first alternate appointments made by the Board in 2023, as follows and memorialized in Minute Order 23-098: District 1 - Patricia Robertson, District 2 - Kathryn Peterson, District 3 - Paul McFarland, District 4 - Jeff Simpson, and District 5 - Stacy Corless.

Kreitz moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-016

Chris Mokracek, Director of Emergency Management

- Presented item.

Break: 10:24 AM

Reconvened: 10:37 AM

D. Letter to Inyo National Forest (INF) Regarding Gull Lake Park Land Trade

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - Presentation by County Administrative Officer regarding letter of interest to the Inyo National Forest in acquiring the land under Gull Lake Park.

Action: Approved proposed letter to the Inyo National Forest.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-017

Sandra Moberly, County Administrative Officer:

- Introduced item.

Mary Booher, Special Projects:

- Presented item.

Public Comment:

Paul McFarlin:

- Thanked the Board and Mary for moving this item forward.

E. Letter of Support for Whitebark Institute's Grant Application

Departments: Clerk of the Board, Sponsored by Supervisor Gardner

(Supervisor Gardner) - Letter of support for the Whitebark Institute's grant application for the Eastern Sierra Climate & Communities Resilience Project (ESCCRP).

Note:

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Action: Approved the letter of support and approved the Board Chair to execute letter on behalf of the Mono County Board of Supervisors as amended.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

M24-018

Supervisor Gardner:

- Presented item.
- Direction to make a correction on letter to add replace Rhonda Duggan as the Board Chair.

F. Update on Bridgeport Post Office

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - Update on the current status of the Bridgeport Post Office.

Action: Informational only.

Sandra Moberly, County Administrative Officer:

- Presented item.
- Discussed the weekly meeting with USPS and Congressman Kiley's Office.

Moved to Board Reports.

8. CLOSED SESSION

Closed Session: 11:08 AM

Reconvened: 1:09 PM

Report out of Closed Session:

- Announced the upcoming retirement of Stacey Simon, effective May 10, 2024.
- Stacey Simon submitted a letter for the record (letter has been posted to meeting page on County website).

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

Note:

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B. Closed Session - Existing Litigation

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION. Subdivision (a) of Government Code section 54956.9. Name of case: Workers' Compensation Claim of Donald Starks.

C. Closed Session - Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Title: County Counsel.

D. Closed Session - Public Employee Evaluation

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

9. REGULAR AGENDA - AFTERNOON

A. Election Education Series Part 1: Voter Registration and Primary Election Voting

Departments: Elections

(Queenie Barnard, Clerk-Recorder-Registrar) - In anticipation of the upcoming March 5, 2024, Presidential Primary Election, the Mono County Registrar will be presenting a four-part Election Education Series to the Board of Supervisors and public. Part 1 of the series will review Voter Registration and Primary Election Voting.

Action: None.

Queenie Barnard, Clerk-Recorder-Registrar:

- Presented item.

B. Snow Removal Priority for Mono County Roads

Departments: Public Works - Roads

(Steve Reeves, Public Works Road Superintendent) - Proposed resolution establishing Snow Removal Policies, Procedures, and Priorities for County-Maintained Roads with the specific administrative changes: The snow removal priority classification for Oil Plant Road is changed from Class I to Class III.

Action: Adopted Resolution R24-006, Establishing Snow Removal Policies, Procedures, and Priorities for County-Maintained Roads with the specific administrative changes: The snow removal priority classification for Oil Plant Road is changed from Class I to Class III.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

Note:

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R24-006

Steve Reeves, Public Works Road Superintendent:

- Presented item.

C. Mono County Jail Facility - Update

Departments: Public Works

(Paul Roten, Public Works Director) - Presentation by Public Works Director, Paul Roten regarding the progress in constructing a new Mono County Jail on Twin Lakes Road in Bridgeport.

Action: None.

Paul Roten, Public Works Director:

- Presented item.

D. Memorandum of Understanding with White Mountain Fire Protection District Regarding the Provision of First Responder Services

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - Proposed Memorandum of Understanding (MOU) with the White Mountain Fire Protection District (WMFPD) pertaining to the provision of emergency medical transport and basic life support services within the boundaries of the WMFPD.

Action: Approved, and authorized Chair to sign, MOU with White Mountain Fire Protection District for the provision of emergency medical transport and basic life support services within the boundaries of the WMFPD for the period January 1, 2024, through June 30, 2029, with automatic one-year renewals thereafter unless terminated, and a not-to-exceed amount of \$300,000 per year.

Salcido moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

M24-019

Sandra Moberly, County Administrative Officer:

- Presented item.

Public Comment:

Chief Dave Doonan, White Mountain Fire:

- In support of item and applauds the County for providing vital services to the community.

E. Resolution to Provide 3% Cost-of-Living Adjustment for At-Will County Employees and Elected Department Heads

Departments: County Administrative Office

Note:

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

(Sandra Moberly, County Administrative Officer) - Proposed resolution to approve a 3% cost-of-living adjustment for unrepresented at-will management level employees and elected department heads.

Action: Adopted Resolution R24-007, Establishing and adjusting the base compensation for unrepresented at-will employees and elected department heads to implement a 3% cost of living adjustment.

Gardner moved; Salcido seconded

Vote: 4 Yes, 0 No, 1 absent

R24-007

Sandra Moberly, County Administrative Officer:

- Presented item.

F. Employment Agreement and Allocation List Amendment - Anne Frievalt

Departments: County Counsel

(Stacey Simon, County Counsel) - Proposed resolutions 1. directing the County Administrative Officer to amend the list of allocated positions to add the position of Temporary (6 months) Staff Attorney in the office of the County Counsel; and 2. approving terms and conditions of employment for Anne L. Frievalt as a Temporary Staff Attorney in the office of the County Counsel.

Action: Announced Fiscal Impact. Adopted Resolution R24-008, Amending the list of allocated positions to add the position of Temporary Staff Attorney in the office of the County Counsel. Adopted Resolution R24-009, Approving terms and conditions of employment for Anne L. Frievalt as amended.

Fiscal Impact: The estimated cost of this 6-month temporary employment contract is \$85,440, of which \$77,266 is salary and \$8,175 is the cost of pension and payroll taxes. Budget savings are available to fund these unanticipated costs.

Kreitz moved; Gardner seconded

Vote: 4 Yes, 0 No, 1 absent

R24-008, R24-009

Stacey Simon, County Counsel:

- Presented item.
- Correction to Anne's start date (1/22 instead of 1/9).

Moved to Adjournment.

10. BOARD MEMBER REPORTS

Chair Duggan:

-

Note:

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Supervisor Gardner:

- On Wednesday Dec. 13 I participated in the monthly meeting of the Mono Basin RPAC. Topics at that meeting included a Housing update, Winter Management Plans for Lundy and Virginia Lake Roads, input on Lee Vining Streetscape features and the Short-Term Rental Study and Survey.
- On Thursday Dec. 14 I attended the regular meeting of the Eastern Sierra Council of Governments in Bishop. Topics at that meeting included a presentation about the Buttermilk Infrastructure and Recreation Initiative Project, an update on the Community Economic Resiliency Fund, and an update about Inyo Mono Broadband Consortium Activities.
- Last Friday, Jan. 5, I participated in the monthly meeting of the Kutzadika Tribal Council. We discussed the status of the Tribe's Federal Recognition legislation in Congress and other Tribal projects and activities.
- Yesterday I joined others in the region for the monthly meeting of the Eastern Sierra Sustainable Recreation Partnership. We reviewed several ongoing projects and got partner and state updates as well as ESCOG activities.
- Also, yesterday I participated in the monthly meeting of the Mono Basin Housing Working Group. We discussed moving forward with creating a Community Housing Trust and the status of other housing initiatives.

Supervisor Kreitz:

-

Supervisor Peters:

- Absent, no report.

Supervisor Salcido:

- No report.

Moved to Closed Session.

ADJOURNED at 1:58 PM.

ATTEST

**RHONDA DUGGAN
CHAIR OF THE BOARD**

Note:

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**DANIELLE PATRICK
SENIOR DEPUTY CLERK OF THE BOARD**

Note:

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

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

Meeting Location: Mono Lake Room, 1st Fl., County Civic Center, 1290 Tavern Rd., Mammoth Lakes, CA 93546

**Regular Meeting
January 16, 2024**

**Backup Recording
Minute Orders
Resolutions-
Ordinance**

**Zoom
M24-020 – M24-021
R24-010- R24-012
ORD24-002 Used**

9:17 AM Meeting called to order by Chair Duggan.

Supervisors Present: Duggan, Gardner, Kreitz, Salcido and Peters. (All members were present in-person or participated via teleconference in compliance with rules established by the Ralph M. Brown Act).

Supervisors Absent: None.

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 Chair Duggan.

Stacey Simon, County Counsel:

- Explanation of her absence and clarification regarding Supervisor Peters absence (will be authorized by the Just Cause exemption of the Brown Act enacted by the AB2449).

Supervisor Peters:

- Explanation for his absence, why he is participating via zoom, stated that no one over the age of 18 is present while he participates via zoom.

Note:

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1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

No one spoke.

2. RECOGNITIONS

A. Election of New 2024 Board Chair

Departments: Board of Supervisors

(Rhonda Duggan, Outgoing Board Chair) - The outgoing Board Chair will call for nominations to elect the Chair of the Board for 2024.

Action: None, item tabled.

B. Presentation to Outgoing Board Chair Rhonda Duggan

Departments: Board of Supervisors

(Newly Elected Board Chair) - Presentation to outgoing Board Chair Rhonda Duggan by newly elected Board Chair honoring Supervisor Duggan's service to the Board in 2023.

Action: None, item tabled.

C. Election of New 2024 Vice Chair

Departments: Board of Supervisors

(Newly Elected Board Chair) - The newly elected Board Chair will call for nominations to elect the Vice Chair of the Board for 2024.

Action: None, item tabled.

D. Election of New 2024 Chair Pro-Tem

Departments: Board of Supervisors

(Newly Elected Board Chair) - The newly elected Board Chair will call for nominations to elect the Chair Pro-Tem of the Board for 2024.

Action: None, item tabled.

3. COUNTY ADMINISTRATIVE OFFICER

Sandra Moberly, County Administrative Officer:

- Announced that Item #7b. will be moved to a later date.
- Provided an update regarding the Bridgeport Post Office.

Note:

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4. DEPARTMENT/COMMISSION REPORTS

None.

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

1. Approval of Board minutes from the November 2023, regular meetings. 2. Approval of Board minutes from the December 2023, regular meetings.

Action: 1. Approved the Board minutes from the November 7, 2023, regular meeting, as amended. 2. Approved the Board minutes from the November 21, 2023, regular meetings 3. Approved the Board minutes from the December 5, 2023, regular meeting, as amended. 4. Approved the Board minutes from the December 12, 2023, regular meeting.

Gardner moved; Salcido seconded

Vote: 5 Yes, 0 No

M24-020

Chair Duggan:

- Direction to correct spelling to Paul McFarland.

B. Annual Resolution Delegating Investment Authority to the County Treasurer

Departments: Finance

Resolution Delegating Investment Authority to the County Treasurer.

Action: Adopted Resolution R24-010, Delegating Investment Authority to the County Treasurer.

Gardner moved; Salcido seconded

Vote: 5 Yes, 0 No

R24-010

C. Mono County Statement of Investment Policy

Departments: Finance

Annual approval of the Mono County Statement of Investment Policy pursuant to Section 27133 of the Government Code of the State of California.

Action: Approved the Mono County Statement of Investment Policy as presented.

Note:

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

Gardner moved; Salcido seconded
Vote: 5 Yes, 0 No
M24-021

D. Second Reading: Proposed Ordinance Establishing Title 20, “Chapter 20.20 – Density Bonus Ordinance,” in the Mono County Code to Implement the State Density Bonus Law

Departments: Community Development

Proposed ordinance establishing Title 20, “Chapter 20.20 – Density Bonus Ordinance,” in the Mono County Code to Implement the State Density Bonus Law.

Action: Found that the ordinance is not a project under CEQA Guidelines §15378(b)(2) because it establishes general policy and procedures for compliance with state law, and development projects utilizing the ordinance are separately subject to CEQA compliance. Directed staff to file a Notice of Exemption. Adopted Ordinance, ORD24-001, Chapter 20.20 – Density Bonus Ordinance.

Gardner moved; Salcido seconded
Vote: 5 Yes, 0 No
ORD24-001

6. CORRESPONDENCE RECEIVED - NONE

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

7. REGULAR AGENDA - MORNING

A. PUBLIC HEARING: Apogee Farms Cannabis Cultivation: General Plan Amendment and Specific Plan

Departments: Community Development

PUBLIC HEARING: 9:00 AM (20 minutes)

(Aaron M. Washco, Planning Analyst) - Consider a proposed cannabis cultivation project near Benton, which requires a General Plan Amendment to change the Land Use Designation of two parcels (APNs 025-020-013 and 025-040-002) from Rural Residential-40 to Specific Plan, and adoption of the Apogee Farm Specific Plan which sets develop standards and policies and makes use permit findings for commercial cannabis activities and overhead utility lines. A mitigated negative declaration and mitigation, monitoring and reporting program are proposed in compliance with the California Environmental Quality Act.

Note:

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

Action:

1. Conducted a public hearing on the General Plan Amendment, the Apogee Farm Specific Plan, and the associated Mitigated Negative Declaration environmental report, received any additional public comments, deliberated the project, and made any desired modifications.
2. Following the public hearing and project deliberations, certify the Mitigated Negative Declaration (MND); adopted the Mitigation Monitoring and Reporting Program; and adopted the Resolution R42-011, and adopted Ordinance ORD24-002, Adopting GPA 24-01 and the Apogee Farm Specific Plan, which also includes a Use Permit for commercial cannabis and overhead power.
3. Adopted the three recommendations from Community Development Director:
 1. Modify the following implementation measure: Implementation measure 1.f. The project will use an efficient watering system, such as drip irrigation, to minimize the use of water. Daily water usage is estimated to be 600 gallons per day during full operation and daily water use records will be kept for ~~five~~ years the life of the project”
 2. Modify the “Uses permitted subject to a SP Amendment and Use Permit Equivalent” section to the following (modifications underlined):
 - a. Any uses other than a permitted use or use subject to a Director Review Permit require an amendment to this SP.
 - b. Commercial cannabis activities substantially compliant with the project description and site plan.
 - c. Overhead utility line substantially compliant with the project description.
 3. Add a condition to the cannabis use permit and appropriately modify references to the standard five-year record keeping timeframe: Maintain water records for the life of the project.

Gardner moved; Kreitz seconded

Vote: 5 Yes, 0 No

R24-011, ORD24-002

Wendy Sugimura, Community Development Director:

- Provided background.
- Discussed that the applicant is willing to bring property up to code.

Aaron M. Washco, Planning Analyst:

- Presented item.
- Responded to public comment, clarifying that the applicant does not own the scrap yard.
- Discussed that the applicant is willing to bring property up to code.

Open Public Hearing: 10:29 AM

Note:

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

Public Comment:

Person #1:

- Requested that the applicant could address the current state of the property.

Applicant:

- Discussed his environmental intentions with concerns to products of use.
- Discussed the old scrap yard.
- Discussed his willingness to bring property up to code.

Person #2:

- Discussion on the community, impact, and effects.
- Discussed concerns with security.

Duane Hazard:

- Discussion on the junk trailers and the scrap yard (not on applicants' property).

Board Deliberation:

Duggan: In support of and would like some data.

Gardner: In support of and supports the recommendations from Community Development Department

Kreitz: In support of, would not like to include recommendations from Community Development Department

Peters: No comment.

Salcido: In support.

Stacey Simon, County Counsel:

- Provided clarity on applicant's ability to speak prior to closing the Public Hearing.

Closed Public Hearing: 10:53 AM

Break: 10:55

Reconvened: 11:10 AM

Moved to item #7d.

B. Mammoth Hospital Expansion - Update

Departments: County Administrative Office

(Tom Parker, Chief Executive Officer) - Presentation on the update of the Mammoth Hospital expansion.

Action: None, item tabled.

C. Inyo-Mono Broadband Consortium Update

Departments: Board of Supervisors, Sponsored by Supervisor Gardner

(Scott Armstrong, Regional Broadband Coordinator) - Presentation from Scott Armstrong, Regional Broadband Coordinator, on broadband-related activities.

Action: None.

Scott Armstrong, Regional Broadband Coordinator:

Note:

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- Presented item.

Moved to Item #7e.

D. Funding Opportunities for Affordable Housing and Other Projects

Departments: County Counsel

(Christopher Beck, Assistant County Counsel) - Provide the Board with an update regarding funding opportunities, including Enhanced Infrastructure Financing Districts (EIFDs), increase in Transient Occupancy Tax (TOT), or other options, for affordable housing and other projects.

Action: Provided direction to staff regarding options which should be investigated further and brought back to the Board for future action.

Christopher Beck, Assistant County Counsel:

- Presented item.
- Discussion on what the next step of the EIFD would be.

Sandra Moberly:

- Provided information on the Enhanced Infrastructure Financing Districts (EIFD).
- Discussion on the Special Districts.
- Clarified the voting process.

Stacey Simon, County Counsel:

- Discussed the increase of the Transient Occupancy Tax (TOT).
- Clarifies the difference between the General Tax and Special Tax.

Dr. Janet Dutcher:

- Clarified the Transient Occupancy Tax (TOT) and the allocation of the monies.
- Discussion on the different degrees of commitment that the Board can pursue in regard to finance.

Public Comment:

Paul McFarland:

- Discussion on Special Districts and budgets.
- Discussion on the Transient Occupancy Tax (TOT) percentages.

Person #1:

- Discussion on the Enhanced Infrastructure Financing Districts (EIFD) and the “opt out option”.

Lorinda Beatty:

- Discussion on the Special Districts options and the long-term effects.
- Expressed the concerns of the Special Districts that she is involved with.
- Discussion on the allocation of the Transient Occupancy Tax (TOT) options considerations.

Fred Stump:

- Thanked CAO Moberly for responding to his email (email is posted to County meeting website).

Note:

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- Spoke on behalf of the Long Valley Fire District Chief: Expressed the concerns they have regarding volunteering, and infrastructural deficits.

Chair Duggan:

- Thanked the Board, staff, and public input.
- Consensus for direction is to pause the EIFD for now.

Deliberations:

Kreitz:

- Supports the County going to 14 percent, skipping the TBID and dedicating 2 percent to housing.
- Prefers to put County monies aside verses appointing a committee.
- Supports going to the taxpayers asking for 2 percent of TOT dedicated to Affordable Housing.
- Discussion on Mammoth mountain not being the cornerstone of her discussion making and the mitigation challenges.
- Recommends that the Mono County have authority over the portion that the County collects.

Gardner:

- Agrees with Supervisor Kreitz's suggestion of the 2 percent of TOT dedicated to Affordable Housing.
- Discussion on the long-term effects of the EIFD and does not want to take the EIFD off the table.
- Clarification on TOT and the existing earmarks approved by the Board.
- Does not support spending money now on the outreach for EIFD.

Salcido:

- Supports the raising of the TOT, expressed concern with providing outreach to local business owners to address any concerns/questions.
- Discussion on the long-term effects of the EIFD and the Special Districts.
- Supports performing outreach and leg work now verses later for the EIFD.

Peters:

- Agrees with Supervisor Kreitz and Gardner's comments.
- Supports the 14 percent TOT raising and to reaffirm our commitment to the prior TOT increase.
- Discussion on checking in regularly with the Assessor's Office to assure that they have the resources that are required for efficiency.

Duggan:

- Supports the TOT increase.
- Discussion on the cost of potential outreach.
- Supports spend time and money on TOT and table the EIFD (not indefinitely).

Moved to Item #7c.

Break: 12:41 PM

Reconvened: 12:48 PM

Note:

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E. Updated Diversity Equity and Inclusion Resolution

Departments: County Administrative Office

(Christine Bouchard, Assistant County Administrative Officer) - Proposed resolution Affirming Mono County's Commitment to Diversity, Equity, and Inclusion (DEI).

Action: Adopted Resolution R24-012, Affirming Mono County's Commitment to Diversity, Equity, and Inclusion (DEI).

Gardner moved; Salcido seconded

Vote: 5 Yes, 0 No

R24-012

Christine Bouchard, Assistant County Administrative Officer:

- Presented item.

F. Appointments of Supervisors to Boards, Commissions, and Committees for 2024

Departments: Clerk of the Board

(Queenie Barnard, Clerk-Recorder-Registrar) - Mono County Supervisors serve on various boards, commissions, and committees for one-year terms that expired on December 31, 2023. Each January, the Board of Supervisors makes appointments for the upcoming year. The Board of Supervisors made appointments for 2024 at the January 9, 2024, meeting. However, due to Supervisor Peters' absence, this item is being brought forward again to make any additional changes.

Action: None, tabled item to 2/6.

G. Election Education Series Part 2: Election Technology, Security, and Observers

Departments: Elections

(Queenie Barnard, Registrar of Voters) - In anticipation of the upcoming March 5, 2024, Presidential Primary Election, the Mono County Registrar will be presenting a four-part Election Education Series to the Board of Supervisors and public. Part 2 of the series will review Election Technology, Security, and Observers.

Action: None.

Queenie Barnard, Registrar of Voters:

- Presented item.

Moved to Closed Session.

Note:

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8. CLOSED SESSION

Closed Session: 12: 35 PM
Reconvened: 2:10 PM

No action to report out of Closed Session.

Moved to Adjournment.

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Public Employee Evaluation

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

9. BOARD MEMBER REPORTS

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

Chair Duggan:

- Attended the ESTA meeting on the 11th.

Supervisor Gardner:

- On Wednesday, Jan. 10, I listened to a presentation from the Brookings Institution about the current US economic conditions and why consumers are not more positive. The overall conclusion was that although the current economy is improving, there are still some sectors struggling and other non-economic factors are having a negative effect on consumer feelings.
- On Thursday, Jan. 11 I participated with Supervisor Duggan in a meeting of the Eastern Sierra Transit Board of Directors. Topics at that meeting included review of various operations and financial reports and approval of selected grant applications. ESTA ridership has improved back to pre-COVID levels on many routes and their driver recruitment has been excellent.
- On Friday Jan. 12 I listened in on a meeting of the Recreate Responsibly organization. We heard updates from several Federal recreation-related public agencies and other organizations.

Supervisor Kreitz:

- January 9, 2024 – CCRH Finance Committee Meeting – We discussed Prop 1 -- see

Note:

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

- factsheets attached and updates on ACA 1.
- January 10th, 2024 – NACo Community Economic and Workforce Development committee Meeting - Richard Cho, the Senior Advisor to the Secretary for Housing and Services at the U.S. Department of Housing and Urban Development (HUD) joined the CEWD committee meeting to provide an overview of HUD's resources, reports, and recent actions to combat and prevent homelessness. Richard talked about HUD's recently released 2023 Annual Homeless Assessment Report: Part 1: Point-in-Time Estimates, an annual snapshot of the number of individuals in shelters, temporary housing, and in unsheltered settings. The report found more than 650,000 people were experiencing homelessness on a single night in January 2023, a 12% increase from 2022. The largest growth year over year in the history of the PIT Count. Homelessness increased in all categories with veterans' homelessness increasing the least, new homelessness increased by 25% driven largely by rent increase – rents creased 9% nationwide. The report also includes the Housing Inventory Count of shelter and housing resources to serve people experiencing homelessness.
- January 11, 2024 – I attended the Town of Mammoth Lakes Short Term Rental moratorium committee meeting. The Town reviewed some proposed policy changes, carrots for creating more affordable housing and are planning to address proposed zoning changes.
- January 12, 2024 – I participated in the California Coalition for Rural Housing board meeting. The Board adopted the 2024 organizational budget and received an update and overview of the Governor's proposed budget as it relates to housing. I will share with Danniele a copy of the letter titled "Affordable Housing and Homeless Solutions Leaders: Budget proposal impacts "deeply troubling" A broad multi-sector coalition of affordable housing, homelessness, and housing justice advocates release united statement in response to the Governor's proposed budget.
- Reminder that the tri-county annual Point in Time Count will be held on January 24th. I will share with Danielle a copy of the flyer to share with the Board.

Supervisor Peters:

- No report.

Supervisor Salcido:

- No report.

ADJOURNED at 2:11 PM.

ATTEST

**RHONDA DUGGAN
CHAIR OF THE BOARD**

Note:

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

**DANIELLE PATRICK
SENIOR DEPUTY CLERK OF THE BOARD**

Note:

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



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Elections

TIME REQUIRED

SUBJECT Help America Voting Act Polling Place
Accessibility Training Program

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Help America Vote Act (HAVA) agreement with the California Secretary of State for receipt of up to \$20,000 to be used for the Polling Place Accessibility Training Program.

RECOMMENDED ACTION:

Approve entry into an agreement (#23G26126) with the California Secretary of State for receipt of up to \$20,000 to be used for the HAVA Polling Place Accessibility Training Program, and authorize the Mono County Registrar of Voters in consultation with County Counsel to sign said agreement, including future amendments, if any.

FISCAL IMPACT:

Results in unanticipated grant revenue on a reimbursement basis of \$20,000 available to offset training costs.

CONTACT NAME: Queenie Barnard

PHONE/EMAIL: 7609325534 / qbarnard@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
| Click to download |
| Staff Report |
| Agreement |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/25/2024 4:22 PM | County Counsel | Yes |

1/29/2024 2:55 PM

Finance

Yes

1/30/2024 3:19 PM

County Administrative Office

Yes



**CLERK – RECORDER – REGISTRAR
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF MONO**

P.O. BOX 237, BRIDGEPORT, CALIFORNIA 93517 • (760) 932-5530

ClerkRecorder@mono.ca.gov • Elections@mono.ca.gov • BOS@mono.ca.gov

February 6, 2024

To: Honorable Chair and Members of the Board of Supervisors

From: Queenie Barnard, Clerk-Recorder-Registrar

Re: Help America Voting Act (HAVA) Polling Place Accessibility Training Program

Discussion:

The U.S. Elections Assistance Commission, through the State of California, is offering HAVA federal reimbursement funding for County efforts to make polling places, including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities that enhance access and participation of individuals with the full range of disabilities in elections for Federal and State office, and to provide the same opportunity for access and participation (including privacy and independence) to individuals with the full range of disabilities as for other voters.

HAVA funds received pursuant to this contract shall be used for the following purposes:

- Reimbursement for travel expenses incurred for staff to attend one of the Secretary of State trainings.
- Reimbursement for staff salaries and benefits incurred for accessibility surveys of polling places and for training staff to survey polling places.
- Reimbursement for costs incurred associated with the deployment of the remote accessible vote by mail (RAVBM) system, which allows a voter with a disability to receive a blank ballot to mark electronically, print, and then cast by returning the printed ballot to the elections office.
- Reimbursement for funds expended on equipment to improve physical accessibility including:
 - Signage (parking, directional, entrance, etc.)
 - Supports for accessibility signage
 - Lighting
 - Low-vision pens
 - Magnifying devices
 - Traffic cones or other materials to make parking temporarily accessible for voting

Recommendation to approve entry into an agreement (#23G26126) with the California Secretary of State for receipt of up to \$20,000 to be used for the HAVA Polling Place Accessibility Training Program, and authorize the Mono County Registrar of Voters in consultation with County Counsel to sign said agreement, including future amendments, if any.

Please contact me if you have any questions. Thank you.

Queenie Barnard
Clerk-Recorder-Registrar
760-932-5534
qbarnard@mono.ca.gov

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

23G26126

PURCHASING AUTHORITY NUMBER (If Applicable)

SOS-0890

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Secretary of State

CONTRACTOR NAME

Mono County

2. The term of this Agreement is:

START DATE

January 1, 2024 or upon approval by Dept. of General Services, if required, whichever is later

THROUGH END DATE

June 30, 2025

3. The maximum amount of this Agreement is:

\$20,000.00; Twenty Thousand Dollars and Zero Cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

| Exhibits | Title | Pages | |
|------------|--------------------------------------|--|---|
| Exhibit A | Scope of Work | 4 | |
| Exhibit B | Budget Detail and Payment Provisions | 4 | |
| Exhibit C* | General Terms and Conditions | GTC 04/2017 | |
| + - | Exhibit D | Special Terms and Conditions (Attached hereto as part of this Agreement) | 3 |
| + - | Exhibit E | Additional Provisions | 3 |
| + - | Exhibit F | Resolution | |
| + - | Exhibit G | HAVA Activity Report | 1 |

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Mono County

CONTRACTOR BUSINESS ADDRESS

P.O. Box 237

CITY

Bridgeport

STATE

CA

ZIP

93517

PRINTED NAME OF PERSON SIGNING

Queenie Barnard

TITLE

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

23G26126

PURCHASING AUTHORITY NUMBER (If Applicable)

SOS-0890

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Secretary of State

CONTRACTING AGENCY ADDRESS

1500 11th Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

TITLE

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM Vol. 1, 4.04.A.2

**EXHIBIT A
SCOPE OF WORK**

A. NAME OF PROGRAM

This program shall be known as "HAVA Polling Place Accessibility Training Program."

B. PURPOSE OF AGREEMENT

The purpose of this Agreement is to provide the County of Mono ("County") with federal reimbursement funds ("HAVA funds"), CFDA Number 90.404, administered by the U. S. Elections Administration Commission (EAC) to comply with the requirements of HAVA Section 101 for the "improvement of the administration of elections", subject to the provisions of this Agreement and all requirements of state and federal law, regulations and procedures. The provisions of this Agreement are to be interpreted to further this purpose.

C. PROJECT CONTACTS

The program representatives during the term of Agreement will be:

For County: Queenie Barnard (760) 932-5534

For State: Antwanette Wiley (916) 695-1657

D. USE OF FUNDS

1. General Uses

HAVA funds received pursuant to this contract shall be used for reimbursement for costs reasonably incurred, provided that the County has at least one County employee or agent attend one of the regional training sessions sponsored by the Secretary of State, any funds received pursuant to this program shall be used by County only for one or more of the following purposes, except as otherwise provided below:

- 1) Reimbursement for travel expenses incurred after July 1, 2023, for staff to attend one of the Secretary of State training.
- 2) Reimbursement for staff salaries and benefits incurred after July 1, 2023, for accessibility surveys of polling places or for training staff to survey polling places.
- 3) Reimbursement for other expenses as provided below incurred after July 1, 2023, to make polling places, including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities that enhance access and participation of individuals with the full range of disabilities in elections for Federal and State office, and to provide the same opportunity for access and participation (including privacy and independence) to individuals with the full range of disabilities as for other voters. For these purposes, items included on the following lists are presumed to be reimbursable, provided that their intended use is consistent with the General Uses set forth above. The county may perform activities identified as approved for reimbursement, or may contract for the performance of the activities. The Secretary of State shall be the sole determiner of whether an expenditure is consistent with the General Uses as

set forth above. The Secretary of State will reimburse for the following items or activities, including taxes on purchased goods:

- 4) Reimbursement for costs incurred after July 1, 2023 associated with the acquisition or deployment of remote accessible vote by mail system, which allows a voter with a disability to receive a blank ballot to mark electronically, print, and then cast by returning the printed ballot to the elections office.
- 5) Reimbursement for funds expended after July 1, 2023, assessment supplies or equipment and supplies as needed, including any of the items listed below:

a. Assessing Accessibility

- 1) Tools to measure slope;
- 2) Tools to measure width, turning area, etc.;
- 3) Calculators;
- 4) Survey kits;
- 5) Clipboards;
- 6) Tape measures;
- 7) Polling Place Inspectors/Surveyors;
- 8) Cameras;
- 9) Door pressure gauges;
- 10) Tablets used for conducting surveys¹.

b. Equipment and Activities to Improve Physical Accessibility

- 1) New accessible voting booths;
- 2) Retrofitting voting booths;
- 3) Tools or equipment to modify voting booths;
- 4) Retrofitting polling places for public buildings only, which must be a regularly used polling place;
- 5) Adapter "kits" or other materials to make a voting station accessible;
- 6) Signage (parking, directional, entrance, etc.);
- 7) Accessible tables;
- 8) Chairs (for seated voting);
- 9) Supports for accessibility signage;
- 10) Devices/Systems to alert poll workers that a voter is at the curb, door, or otherwise needs assistance;
- 11) Doorstops;
- 12) Lighting;
- 13) Low-vision pens;
- 14) Magnifying devices;
- 15) Mats or other materials to make the path of travel accessible;
- 16) Pen grips;
- 17) Temporary ramps (if wheel guides are not included, wheel guides may be purchased separately);
- 18) Temporary handrails;
- 19) Permanent handrails;
- 20) Threshold covers or mats;
- 21) Traffic cones or other materials to make parking temporarily accessible for voting;

¹ If the county proposes to use funds for this purpose, pre-approval by the Secretary of State is required. Further, county must adhere to requirements set forth in Exhibit E – Additional Provisions.

- 22) Wedges;
- 23) Equipment for CD/DVD duplication;
- 24) Accessibility web site development costs;
- 25) Improving accessibility of web site.

c. Training Materials and Programs

- 1) Development, production, translation, and transcription into Braille of manuals, programs, posters, brochures, and other printed materials for training of poll workers or polling place inspectors;
- 2) Development, production, translation of video/DVD training materials;
- 3) Equipment necessary to use videos/DVDs in training of poll workers or polling place inspectors;
- 4) Stipends to compensate a trainer to train county poll worker trainers on issues specific to accessibility;
- 5) Poll worker training that is specific to accessibility and in addition to pre-existing training, or a modification/improvement of pre-existing training;
- 6) Disability or accessibility experts to make presentations at poll worker trainings.

d. Educational and Informational Materials

- 1) Development, production, translation, and transcription into Braille or into audio or CD/DVD format, of printed materials to educate or inform voters concerning polling place and voting accessibility;
- 2) Public advertising of information on accessibility of polling places and voting;
- 3) Mailers to disseminate information on services for persons with disabilities;
- 4) Translation of existing materials related to accessibility into required languages;
- 5) Reformatting and re-printing materials into "large-type";
- 6) Readability analysis to simplify informational or instructional materials;
- 7) Development of accessibility materials for county web site, or construction of a county web site for the purpose of providing information to the public on accessibility, if one does not already exist or making a current site accessible.

e. Remote Accessible Vote-by-Mail System (RAVBM)

- 1) Reimbursement for costs associated with the acquisition or deployment of a certified remote accessible vote by mail system, which allows a voter with a disability to download, mark electronically, print, and then cast their voted selections by returning the printed paper cast vote record to the elections office.

Items Presumed to not be reimbursable:

The following is a partial list of items presumed to not be reimbursable and not inclusive of all items that are not reimbursable. The list is provided only for the purpose of providing guidance. The Secretary of State shall be the sole determiner of whether or not an expenditure is reimbursable.

- 1) Administrative costs;

- 2) Batteries;
- 3) Blackberries/Smartphones (hand held computers);
- 4) Braille business cards;
- 5) Cable TV;
- 6) Cassette players;
- 7) Cassette tapes (except those used for voter education);
- 8) Catering;
- 9) Computers;
- 10) Other office equipment, including but not limited to fax machines and copiers, unless prior approval has been obtained from the granting agency;
- 11) Office supplies, including but not limited to paper, pens and post-it notes;
- 12) Concrete paving for parking lots and spaces;
- 13) Concrete ramps;
- 14) DREs /other voting equipment (can be purchased with other HAVA funds);
- 15) Emergency exit signs;
- 16) Facility rental;
- 17) Permanent modifications or improvements to private or non-governmental structures, including, but not limited to private residences and places of worship;
- 18) Food;
- 19) Gas (except travel reimbursements²);
- 20) Gift bags, pins, buttons, shirts or other promotional items for poll workers, voters or County staff;
- 21) Invitations;
- 22) Laptops;
- 23) Tablet computers unless prior approval as a survey tool has been obtained from the granting agency;
- 23) Light bulbs;
- 24) Modifications to mobile voter education vehicle, unless that vehicle is used as a polling place;
- 25) Parking fees (except travel reimbursements for purposes listed in footnote 2)
- 26) Parking lot improvements;
- 27) Photographers;
- 28) Scanners;
- 29) Staff salaries of County employees not conducting one of the activities allowable;
- 30) Trailers;
- 31) Transportation to polling site;
- 32) Vehicles – purchase, rental, or operating expenses (except rental vehicles used for purposes listed in footnote 2)

If you have any questions about this polling place accessibility training grant, please reach us at (916) 695-1657 or HAVAINVOICES@sos.ca.gov.

² Travel reimbursements for: election officials performing accessibility assessments; consultants advising election officials on accessibility issues, poll worker training, or voter education; or trainers conducting poll worker training, voter education, or outreach activities.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices submitted with supporting documentation, the State agrees to compensate the Contractor for actual expenditures incurred and not to exceed the total amount on the contract.
- B. Invoices shall include the Agreement Number and shall be submitted not more frequently than monthly in arrears:

Preferred Method in electronic format (PDF) via email to AccountsPayable@sos.ca.gov.

Hard copies, though not required, may be sent to:

Office of Secretary of State
Attention: Accounts Payable
P.O. Box 944260
Sacramento, CA 94244-2600

2. Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act, or a HAVA Spending Plan or Spending Plan amendment, of the current year and/or subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act, or by a HAVA Spending Plan or Spending Plan amendment, for purposes of this program, the State shall have the option to either cancel the Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

3. Federal Funds

- A. It is mutually understood between the parties that this contract may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.
- B. This contract is valid and enforceable only if the United State Government for fiscal year 2022-23 for the purpose of this program makes sufficient funds available to the state. In addition, this contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this contract in any manner.
- C. The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this contract shall be amended to reflect any reduction in funds.

D. The department has the option to **invalidate** the contract under the 30-day cancellation clause or to amend the contract to reflect any reduction in funds.

4. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in Government Code Chapter 4.5, commencing with Section 927.

5. Maximum Amount of HAVA Funds to be Provided to County Under this Program

County shall not receive, pursuant to Agreement, more than \$20,000.00.

6. Failure to Properly Claim Maximum Amount of HAVA Funds

Notwithstanding any provision of Agreement, County shall be entitled to receive only those amounts for fully supported and appropriate claims which are properly submitted, pursuant to the provisions of Agreement and all applicable state and federal laws, regulations, and procedures.

7. Basis of Claims

Subject to the provisions related to the applicability of 2 CFR 200, all claims for HAVA funds under this program must be based on invoices submitted by County. All invoices or agreements that are the subject of any claims must relate directly to expenditures authorized pursuant to Paragraph D ('Uses of Funds') of Exhibit A 'Scope of Work'.

8. Processing of Claims

The Secretary of State shall establish the criteria and processes for submitting claims under this program. Such criteria shall include requirements that all claims:

- (1) Contain a face sheet that summarizes each expenditure made by the categories set forth in Paragraph D of Exhibit A 'Scope of Work';
- (2) Include the total amount of the claim;
- (3) Include the agreement number on the face sheet;
- (4) Identify whether additional claims are expected to be submitted;
- (5) Include the hourly charge of any contractor for which a claim is made for their time;
- (6) Include the hourly wage or monthly salary of any employee for which a claim is made for their salaries;
- (7) Include signed Contractor HAVA Activity Reports, please see sample which is Exhibit G, for each employee and contractor's employee for whom reimbursement for time is being claimed. (Vendors who receive payment from HAVA funds are required to submit timesheets for any

work paid for as time and materials); Requests for reimbursement for personnel costs, whether regular county employees or temporary staff, should be backed up with HAVA timesheets. However, sensitive personal identifying information (PII) should not be included. If the County uses a computer-based payroll system that is coded to reflect time spent on HAVA and non-HAVA projects, the County does not need to submit time sheets. However, for any request for reimbursement for personnel services, the County must submit a summary that shows the type of staff, numbers of positions claimed and time spent on each type of HAVA-related project, along with the costs of payroll and benefits for those hours. The County must also verify that coded electronic payroll records are kept on file and are available for Secretary of State questions and audit purposes, and

- (8) Include a copy of the contract with the contractor if the contractor's invoice does not describe the activities undertaken in such a manner that the State can determine whether the activities comply with the provisions of this Agreement.

9. Application of 2CFR 225

2CFR – Part 225 (“Cost Principles for State, Local and Indian Tribal Governments”), incorporated herein by reference, to the extent applicable, shall govern with respect to all aspects of this program. The provisions of 2 CFR - Part 225. may be found at https://www.whitehouse.gov/wp-content/uploads/legacy_drupal_files/omb/federal_register/FR2005/083105_a87.pdf.

10. Payments of Claims

Payments made by the State with respect to any claim shall be sent directly by the State Controller's office to the County.

11. Deadline for Submitting Claims

The deadline for submitting any claim under this program is June 30, 2025.

12. Multiple Claims

County can submit multiple claims for HAVA funds authorized above, within the aggregate limit established for County.

13. Documentation to be Submitted

Each claim shall include a cover page that identifies the activity or service in Exhibit A and the dollar amount associated with each activity or service for which funds are being sought. Each claim shall also include originals or true copies of all invoices, agreements, or other documentation that support the claim, including all documentation required by Office of Management and Budget, 2CFR - Part 225. The provisions of 2 CFR - Part 225 and 2CFR 200 may be found at https://www.whitehouse.gov/wp-content/uploads/2022/05/2022-Compliance-Supplement_PDF_Rev_05.11.22.pdf

14. Order of Processing

Claims shall be processed by the Secretary of State in order of receipt.

15. Work Outside of The Scope of Work

Contractors are not permitted to perform work, or be paid for work, outside the documented scope of work. Changes to the scope of work must be approved before work is undertaken, and payment is made for any activities outside of the scope of work.

EXHIBIT C
GENERAL TERMS AND CONDITIONS

PLEASE NOTE: This page will not be included with the final agreement. The General Terms and Conditions will be included in the agreement by reference to Internet site:

<https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Required-Language-for-Solicitations-and-Contracts>

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

A. AUDITING

1. Receipt of HAVA funds by a county indicates agreement to establish a dedicated HAVA account for these funds. Therefore, any payment received by County pursuant to this program shall be deposited in a separate, segregated account and any payment made by County related to this program shall be paid from that account whether or not the County has paid the vendors for services rendered before submitting invoices to the State.
2. Any recipient of federal funds to meet the Help America Vote Act requirements agrees to be audited pursuant to federal and state law. Accordingly, all documents and electronic files must be produced upon request by the auditors. CFDA Number for this contract is 90.404. The audit may include a review of all books, papers, accounts, documents, or other records of County as they relate to any HAVA funds. County shall also provide access to all employees having knowledge of the HAVA funds program to assist the auditor. County shall provide a copy of any document, paper, or electronic record requested by the auditor;
3. OMB Circular A-133 ("Audits of States, Local Governments, and Non-Profit Organizations"), and OMB Circular A-87, incorporated herein by reference, shall govern with respect to all aspects of this program. The provisions of these circulars may be found at <http://www.whitehouse.gov/omb/circulars>;
4. County shall maintain records in a manner that:
 - a. Accurately reflects fiscal transactions with necessary controls and safeguards;
 - b. Provides complete audit trails, based whenever possible on original documents (purchase orders, receipts, progress payments, invoices, timesheets, cancelled warrants, warrant numbers, etc.);
 - c. Provides accounting data so the costs can readily be determined throughout Agreement period.
5. Records shall be maintained for three years after expiration of Agreement and for at least one year following any audit or final disposition of any disputed audit finding;
6. If the final disposition of any disputed audit finding is determined to be a disallowed cost that the Secretary of State has paid the County, the County shall return to the Secretary of State an amount equal to the disallowance.
7. County shall permit periodic site visits by the Secretary of State or the Secretary of State's designee or designees to determine if any HAVA funds are being used or have been used in compliance with Agreement and all applicable laws;
8. Upon request, county shall report to the Secretary of State at least once every 90 (ninety) days until all funds received have been expended, on the status of HAVA funds received, in a manner determined by the Secretary of State.

B. GENERAL PROVISIONS

1. The program is conditioned on State receiving reimbursement from the federal government pursuant to HAVA, for federal fiscal year 2023.
2. HAVA funds can only be used for the purposes for which the HAVA funds are made;
3. No portion of any HAVA funds shall be used for partisan political purposes. All contractors providing services are required to sign an agreement, please see Exhibit E Item 1, to abide by the Secretary of States' policy to refrain from engaging in political activities that call into question the impartiality of the Secretary of State's Office. County is to submit agreement signed by each employee of contractor's firm who worked for County pursuant to this Agreement with the County's first invoice.
4. The provisions of the federal *Hatch Act* shall apply to employees working for state and local entities receiving HAVA funds. The *Hatch Act* may be reviewed at <https://osc.gov/Documents/Outreach%20and%20Training/Handouts/A%20Guide%20to%20the%20Hatch%20Act%20for%20Federal%20Employees.pdf>;
5. Any interest earned by County on money received pursuant to this Agreement must be reported in writing to the Secretary of State within 30 days of expiration of this Agreement. All interest must be used by the County for the purposes of implementing activities allowable under this Agreement;
6. Failure by any eligible County to execute a contract within 90 days of the date on which this contract is made available shall constitute an express desire to forego its use of the County's proportionate share of these funds, which may result in reallocation of that County's proportionate share of funds to other counties for the purposes provided under this contract.
7. Funds not claimed by County within 90 days of the end date of this contract, or any funds claimed by a county that are not approved for county use by the Secretary of State within 180 days of the end date of this contract, shall be reallocated to the Counties based on need and may only be used to meet Section 251 of HAVA;
8. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel Agreement with no liability occurring to the State, or offer an Agreement amendment to County to reflect any reduced amount;
9. Agreement is subject to any restrictions, limitations or conditions enacted or promulgated by the United States Government, or any agency thereof, that may affect the provisions, terms or funding of Agreement in any manner;
10. Pursuant to federal policy, Agreement may be terminated by the State with 30-day written notice to County;
11. County warrants by execution of Agreement, that no person or selling agency has been employed or retained to solicit or secure this contract upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting

bona fide employees or bona fide established commercial or selling agencies maintained by County for the purpose of securing business. For breach or violation of this warranty, the State shall, in addition to other remedies provided by law, have the right to annul this contract without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee;

12. Nothing contained in Agreement or otherwise, shall create any contractual relation between the State and any subcontractor or vendor, and no subcontractor shall relieve County of its responsibilities and obligations hereunder. County agrees to be as fully responsible to State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by County. County's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to County. As a result, State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor or vendor of County;
13. Pursuant to federal law, by signing this agreement or execution of this purchase order the Contractor certifies under the penalty of perjury that the contracting entity is not excluded or ineligible from federal assistance programs and thereby is not on the federal government's list of suspended or debarred entities.

Pursuant to federal law, as a component of the procurement process, the Contractor must review the federal government's list of debarred and suspended vendors and ensure no contract award is provided to a vendor on this list. This list may be viewed at <https://sam.gov/content/home>

14. Upon request, county agrees to provide the Secretary of State with a summary report on its activities under this agreement following each election for which funds are expended that includes: the method used to determine the need for funding an eligible activity, including the reliance on an advisory committee or advisory groups, surveys or any other methodology used to assess the need for the eligible activity; the activity performed and funded; the amount of funding expended; the category or categories of need being met; and any performance metric or assessment of the quality of the activity, including unsolicited public comment, advisory committee or advisory group comment, public comment solicited through surveys and on-site assessments conducted by the County, its agents or others.

EXHIBIT E
ADDITIONAL PROVISIONS

1. Secretary of State Policy Regarding Political Activity in the Workplace

SECRETARY OF STATE POLICY REGARDING POLITICAL ACTIVITY IN THE WORKPLACE

The Secretary of State is the state's chief elections officer. It is, therefore, imperative that staff in the Secretary of State's Office, and those who contract with the Secretary of State's Office, refrain from engaging in any political activity that might call into question the office's impartiality with respect to handling election issues. Accordingly, the policy of the Secretary of State's Office with respect to political activity in the workplace, a copy of which will be given to every employee in the Secretary of State's office and incorporated as an attachment to contracts with the Secretary of State's Office, is as follows:

- a. No employee of or contractor with the Secretary of State's Office shall engage in political campaign-related activities on state-compensated or federal-compensated time, except as required by official duties, such as answering inquiries from the public. In those cases where the contractor with the Secretary of State's Office is a county, the term "contractor" shall apply only to county elections office employees, county employees redirected to work temporarily for the county elections office, or any person, firm, company or business that provides reimbursable election-related services to a county elections office in furtherance of a contract. This prohibition shall not apply while an employee is on approved vacation or approved annual leave. This prohibition shall not apply to activities engaged in during the personal time of an employee.
- b. No employee of or contractor with the Secretary of State's Office shall use any state property in connection with political campaign activities. It is strictly prohibited to schedule political campaign-related meetings or to conduct political campaign-related meetings in state office space, even if after normal working hours.
- c. No employee of or contractor with the Secretary of State's Office shall use his or her official status with the Secretary of State's Office to influence political campaign-related activities or to confer support for or indicate opposition to a candidate or measure at any level of government.
- d. No employee of or contractor with the Secretary of State's Office may be involved with political campaign-related telephone calls, letters, meetings or other political campaign-related activities on state-compensated or federal-compensated time. Requests by employees to switch to alternative work schedules, such as 4-10-40 or 9-8-80 work weeks, or to take vacation in order to accommodate political campaign-related activities or to attend political campaign functions, will be judged in the same manner and on the same basis as any other requests of this nature (i.e., existing needs of the office and discretion of the division chiefs).
- e. The receipt or delivery of political campaign contributions or photocopies thereof on state property is strictly prohibited, as is the use of office time or state resources (e.g., intra-office mail or fax machines) to solicit or transmit political campaign contributions.
- f. No employee of or contractor with the Secretary of State's Office may authorize any person to use his or her affiliation with the Secretary of State's Office in an attempt to suggest that the employee's or contractor's support or opposition to a nomination or an election for office or a ballot measure is of an "official," as distinguished from private, character.

- g. No employee of or contractor with the Secretary of State's Office may display political campaign-related buttons, posters, or similar materials in areas visible to individuals who are in public areas of the Secretary of State's Office; nor may an employee of or contractor with the Secretary of State's Office display political campaign-related posters or other materials on windows facing out of the state office building. No employee of or contractor with the Secretary of State's Office may use official authority or influence for the purpose of interfering with or attempting to affect the results of an election or a nomination for any public office.
- h. No employee of or contractor with the Secretary of State's Office may directly or indirectly coerce or solicit contributions from subordinates in support of or in opposition to an election or nomination for office or a ballot measure.
- i. An employee who is paid either partially or fully with federal funds, including the Help America Vote Act of 2002 (HAVA), is subject to the provisions of the federal Hatch Act, and is, therefore, prohibited from being a candidate for public office in a partisan election, as defined in the federal Hatch Act. However, any employee who is to be paid either partially or fully with funds pursuant to HAVA, shall first be consulted about the proposed funding and be informed about the prohibitions of the federal Hatch Act. The employee, whenever possible, shall be given the opportunity to engage in employment that does not involve HAVA funding.
- j. Provisions limiting participation in political campaign-related activities as provided for in this policy statement shall be included in every contract with the Secretary of State's Office.

2. Tablet Criteria

- a. The software and device must be capable of accurately recording all data necessary to assess polling place accessibility (i.e., all portions of the statewide guidelines and checklist used for surveying for polling place accessibility).
- b. The software and device must be capable of transferring all data collected during polling place surveys to a medium where results can be aggregated for purposes of comparing potential polling places, and for purposes of analyzing data at the site level and countywide.
- c. The devices used for housing software to capture data must be used only for the purposes of assessing polling place accessibility with exclusive use safeguarded by appropriate inventory policies and controls.
- d. Polling place specific (site-level) survey results and aggregate survey results must be publicly available upon request.
- e. A report on the program must be produced prior to reimbursement approval that provides certain information, including:
 - 1. A description of the program.
 - 2. Cost of the program, including staff training costs and any costs for data storage (e.g., EMS modification)
 - 3. Amount of vendor support needed for the program's launch and the amount of ongoing support, if any
 - 4. Increased productivity of the program, if any, measured by staff time, ease of data recall and analysis, and other relevant factors

5. Amount of additional ongoing support, if any, necessary to sustain the program (e.g., software licensing costs; upgrade costs; continued vendor support; device maintenance, etc.)

3. Executive Order N-6-22-Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State

If you have questions concerning these restrictions, please refer them to the Secretary of State Office contact person listed on the contract in Exhibit A.

EXHIBIT G

STATE OF CALIFORNIA - SECRETARY OF STATE

CONTRACTOR HAVA ACTIVITY REPORT

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------------------------|----|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|------|----|----|----|----|----|----|----|----|----|-------------------------------|----|---|--|------------------------------------|------------|--------------|---------------|-----|--|------------|--|-----------------------------|--|--|
| NAME | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | COMPANY NAME | | | | | | | | | | Month/Year | | HAVA Coordinator's Approval | | |
| Contract Number: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Location (Sacto/LA) | | | | | | | | | | | | | | |
| HAVA ACTIVITY HOURS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | PROGRAM TIME REPORTING | | | | | | | | | | | | | | |
| | 31 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | | DELIVERABLE NAME | ORG | HOURS | | | | | | | | |
| 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | (Taken from proposal and contract) | | 0.0 | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
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| 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
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| 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.0 | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | MONTHLY TOTAL | 0.0 | | | | | | |
| SIGNATURE OF CONTRACTOR | | | | | | | | | | | | | | | | | | | | | DATE | | | | | | | | | | | | | | | | | | | | | | | | |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

SUBJECT Letter of Support for Bodie
Foundation Invitation to George
Strait

AGENDA DESCRIPTION:

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

Letter of support for Bodie Foundation request that George Strait visit Bridgeport for a concert to benefit Bodie.

RECOMMENDED ACTION:

Approve and authorize Chair to sign letter of support.

FISCAL IMPACT:

None.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

Bridgeport Chamber of Commerce, bbrown@esusd.org
Bodie Foundation, jessica@bodiefoundation.org Benny
Romero, romero2555@ymail.com

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| Letter to George Strait |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/22/2024 3:37 PM | County Counsel | Yes |
| 1/29/2024 4:35 PM | Finance | Yes |

1/30/2024 9:09 AM

County Administrative Office

Yes



Jennifer Kreitz ~ District One Rhonda Duggan ~ District Two Bob Gardner ~ District Three
John Peters ~ District Four Lynda Salcido District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5530 • FAX (760) 932-5531

Queenie Barnard, Clerk of the Board

February 6, 2024

George Strait
PO Box 2119
Hendersonville, TN 37077

Re: Invitation to Perform in Bridgeport, California

Dear Mr. Strait,

We would like to express our support for the Bodie Foundation and Benny Romero's *Out in the Country Concert* to support the old town of Bodie. Bodie (<https://www.bodie.com/>) is a California gold-mining ghost town which was a bustling town of 8,000 people in 1877. After the "bust" in 1881 the population gradually declined until it became a ghost town in the mid-1940s. Bodie was designated as a state park in 1962 and is visited by tourists from all over the world and is an important part of Mono County's history. The Bodie Foundation funds efforts to preserve Bodie so future generations can enjoy a unique piece of California history.

We appreciate your consideration of the Bodie Foundations request and would be honored to welcome you to Mono County if this event would fit your schedule. Please direct any communication to the Mono County Administrative Officer, Sandra Moberly, smoberly@mono.ca.gov, 760-932-5415.

Sincerely,

John Peters
Chair, Mono County Board of Supervisors

CC:

Bridgeport Chamber of Commerce
Bodie Foundation
Benny Romero



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Appointment of Dr. Boo to the First 5
Mono County Children and Families
Commission

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Appointment of Dr. Boo to the First 5 Mono County Children and Families Commission.

RECOMMENDED ACTION:

Appoint Dr. Boo to the Mono County Children and Families Commission to serve a five-year term commencing February 6th, 2024, and expiring February 7, 2029.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/22/2024 3:33 PM | County Counsel | Yes |
| 1/29/2024 3:28 PM | Finance | Yes |
| 1/30/2024 9:00 AM | County Administrative Office | Yes |



Bob Gardner
Commission Chair
Mono County Board of
Supervisors

Stacey Adler, PhD
Commission Vice- Chair
Mono County Superintendent
of Schools

Janice Mendez
Commission Secretary
Project Lead
Community Health in Diabetes
Prevention
Bridgeport Indian Colony

Lauren Plum
Wellness Programming and
Community Outreach
Supervisor, Mono County
Behavioral Health

Michelle Raust
Program Manager, Child and
Adult Services
Mono County Department of
Social Services

Patricia Robertson
Grant and Financial Associate
Mammoth Lakes Housing

Date: February 6, 2024
To: Honorable Board of Supervisors
From: Molly DesBaillets, Executive Director First 5 Mono County
Subject: Appointment of Dr. Boo to the First 5 Mono County
Children and Families Commission

Recommended Action:

Appoint Dr. Boo to the Mono County Children and Families Commission to serve a five-year term commencing February 6th, 2024 and expiring February 7th, 2029.

Discussion:

On behalf of the Mono County Children and Families Commission, I respectfully request the Board of Supervisors to appoint Dr. Boo to the First 5 Mono County Children and Families Commission.

In accordance with Mono County Code, Dr. Boo--who serves as the Mono County Health Officer--wishes to serve under the membership category: *the county health officer and persons responsible for management of the following county functions: Children's services, public health services, behavioral health services, social services, and tobacco and other substance abuse prevention and treatment services*

Fiscal Impact:

None

Molly DesBaillets, MA
Executive Director

Providing leadership in sustaining a network of support for all children, ages 0 through 5 years, and their families. Partnering with the community to improve outcomes in children's health, safety and learning.

P.O. Box 130 ♦ Mammoth Lakes, CA 93546
760-924-7626 ♦ 760-934-8443 (fax) ♦ mdesbaillets@monocoe.org first5mono.org



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Appointments to County Service Area #1

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Appointment of Jeffrey Block and Shaun Troy to County Service Area #1 Board.

RECOMMENDED ACTION:

1) Appoint Jeffrey Block to the County Service Area #1 Board for the remainder of the term expiring on November 30, 2024; and 2) Appoint Shaun Troy to the County Service Area #1 Board for the remainder of the term expiring on November 30, 2026.

FISCAL IMPACT:

None.

CONTACT NAME: Queenie Barnard

PHONE/EMAIL: 7609325534 / qbarnard@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|-------------------------------------|
| Click to download |
| Application - Block |
| Application - Troy |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/30/2024 2:54 PM | County Counsel | Yes |
| 1/29/2024 3:33 PM | Finance | Yes |

1/30/2024 3:18 PM

County Administrative Office

Yes

MONO COUNTY APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS/COMMITTEES

| | |
|---|---|
| DATE | 1/15/24 |
| NAME | JEFF BLOCK |
| POSITION APPLIED FOR: | |
| Mono County Service Area I - Board Member | |
| RESIDENCE ADDRESS | [REDACTED] |
| PHONE | [REDACTED] |
| BUSINESS ADDRESS | |
| PHONE | |
| OCCUPATION | Teacher - Mammoth Middle School 1600 Meridian Blvd |

How did you learn of the opening? Lori Beatty

Please state briefly any experience of which you feel will be helpful when you serve in this appointment. I have years of teaching and

volunteer experience in diverse settings. I spent many years coaching & mentoring young people. I am passionate about helping our community thrive

Other information may be submitted by resume if desired.

Summary of background and skills: I have coached many years in the public & private schools. I have volunteered as an AYSO referee and as a little League coach. I am involved in many youth activities including leading a youth group at Mammoth Christian Fellowship. I also am the Mammoth middle schools Boys basketball coach.

Professional experience: YOUTH Pastor - 6 yrs
Teacher - Avito, Ecuador - 3 yrs
Coach - 4+ years, San Diego; Ecuador
Property Management - 3 yrs, Mammoth
Retail - 12 yrs, San Diego

Education: BA - Journalism - Point Loma Nazarene Univ. '02
MATS - Bethel Seminary San Diego '15

Professional and/or community organizations: Mammoth Christian
Fellowship, AYSO,

Personal interests and hobbies: Family time, basketball, board
games, reading, coaching, church.

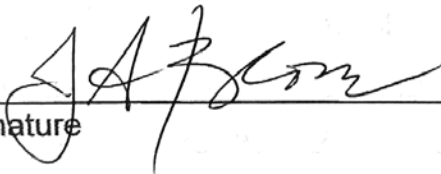
Have you ever been convicted of a felony, which would disqualify you from appointment? If you are appointed and cannot be bonded as required, your appointment will be revoked. NO

If you desire a personal interview or wish to address the Board, you may contact the Board of Supervisor's Office directly at (760) 932-5530.

Please return application to:

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

Signature



Date

1/15/24

MONO COUNTY APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS/COMMITTEES

| | |
|------------------------------|------------|
| DATE | 12/11/2023 |
| NAME | Shawn Troy |
| POSITION APPLIED FOR: | |
| CSA 1 Board Member | |

| | |
|--------------------------|---|
| RESIDENCE ADDRESS | |
| PHONE | |
| BUSINESS ADDRESS | Mammoth Lakes, CA 93546 |
| PHONE | 760-965-6317 |
| OCCUPATION | Finance Analyst - Town of Mammoth Lakes |

How did you learn of the opening? 3 current board members approached me about it when they learned I was moving to Crowley.

Please state briefly any experience of which you feel will be helpful when you serve in this appointment: 6+ years serving in local government with the Town of Mammoth Lakes including working with Parks & Rec, Finance, Engineering, and Public Works.

Other information may be submitted by resume if desired.

Summary of background and skills: My background is in finance. Working for the Town of Mammoth Lakes, I have been able to leverage my finance background in a unique position that sees me manage Public Works' capital projects budgets & funding sources. I am a problem solver and creative thinker which I use to create new systems and solutions to make Town Departments more efficient in their daily operations.

Professional experience: 5 years (2016-2021) - Junior Ski Team coach at Mammoth Mountain

6+ years (2017-Present) - Town of Mammoth Lakes, Parks & Rec. Leader, Engineering Intern, Finance Analyst. As a Finance Analyst I have managed capital project budgets, built custom Quickbase apps for Capital Projects, Fleet Management, and I am currently building an app for Certified Properties.

Education: Bachelor's degree in Business from Quincy University

Professional and/or community organizations: Administrative duties for Mono County LTC

Personal interests and hobbies: skiing, mountain biking, hiking, exploring, gardening. I love the outdoors and there is no better place to live than the Eastern Sierras if you love the outdoors.

Have you ever been convicted of a felony, which would disqualify you from appointment? If you are appointed and cannot be bonded as required, your appointment will be revoked. NO

If you desire a personal interview or wish to address the Board, you may contact the Board of Supervisor's Office directly at (760) 932-5530.

Please return application to: Clerk of the Board
County of Mono
P. O. Box 715
Bridgeport, CA 93517

[Handwritten Signature]
Signature

12/11/2023
Date



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT Lease of Office Space in Civic Center to Eastern Sierra Child Support Services

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Proposed lease with Eastern Sierra Child Support Services pertaining to leasing space in the Mono County Civic Center.

RECOMMENDED ACTION:

Approve and authorize the CAO to sign lease with Eastern Sierra Child Support Services to lease space within the Mono County Civic Center for the period March 1, 2024, through March 1, 2027, at a rate of \$250 per month (\$3,000 per year).

FISCAL IMPACT:

Receipt of \$3,000 annually which reduces of rents paid by departments to cover debt service on the Civic Center Certificates of Participation.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------------|
| Click to download |
| Staff Report |
| Draft Lease ESDCSS |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/24/2024 2:31 PM | County Counsel | Yes |
| 1/29/2024 3:11 PM | Finance | Yes |

1/30/2024 9:09 AM

County Administrative Office

Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

BOARD OF SUPERVISORS

CHAIR

Rhonda Duggan / District 2

VICE CHAIR

John Peters / District 4

Bob Gardner / District 3

Lynda Salcido / District 5

Jennifer Kreitz / District 1

COUNTY DEPARTMENTS

ASSESSOR

Hon. Barry Beck

DISTRICT ATTORNEY

Hon. David Anderson

SHERIFF / CORONER

Hon. Ingrid Braun

ANIMAL SERVICES

Chris Mokracek "Interim"

BEHAVIORAL HEALTH

Robin Roberts

COMMUNITY DEVELOPMENT

Wendy Sugimura

COUNTY CLERK-RECORDER

Queenie Barnard

COUNTY COUNSEL

Stacey Simon, Esq.

ECONOMIC DEVELOPMENT

Jeff Simpson

EMERGENCY MEDICAL SERVICES

Bryan Bullock

FINANCE

Janet Dutcher

CPA, CGFM, MPA

HEALTH AND HUMAN SERVICES

Kathryn Peterson

INFORMATION TECHNOLOGY

Mike Martinez

PROBATION

Karin Humiston

PUBLIC WORKS

Paul Roten

To: Board of Supervisors

From: Sandra Moberly, County Administrative Officer

Date: February 6, 2024

Re: Lease of Office Space in Civic Center to Eastern Sierra
Department of Child Support Services

Discussion

Eastern Sierra Department of Child Support Services (ESDCSS) provides a variety of child support services to Mono County residents to help parents fulfill their responsibilities to their child(ren). These services include:

- Establishing paternity (fatherhood)
- Locating parents
- Requesting child support orders from the court
- Requesting medical support orders from the court
- Enforcing child and spousal support orders
- Modifying child support orders
- Collecting and sending child support

ESDCSS currently provides services to Mono County residents several days a week at a suite in the Mammoth Mall in Mammoth Lakes. ESDCSS would like to relocate to the Civic Center to allow them to better serve the community by being in a location where other County services are provided. The County currently has a small counseling room (Tioga Room) that is not currently being used which would meet the needs of ESDCSS. The attached lease will allow ESDCSS to lease this small space from the County and provide child support services within the County building, which will consolidate services and provide better availability to our customers.

**OFFICE LEASE FOR PROPERTY LOCATED
AT 1290 TAVERN ROAD, MAMMOTH LAKES, CALIFORNIA**

1. Parties

This Office Lease Agreement (“Lease”) is made as of the April 1, 2024, by and between County of Mono, a political subdivision (hereinafter referred to as “Landlord”) and Inyo County - Eastern Sierra Child Support Services. (“Tenant”).

2. Leased Premises

Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, an amount of square footage, which for initial reference purposes only shall be described as approximately 58 useable square feet of space, known as the Tioga Room, (the “Leased Premises”) of the property commonly referred to as 1290 Tavern Road, Mammoth Lakes, Mono County, California, (the “Property”). A floor plan of the Property depicting the Leased Premises is attached to this Lease as Exhibit “A” and incorporated herein by this reference.

3. Term

The term of this Lease shall be for one year commencing on April 1, 2024, and ending on March 31, 2025.

4. Rent

Tenant shall pay to the Landlord as rent for the Leased Premises the sum of \$250 per month, for a total annual amount of \$3,000, in advance on the first day of each month during the term hereof but in no event later than the tenth day of each month. Rent shall be payable without notice or demand in lawful money of the United States to the Landlord at the address stated herein for notice or such other persons or such other places as the Landlord may designate to the Tenant in writing.

5. Taxes

a. Real Property Taxes

i. Landlord shall pay all real property taxes and general assessments levied and assessed against the Leased Premises during the term of the Lease.

b. Personal Property Taxes

i. Tenant shall pay any taxes assessed against and levied upon the trade fixtures, furnishings, equipment and other personal property of Tenant contained in the Leased Premises.

6. Utilities

Landlord shall pay for all utilities, including, but not limited to, propane, electric, garbage, and other utility services supplied to the Leased Premises together with any taxes thereon and for all connection charges.

7. Condition of Premises

Tenant has examined Leased Premises, all furniture, furnishings, appliances and landscaping, if any, and fixtures, including smoke detectors and acknowledges that these items are clean and in operative condition. The portion of the Leased Premises consisting of Existing Space shall be delivered to Tenant in its current "AS IS" condition. Nothing in this Section regarding the condition of the Leased Premises shall be construed as relieving Landlord of any obligation it may otherwise have under this Lease to properly repair and maintain the Building and Property in good order, condition, and repair.

8. Maintenance of Premises

The Tenant will provide all basic janitorial services for the Leased Premises, including trash removal, vacuuming and dusting in all common areas, as well as snow removal in and around the designated parking areas.

Landlord is responsible for any minor maintenance and repair of appliances and fixtures, including the cost of such maintenance and repair, which were a part of the Leased Premises prior to occupancy by Tenant. This includes, but is not limited to: plumbing, septic, heating, electrical, and lighting, unless there is evidence that the need for repair was caused by negligence or willful misconduct of Tenant or Tenant's employees or clients. Tenant shall make its staff available to assist with completing such minor maintenance as requested by the Landlord. Requests should be made in writing to Tenant and Tenant shall respond with either a timeline for completion of the repair or a statement that its staff are not available to assist with a given repair within a reasonable time. In the event that any large repair of appliance and fixtures is required, Landlord will be responsible for 64% of the cost and Tenant will be responsible for 36% of the cost, unless otherwise negotiated by the parties at that time. For purposes of this paragraph, large repair is defined as any repair costing in excess of two thousand dollars (\$2000.00).

Tenant is responsible for the maintenance and repair of any additional amenities or fixtures Landlord has permitted Tenant to add or install pursuant to the procedure set forth in paragraph 9 below.

9. Alterations and Additions

Tenant shall not, with the exception of certain Required Improvements set forth in paragraph 10, without Landlord's prior written consent, make any alterations, improvements or additions to or about the Premises. If Tenant desires to add any additional fixtures or amenities, including, but not limited to air conditioning, then Tenant shall give Landlord written notice, specifying therein the fixtures or amenities Tenant wishes to add or install. If Landlord consents to such addition or installation, it shall so advise Tenant in writing. Tenant may then make the installation, at its sole expense, with the exception of certain Required Improvements set forth in paragraph 10, which shall be subject to the cost-sharing arrangement described in Paragraph 8.

Landlord shall not unreasonably withhold consent to make any alterations, improvements or additions to or about the Leased Premises nor shall Landlord withhold consent where such alterations, improvements, or additions are required by law. Landlord hereby consents to the placement of wiring for phones, computers, and security systems in the walls and floors of the office building portion of the Leased Premises and to the installation of signage on the exterior of the Building indicating the location of Tenant's offices therein.

10. Use of Premises

The Leased Premises shall be used for the operation of Child Support Services, which are open to the public. No other use shall occur within the Leased Premises without the prior written consent of the Landlord.

11. Parking

There is public parking at the Premises. All parking spots in the parking lot and on the street are available on a first-come-first-served basis.

12. Confidentiality

Landlord acknowledges that Tenant's personal, confidential, and/or sensitive material is contained on the Leased Premises and that it must be kept secure from unauthorized access pursuant to federal and state laws. Landlord understands that it is not authorized to access said personal, confidential, and/or sensitive material and agrees that it will not access, attempt to access, or assist any other unauthorized person in accessing said personal, confidential and/or sensitive material.

Tenant acknowledges Landlord's personal, confidential and/or sensitive material is contained on the Premises and that it must be kept secure from unauthorized access pursuant to federal and state laws. Tenant understands that it is not authorized to access said personal, confidential, and/or sensitive material at any time, including, but not limited to, the times during which janitorial services are provided pursuant to Paragraph 8 above, and agrees that it will not access, attempt to access, or assist any other unauthorized person in accessing said personal, confidential, and/or sensitive material.

13. Hold Harmless

Tenant shall indemnify and hold Landlord harmless from and against any and all claims arising from Tenant's use or occupancy of the Leased Premises or from the conduct of its business or from activity, work, or things which may be permitted or suffered by Tenant in or about the Leased Premises, including all damages, costs, attorney's fees, expenses and liabilities including in the defense of any claim or action or proceeding arising therefrom.

Landlord shall indemnify and hold Tenant harmless from and against any and all claims arising from Landlord's use or occupancy of the Premises or from the conduct of its business or from activity, work, or things which may be permitted or suffered by Landlord in or about the Premises, including all damages, costs, attorney's fees, expenses and liabilities including in the defense of any claim or action or proceeding arising therefrom.

14. Insurance

Tenant shall, at Tenant's expense, obtain and keep in force during the term of this Lease a policy of combined, single limit, bodily injury and property damage insurance insuring Landlord and Tenant against any liability arising out of the use, occupancy, or maintenance of the Leased Premises by Tenant.

Such insurance shall be a combined single limit policy in the amount of not less than one million dollars (\$1,000,000.00). Tenant shall provide Landlord with a copy of the certificate of insurance demonstrative the above terms.

Landlord shall obtain and keep in force during the Term of this Lease a policy of insurance covering loss or damages to the Premises against all perils included within the classification of fire, extended coverage vandalism (excluding earthquake or flood).

15. Assignment and Subletting

Tenant shall not voluntarily or by operation of law assign, transfer, sublet, mortgage, or otherwise transfer or encumber all or part of Tenant's interest in this Lease or in the Leased Premises without Landlord's prior written consent.

16. Cancellation

This Lease may be terminated by Tenant or Landlord, at will and without cause, by giving the other party six (6) months' written notice of such intent to cancel.

17. Default

It is agreed between the parties that if any rent shall be due and unpaid, or if Tenant shall default and breach any other covenant or provisions of the Lease, then the Landlord may, after giving Tenant notice of such breach or default and a reasonable period of time to in which effectuate a cure, and if same is not corrected within that time period, terminate this Lease. Upon such termination, Tenant shall remove its property from the Leased Premises as soon as reasonably practicable.

18. Surrender

Unless this Lease is extended by mutual written agreement of the Landlord and Tenant on or prior to the last day of the Term of this Lease, Tenant shall surrender the Premises to Landlord in good and clean condition, ordinary wear expected.

19. Lease Renewal

This Lease shall automatically be extended for up to three (3) subsequent one-year terms under the same conditions as contained herein, or subject to modified terms and conditions as agreed upon by the Landlord and Tenant in writing, unless written notice on a party's intent not to renew is provided at least thirty (30) days prior to the end of a Term.

20. Binding on Successor and Assigns

Each provision of this Lease performable by Tenants shall be deemed both a covenant and a condition. The terms, conditions, and covenants of this Lease shall be bonding upon and shall inure to the benefit of each of the parties hereto, their heirs, personal representatives, successors and assigns.

21. Notices

Whenever under this Lease a provision is made for any demand, notice, or declaration of any kind, it shall be in writing and sent by United States mail, postage prepaid, addressed to the following:

The Landlord:
Mono County
P.O. Box 696
Bridgeport, CA 93517

The Tenant:
Inyo County - ESCSS
1360 N. Main Street, Suite 237
Bishop, CA 93514

22. Damage to Premises

If, by no fault of the Tenant, Leased Premises are totally or partially damaged or destroyed by fire, earthquake, accident or other casualty, which render Leased Premises uninhabitable, either Landlord or Tenant may terminate this agreement by giving the other written notice. Rent shall be abated as of the date of the damage. The abated amount shall be the current monthly rent pro-rated on a 30-day basis. If this agreement is not terminated, Landlord shall repair such damage in a timely manner, and rent shall be reduced based on the extent to which the damage interferes with Tenant’s reasonable use of Leased Premises.

23. Integration

Landlord and Tenant agree that this Lease constitutes the entire agreement of the parties with respect to the rental of the Leased Premises. No prior agreements, written or oral, exist which could alter the terms of this Lease Agreement.

24. Voluntary Execution

Landlord acknowledges that this Lease is executed voluntarily by her or him, without duress or undue influence on the part or on behalf of the County. The Tenant and Landlord acknowledge that this lease is executed voluntarily by each, without duress or undue influence on the part of or on behalf of the Landlord. The Thant and Landlord enter this agreement knowingly aware of the contents of this Lease.

In witness thereof, the parties hereto have set their hands and seals this ____ day of _____, 2024.

COUNTY OF MONO

By: _____

By: _____

Dated: _____

Dated: _____

Taxpayer’s Identification or Social Security Number

APPROVED AS TO FORM:

County Counsel

APPROVED BY RISK MANAGEMENT:

Risk Manager



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Public Works

TIME REQUIRED

SUBJECT

A Resolution of the Mono County Board of Supervisors Authorizing the Public Works Director to Accept and Consent to Recordation of Two Easement Deeds for Eastside Lane

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed resolution, "A Resolution Of The Mono County Board Of Supervisors Authorizing The Public Works Director To Accept And Consent To Recordation Of Two Easement Deeds For Eastside Lane".

RECOMMENDED ACTION:

Adopt proposed resolution.

FISCAL IMPACT:

None.

CONTACT NAME: Sean Robison

PHONE/EMAIL: (760) 932-5445 / srobison@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
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| <input type="checkbox"/> Staff Report |
| <input type="checkbox"/> Resolution Easements |
| <input type="checkbox"/> Easement 055 |
| <input type="checkbox"/> Easement 056 |

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/23/2024 5:20 PM | County Counsel | Yes |
| 1/29/2024 2:56 PM | Finance | Yes |
| 1/30/2024 8:57 AM | County Administrative Office | Yes |



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

Date: February 6, 2024

To: Honorable Chair and Members of the Board of Supervisors

From: Paul Roten, Public Works Director

Re: Mono County Jail Update

Background:

Mono County Public Works intends to perform road improvements on a portion of Eastside Lane using funding provided by the State Transportation Improvement Program (STIP). STIP requires that Mono County have easements for all portions of roads to be improved. A portion of Eastside Lane encroaches onto APN's 002-460-055-000 and 002-460-056-000. No easements exist for this encroachment.

Discussion:

Karen Johnston, owner of said parcels, has agreed to grant Mono County Road easements for said encroaching portion of Eastside Lane. Formal acceptance of the easement deeds must be accomplished through an action by the Board of Supervisors.

Please contact me at 760-709-0427 if you have any questions regarding this item.

Respectfully submitted,

Paul Roten
Public Works Director

- Draft Resolution
- Draft Easement Deed 002-460-055
- Draft Easement Deed 002-460-056



RESOLUTION NO. R24-

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE PUBLIC WORKS DIRECTOR TO ACCEPT AND CONSENT TO
RECORDATION OF TWO EASEMENT DEEDS FOR EASTSIDE LANE**

WHEREAS, pursuant to California Law, deeds or grants conveying an interest in real property to a government agency may not be recorded without the consent of the government agency; and,

WHEREAS, Government Code Section 27281 allows the legislative body of the government agency to authorize one or more officers or agents to accept and consent to the recordation of such deeds or grants; and,

WHEREAS, the Board of Supervisors wishes to authorize the Public Works Director to accept and consent to recordation of two easement deeds offered by Karen Johnston to satisfy conditions of the State Transportation Improvement Program (STIP);

NOW, THEREFORE, BE IT RESOLVED that the Public Works Director is hereby authorized to accept and consent to the recordation of two easement deeds offered by Karen Johnston to satisfy conditions of the State Transportation Improvement Program (STIP). Drafts of said easement deeds are attached hereto as Exhibit A and incorporated by this reference. The final easement deeds shall be in substantially the same form as Exhibit A, with any modifications thereto approved as to form by County Counsel, and acceptable to the Public Works Director.

APPROVED AND ADOPTED this ____ day of January 2024, by the following vote of the Board of Supervisors, County of Mono:

AYES :

NOES :

ABSENT :

ABSTAIN :

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Chair
Mono County Board of Supervisors

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ATTEST:

Approved as to Form:

Clerk of the Board

County Counsel

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

County of Mono
Department of Public Works
PO Box 457
Bridgeport, CA 93517

FREE RECORDING_ GOVERNMENT CODE 27383
R&T 11922 DEED TO PUBLIC AGENCY, -0- TRANSFER TAX DUE

EASEMENT DEED

_____ GRANT(S) TO THE

COUNTY OF MONO, CALIFORNIA

An easement with a right of immediate entry and continued possession for the construction, improvement, maintenance, repairs, and operation for road purposes, to, over, across and under that specific property described on EXHIBIT "A" and depicted on EXHIBIT "B", which are attached hereto and incorporated by this reference.

REFERENCE: R2 -

By: _____

A.P.N. 002-460-055-000

Date _____ **20**

By: _____

NOTARY PUBLIC CERTIFICATE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF MONO

On _____ before me, _____ personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS by my hand and official seal,

NO TAX DUE

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed herein is hereby accepted by order of the Mono County Board of Supervisors pursuant to Council Resolution No. _____ dated _____, 20_____, and grantee consents to recordation thereof by its duly authorized officer.

COUNTY OF MONO, CALIFORNIA

By: _____

Dated:

EXHIBIT A

An easement being for road purposes across a portion of Parcel 1 of Parcel Map No. 31-89, as filed for record in Book 4, Page 165, of Parcel Maps in the Official Records of the County of Mono, lying entirely within the North $\frac{1}{2}$ of Section 16, Township 8 North, Range 23 East of the Mount Diablo Meridian, said County of Mono, State of California, and being more particularly described as follows:

BEGINNING at the Southwest corner of said Parcel 1;

THENCE, N00°40'46"W a distance of 261.76 feet along the West boundary of said Parcel 1;

THENCE, S89°20'09"W a distance of 40.00 feet along the boundary of said Parcel 1;

THENCE, departing said boundary N00°39'57"W a distance of 74.82 feet along the East boundary of an existing 10' easement for public road and utilities, per Parcel Map 31-18 found in PM Book 1, at Page 68, in said Official Records of Mono County, to a point on the North boundary of said Parcel 1;

THENCE, departing said North boundary S32°06'23"E a distance of 134.21 feet;

THENCE, S00°40'46"E, a distance of 222.37 feet to a point on the South boundary of said Parcel 1;

THENCE, S89°54'14"W, a distance of 30.00 feet along the South boundary of said Parcel 1, to the POINT OF BEGINNING;

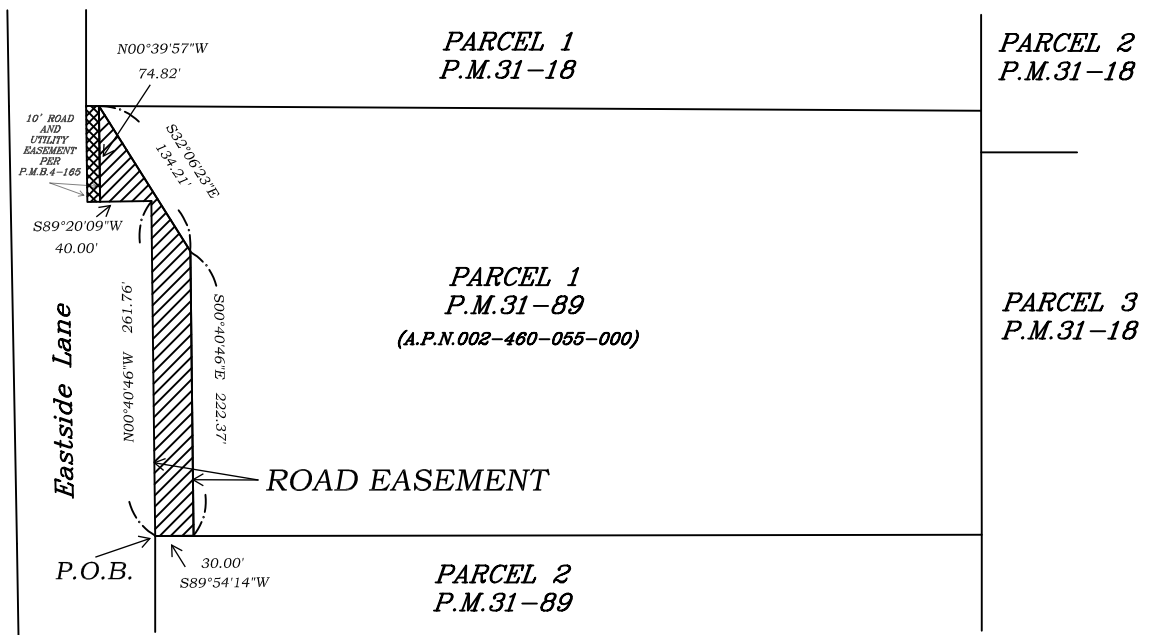
CONTAINING 9,086 square feet, or 0.21 acre, more or less.

BASIS OF BEARING being said Parcel Map 31-89, Book 4, Page 165 of Parcel Maps.

SEE EXHIBIT "B" attached hereto and made a part hereof.

Prepared by:
Richard B. Byrem, CA PLS 9129
Mono County Surveyor

AN EASEMENT FOR ROAD PURPOSES ACROSS PARCEL 1 OF PARCEL MAP 31-89 AS RECORDED IN BOOK 4 OF PARCEL MAPS AT PAGE 165 FILED IN THE COUNTY OF MONO, CALIFORNIA, AND BEING LOCATED IN A PORTION OF THE N $\frac{1}{2}$ OF SECTION 16, T8N, R23E, MDBM, COUNTY OF MONO, CALIFORNIA



1" = 150'

BASIS OF BEARINGS

P.M.31-89, P.M.B.4 PG.165

PARCEL 1, P.M.31-89
APN 002-460-055-000

EXHIBIT B

12/20/23

S. Robison
Mono County
Staff

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

County of Mono
Department of Public Works
PO Box 457
Bridgeport, CA 93517

FREE RECORDING_ GOVERNMENT CODE 27383
R&T 11922 DEED TO PUBLIC AGENCY, -0- TRANSFER TAX DUE

EASEMENT DEED

_____ GRANT(S) TO THE

COUNTY OF MONO, CALIFORNIA

An easement with a right of immediate entry and continued possession for the construction, improvement, maintenance, repairs, and operation for road purposes, to, over, across and under that specific property described on EXHIBIT "A" and depicted on EXHIBIT "B", which are attached hereto and incorporated by this reference.

REFERENCE: R2 -

By: _____

A.P.N. 002-460-056-000

Date _____ **20**

By: _____

NOTARY PUBLIC CERTIFICATE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF MONO

On _____ before me, _____ personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS by my hand and official seal,

NO TAX DUE

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed herein is hereby accepted by order of the Mono County Board of Supervisors pursuant to Council Resolution No. _____ dated _____, 20_____, and grantee consents to recordation thereof by its duly authorized officer.

COUNTY OF MONO, CALIFORNIA

By: _____

Dated:

EXHIBIT A

A 30' foot wide easement being for road purposes across a portion of Parcel 2 of Parcel Map No. 31-89, as filed for record in Book 4, Page 165, of Parcel Maps in the Official Records of the County of Mono, lying entirely within the North ½ of Section 16, Township 8 North, Range 23 East of the Mount Diablo Meridian, said County of Mono, State of California, and being more particularly described as follows:

BEGINNING at the Southwest corner of said Parcel 2;

THENCE, N00°40'46"W a distance of 338.77 feet along the West boundary of said Parcel 2 to the Northwest corner thereof;

THENCE, N89°54'14"E a distance of 30.00 feet along the North boundary of said Parcel 2;

THENCE, departing said North boundary S00°40'46"E a distance of 338.77 feet to a point on the South boundary of said Parcel 2;

THENCE, S89°54'14"W, a distance of 30.00 feet along said South line of Parcel 2 to the POINT OF BEGINNING;

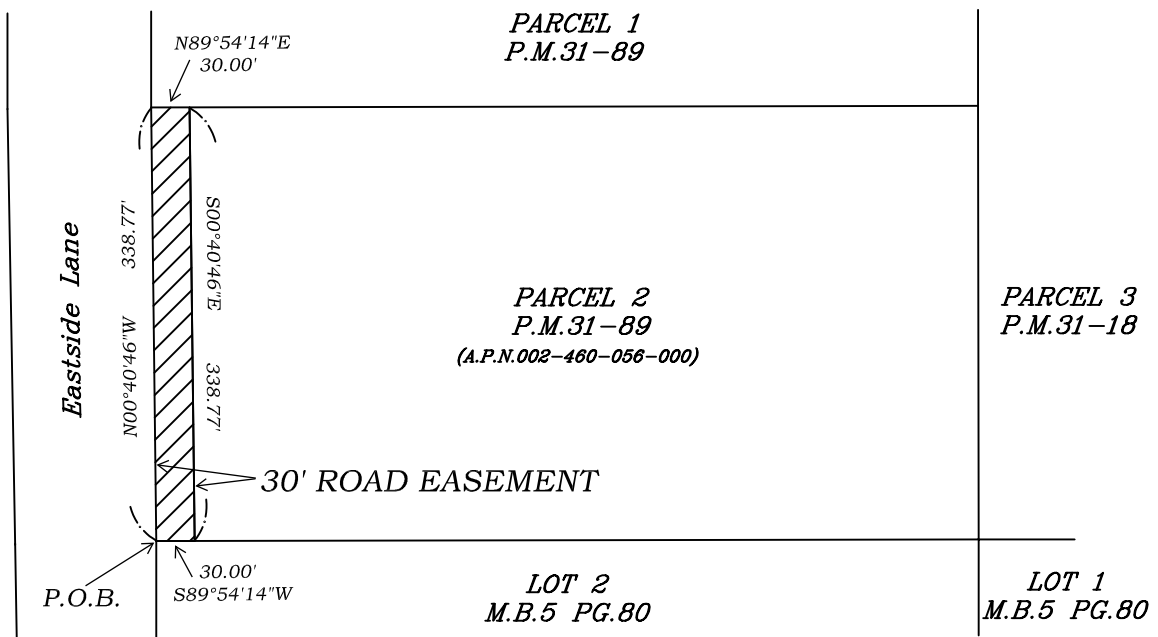
CONTAINING 10,163 square feet, or 0.23 acre, more or less.

BASIS OF BEARING being said Parcel Map 31-89, Book 4, Page 165 of Parcel Maps.

SEE EXHIBIT "B" attached hereto and made a part hereof.

Prepared by:
Richard B. Byrem, CA PLS 9129
Mono County Surveyor

A 30' EASEMENT FOR ROAD PURPOSES ACROSS PARCEL 2 OF PARCEL MAP 31-89 AS RECORDED IN BOOK 4 OF PARCEL MAPS AT PAGE 165 FILED IN THE COUNTY OF MONO, CALIFORNIA, AND BEING LOCATED IN A PORTION OF THE N½ OF SECTION 16, T8N, R23E, MDBM, COUNTY OF MONO, CALIFORNIA



BASIS OF BEARINGS

P.M.31-89, P.M.B.4 PG.165

1" = 150'

PARCEL 2, P.M.31-89
APN 002-460-056-000

EXHIBIT B

12/19/23

S. Robison
Mono County
Staff



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT County Membership in Local
Chambers of Commerce

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

A resolution of the Mono County Board of Supervisors declaring a public purpose for and authorizing County membership in Chambers of Commerce within the jurisdictional boundaries of Mono County.

RECOMMENDED ACTION:

Adopt proposed resolution.

FISCAL IMPACT:

Total cost to join all Chambers is \$3,975. This will be included in the annual CAO's budget on an ongoing basis.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| <p>Click to download</p> <p> Resolution of public purpose</p> |
|---|

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/30/2024 3:00 PM | County Counsel | Yes |
| 1/29/2024 3:24 PM | Finance | Yes |
| 1/30/2024 3:19 PM | County Administrative Office | Yes |



R24-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
DECLARING A PUBLIC PURPOSE FOR AND AUTHORIZING
COUNTY MEMBERSHIP IN CHAMBERS OF COMMERCE
WITHIN THE JURISDICTIONAL BOUNDARIES OF MONO COUNTY**

WHEREAS, Mono County includes the Town of Mammoth Lakes and the various unincorporated regions which have no city or town government, but which are united from a business perspective under the leadership of local chambers of commerce; and

WHEREAS, where a chamber of commerce is not organized for profit and does not share net earnings with any private shareholder or individual, it is exempt from taxation under the Internal Revenue Code; and

WHEREAS, Mono County's various chambers of commerce including: the Lee Vining Chamber of Commerce; the Bridgeport Chamber of Commerce; the June Lake Chamber of Commerce; the Northern Mono Chamber of Commerce; and the Mammoth Chamber of Commerce (the "Chambers") provide a valuable service to businesses and to the County's residents and visitors; and

WHEREAS, among other things, the Chambers provide information to aid visitors in obtaining local services, coordinate between and among local businesses to achieve community-wide benefits such as producing maps and events, and serve as a means to transmit important information such as road closures, local agency or community news, wildfire updates, and more; and

WHEREAS, the above services and others provided by Mono County's local chambers of commerce, help to expand the reach of the County into its communities by providing two-way conduits for local information, enhancing local economic outcomes, and sharing scarce resources to maximize public benefit; and

WHEREAS, the Board of Supervisors wishes to support the work of the County's chambers of commerce through membership in these vital organizations;

NOW, THEREFORE, the Board of Supervisors of the County of Mono hereby finds and resolves that:

SECTION ONE: The above recitals are adopted as findings of the Board of Supervisors. The Board further finds that County financial support for chambers of commerce within the jurisdictional boundaries of Mono County, including the Town of

1
2 Mammoth Lakes, through County membership, serves and supports the public purposes stated
3 above.

4 **SECTION TWO:** The County Administrative Officer or designee is hereby directed
5 to take such steps as necessary for the County of Mono to join any chamber of commerce
6 within the jurisdictional boundaries of County of Mono, including within the Town of
7 Mammoth Lakes, which is exempt from taxation under section 510(c)(6) of the Internal
8 Revenue Code and the County Auditor is authorized to pay funds for such purpose.

9 **PASSED, APPROVED and ADOPTED** this 6th day of February, 2024, by the
10 following vote, to wit:

11 **AYES:**

12 **NOES:**

13 **ABSENT:**

14 **ABSTAIN:**

15 _____
16 John Peters, Chair
17 Mono County Board of Supervisors

18 **ATTEST:**

19 **APPROVED AS TO FORM:**

20 _____
21 Clerk of the Board

22 _____
23 County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: District Attorney

TIME REQUIRED

SUBJECT Approval of 2022-23 Victim/Witness
Assistance Program Grant

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2022-23) and authorizing the District Attorney to sign for and administer the grant.

RECOMMENDED ACTION:

Adopt proposed resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2022-23).

FISCAL IMPACT:

Revenue received in the amount of \$263,153.

CONTACT NAME: David Anderson

PHONE/EMAIL: 760-924-1714 / danderson@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|--------------------------------|
| Click to download |
| Staff Report |
| Resolution |
| Grant Approval |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/30/2024 2:58 PM | County Counsel | Yes |

1/29/2024 4:39 PM

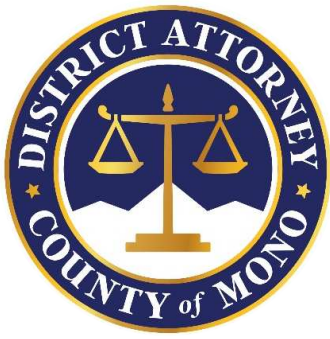
Finance

Yes

1/30/2024 3:18 PM

County Administrative Office

Yes



OFFICE OF THE DISTRICT ATTORNEY COUNTY OF MONO

DAVID ANDERSON
District Attorney

Date: January 4, 2024
To: Honorable Board of Supervisors
From: David Anderson, District Attorney
Re: Approval of 2022/23 Victim/Witness Assistance Program Grant

Subject

Resolution approving and authorizing the Mono County District Attorney to participate in and administer the Victim/Witness Assistance Program which is part of the District Attorney's Victim/Witness Program.

Recommendation

Sign a Resolution approving the acceptance of the Victim/Witness Assistance Program grant funds for FY 2022/23 and authorize the Mono County District Attorney to sign and administer the grant program.

Discussion

For the past 30 years, the Mono County District Attorney has applied for and been awarded grant funds through the California Office of Emergency Services, Victim/Witness Grant Program. The 2022/23 award amount is for \$263,153.00 and was awarded in October 2022. The funds are used to operate the mandated Victim/Witness Program within the Office of the District Attorney. This program supplies and supports victims of crime by providing constitutionally mandated services that assure that victims of crime can participate and have a voice in the criminal justice process.

Fiscal Impact

Revenue in the amount of \$263,153.00 to the District Attorney's Victim/Witness Program budget for 2022/23 fiscal year.



R24-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS AUTHORIZING THE MONO COUNTY DISTRICT
ATTORNEY'S OFFICE TO PARTICIPATE IN THE VICTIM/WITNESS GRANT
PROGRAM (FY 2022-23) AND AUTHORIZE THE DISTRICT ATTORNEY TO SIGN
FOR AND ADMINISTER THE GRANT**

WHEREAS, the Mono County District Attorney desires to participate in the Victim/Witness Grant supported by federal grant funds and administered by the Office of Emergency Services (hereafter referred to as OES);

NOW, THEREFORE, BE IT RESOLVED that the Mono County District Attorney is authorized on behalf of the Board of Supervisors to submit the grant proposal for this funding and to sign the Grant Agreement with the OES, including any amendments thereof.

BE IT FURTHER RESOLVED that federal grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the county agrees to abide by the statutes and regulations governing the Victim/Witness Program as well as the terms and conditions of the Grant Agreement as set forth by the OES.

PASSED, APPROVED and ADOPTED this 6th day of February 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Peters, Chair
Mono County Board of Supervisors

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ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



August 23, 2022

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

Subject: Notification of Grant Subaward Application Approval
Victim/Witness Assistance Program
Grant Subaward #: VW22 32 0260

Dear Tim Kendall:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$263,153, subject to Budget approval. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

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

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

Please contact your Program Specialist, Tosha Enos, at (916) 845-8139 with questions about this notice.

VS Grants Processing Unit

cc: Subrecipient's file
Program Specialist

SPECIAL CONDITION

Grant Subaward No. VW22 32 0260 is hereby approved with the following conditions:

- The 2022 VOCA funds in the amount of \$81,360 cannot be expended until Cal OES has access to funds through the applicable 2022 VOCA Federal award.
- Operational Agreements (OAs) must cover the entire grant period and therefore those OAs that expire prior to the end of the Grant Subaward performance period must be renewed as soon as they expire. Renewed OAs must be kept on file at your agency and an updated Operational Agreement Summary Form must be sent to your program specialist upon completion.

Should the Federal award(s) be reduced, you will be notified and required to amend the Grant Subaward.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.

MR

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

MR


The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

- 1. Subrecipient: Mono County 1a. UEI#: L7XGDNTU7B98 TE
- 2. Implementing Agency: Mono County District Attorney 2a. UEI#: L7XGDNTU7B98 TE
- 3. Implementing Agency Address: 1290 Tavern Road P.O. Box 2053 Mammoth Lakes 93546-2053
(Street) (City) (Zip+4)
- 4. Location of Project: Mammoth Lakes Mono 93546-2053
(City) (County) (Zip+4)
- 5. Disaster/Program Title: VW - Victim/Witness Assistance Program 6. Performance/Budget Period: 10/1/2022 to 9/30/2023
(Start Date) (End Date)
- 7. Indirect Cost Rate: N/A Federally Approved ICR (if applicable): _____ %

| Item Number | Grant Year | Fund Source | A. State | B. Federal | C. Total | D. Cash Match | E. In-Kind Match | F. Total Match | G. Total Cost |
|--------------|----------------|-------------|-----------------|------------------|------------------|---------------|------------------|----------------|------------------|
| 8. | 2020 | VOCA | | \$165,000 | | | | | \$165,000 |
| 9. | 2022 | VOCA | | \$81,360 | | | | | \$81,360 |
| 10. | 2022 | VWA0 | \$16,793 | | | | | | \$16,793 |
| 11. | Select | Select | | | | | | | |
| 12. | Select | Select | | | | | | | |
| Total | Project | Cost | \$16,793 | \$246,360 | \$263,153 | | | | \$263,153 |

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, the Assurances/Certifications, and any attached Special Conditions. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**
 Name: Tim Kendall Title: District Attorney
 Payment Mailing Address: P.O. Box 2053 City: Mammoth Lakes Zip Code+4: 93546-2053
 Signature:  Date: Jun 29, 2022
Tim Kendall (Jun 29, 2022 13:23 CDT)

16. Federal Employer ID Number: 956025661

(FOR Cal OES USE ONLY)

I hereby certify by my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

| | |
|--|--|
| <u>Mary Rucker</u> 8/23/2022 <small>9A3D6B0E24D405...</small> (Cal OES Fiscal Officer) | <u>Heather Carlson</u> 8/23/2022 <small>F76AD82C0ED440...</small> (Cal OES Director or Designee) |
|--|--|

ENY: 2022-23 Chapter: 43 SL: 18400
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2020-V2-GX-0031 10/01/19-09/30/24
 Fund: Federal Trust AL#: 16.575
 Program: Victim/Witness Assistance Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES20VOCA000012
 SC: 2022-18400 Amount: \$ 165,000

ENY: 2022-23 Chapter: 43 SL: 18402
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: TBD 10/01/21-09/30/25
 Fund: Federal Trust AL#: 16.575
 Program: Victim/Witness Assistance Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES22VOCA000012
 SC: 2022-18402 Amount: \$ 81,360

Mail Log # 758454

RECEIVED
 By Tosha Enos at 1:03 pm, Jul 01, 2022

ENY: 2022-23 Chapter: 43 SL: 14300
 Item: 0690-101-0903 Pgm: 0385
 Fund: State Penalty Fund
 Program: Victim/Witness Assistance Program
 Match Req.: None
 Project ID: OES22VWA0000000
 SC: 2022-14300 Amount: \$ 16,793



**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Mark S. Ghilarducci, Director
3650 Schriever Avenue
Mather, CA 95655
(916) 845-8506 (phone)

2. Federal Awarding Agency Section:

| Fund Year | Federal Program Fund / AL# | Federal Awarding Agency | Total Federal Award Amount | Total Local Assistance Amount |
|------------------|--------------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| 2020 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$195,905,619 | \$188,069,394 |
| 2022 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$120,361,953 | \$115,547,475 |
| Choose an item. | Choose an item. | | | |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Victim/Witness Assistance Program (VW)
- Project Description (Please type the Project Description):

The purpose of the VW Program is to maintain Victim Witness Assistance Centers (Centers), in each of California's 58 counties, to provide comprehensive services to victims and witnesses of all types of violent crime, pursuant to California Penal Code §13835.

4. Research & Development Section:

- Is this Subaward a Research & Development grant?
Yes No



Grant Subaward Contact Information

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

1. **Grant Subaward Director:**

Name: Tim Kendall

Title: District Attorney

Telephone #: 760-924-1710

Email Address: tkendall@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546-2053 TE

2. **Financial Officer:**

Name: Janet Dutcher

Title: Finance Director

Telephone #: 760-932-5494

Email Address: jdutcher@mono.ca.gov

Address/City/ Zip Code (9-digit): 25 Bryant Street, PO Box 556, Bridgeport, CA 93517-0556 TE

3. **Programmatic Point of Contact:**

Name: Sarah Gillespie

Title: Victim/Witness Coordinator

Telephone #: 760-924-1710

Email Address: sgillespie@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Road, PO Box 2053, Mammoth Lakes, CA 93546-2053 TE

4. **Financial Point of Contact:**

Name: Sarah Gillespie

Title: Victim/Witness Coordinator TE

Telephone #: 760-924-1710

Email Address: sgillespie@mono.ca.gov TE

Address/City/ Zip Code (9-digit): 1290 Tavern Road PO Box 2053 Mammoth Lakes, CA 93546-2053 TE

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Tim Kendall

Title: District Attorney

Telephone #: 760-924-1710

Email Address: tkendall@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546-2053 TE

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Tim Kendall

Title: District Attorney

Telephone #: 760-924-1710

Email Address: tkendall@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546-2053 TE

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Bob Gardner

Title: Chairperson, Board of Supervisors

Telephone #: 760-924-1806

Email Address: bgardner@mono.ca.gov

Address/City/ Zip Code (9-digit): PO Box 8098, Mammoth Lakes, CA 93546-8098 TE



Grant Subaward Signature Authorization

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

Implementing Agency: Mono County District Attorney's Office

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

Grant Subaward Director:

Printed Name: Tim Kendall

Signature: 
Tim Kendall (Jun 29, 2022 13:23 CDT)

Date: Jun 29, 2022

Financial Officer:

Printed Name: Janet Dutcher

Signature: 

Date: Jun 30, 2022

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: 
David Anderson (Jun 29, 2022 13:13 PDT)

Printed Name: David Anderson

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____


Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to sign for the **Financial Officer**:

Signature: 
Kimberly Bunn (Jun 30, 2022 10:36 PDT)

Printed Name: Kim Bunn

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance

Subrecipient: Mono County

| | Cal OES Program Name | Grant Subaward #: | Grant Subaward Performance Period |
|---|-----------------------------------|-------------------|-----------------------------------|
| 1 | Victim/Witness Assistance Program | VW22 32 0260 | 10/01/22- 09/30/2023 |
| 2 | | | |
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I, Tim Kendall

(Official Designee; same person as

Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.



V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

| | |
|---|--|
| CERTIFICATION | |
| I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California. | |
| Official Designee's Signature: |  <small>Tim Kendall (Aug 10, 2022 14:30 CDT)</small> |
| Official Designee's Typed Name: | Tim Kendall |
| Official Designee's Title: | District Attorney |
| Date Executed: | Aug 10, 2022 |
| AUTHORIZED BY: | |
| I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES. | |
| <input type="checkbox"/> City Financial Officer | <input checked="" type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> Governing Board Chair | |
| Signature: |  |
| Typed Name: | Janet Dutcher |
| Title: | Finance Director |
| Date Executed: | Aug 10, 2022 |



Federal Fund Grant Subaward Assurances
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

Subrecipient: Mono County

| | Cal OES Program Name | Grant Subaward # | Grant Subaward Performance Period |
|----|-----------------------------------|------------------|-----------------------------------|
| 1. | Victim/Witness Assistance Program | VW22-32-0260 | 10/01/2022-09/30/2023 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 CFR Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

For more information and resources on the Part 200 Uniform Requirements as they relate, see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

3. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

4. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity

program.

6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

7. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

8. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

9. Requirement for Data on Performance and Effectiveness under the Grant Subaward

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) to OJP via the Performance Measurement Tool (PMT).

10. Determination of Suitability to Interact with Participating Minors

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm>.

11. Compliance with DOJ Grants Financial Guide

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. Subrecipients agree to comply with the DOJ Grants Financial Guide.

12. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

13. Compliance with General Appropriations-law Restrictions on the use of Federal Funds

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES

for guidance, and may not proceed without the express prior written approval of Cal OES.

14. Potential Imposition of Additional Requirements

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

15. Employment Eligibility Verification for Hiring under the Grant Subaward

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
 - a) This Grant Subaward requirement for verification of employment eligibility, and
 - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

16. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Grant Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

- a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):
 - 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - 2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.
- b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:
 - 1) Subrecipients represent that:
 - a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and
- 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

17. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) agree that they will adhere to the OJP Training Guiding Principle for Grantee and Subgrantees (available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>) for all training or training materials developed or delivered with these funds.

18. Federal Authorization

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements for authorization of any Grant Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Grant Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

19. Requirements Related to System for Award Management and Universal Identifier Requirements

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

20. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

21. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

22. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP Authority to Terminate Grant Subaward)

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients

(and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

24. Discrimination Findings

Subrecipients (and any Second-Tier Subrecipients) assure that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this Grant Subaward, Subrecipients will forward a copy of the findings to the Office for Civil Rights of OJP.

25. VOCA Requirements

Subrecipients (and any Second-Tier Subrecipients) assure that they will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

CERTIFICATION

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature:  Tim Kendall (Jun 29, 2022 13:23 CDT)

Official Designee's Typed Name: Tim Kendall

Official Designee's Title: District Attorney

Date Executed: Jun 29, 2022



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #::VW22-32-0260 | |
|---|----------|----------|--------------------------------|------------------------|
| A. Personnel Costs - Line-item description and calculation | 20 VOCA | 22 VOCA | 22 VWAO | Total Amount Allocated |
| Coordinator Salary $\$6812.40 \times 12 = \$81,749$ $\$81,749 \times 79.5\% = \$64,990$ | \$64,990 | | | \$64,990 |
| Coordinator Benefits $\$64,990 \times 22.86\% = \$14,867$ Benefits include Pers, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | \$14,857 | | | \$14,857 |
| Office Manager Salary $\$6,389 \times 10 \times 30\% = \$19,167$ $\$6,517 \times 2 \times 30\% = \$3,910$ Total-\$23,007 | \$23,007 | | | \$23,007 |
| Office Manager Benefits $\$23,007 \times 24.2\% = \$5,568$ Benefits include Pers, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | \$5,568 | | | \$5,568 |
| MVA Advocate Salary $\$4,876 \times 6 = \$29,256$ $\$5,218 \times 6 = \$31,308$ Total-\$60,564 | \$54,828 | \$5,736 | | \$60,564 |
| MVA Benefits $\$60,564 \times 63.47\% = \$38,440$ Benefits include Pers, Medical, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | | \$38,440 | | \$38,440 |
| MVA/Advocate overtime for call outs Estimated-50 hours @ \$35 p/h | \$1,750 | | | \$1,750 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #::VW22-32-0260 | |
|--|-----------|----------|--------------------------------|------------------------|
| A. Personnel Costs - Line-item description and calculation | 20 VOCA | 22 VOCA | 22 VWAO | Total Amount Allocated |
| | | | | |
| Personnel Costs Fund Source Totals | \$165,000 | \$44,176 | | \$209,176 |
| PERSONNEL COSTS CATEGORY TOTAL | | | | \$209,176 |

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Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | Grant Subaward #: VW22-32-0260 | | |
|--|---------|--------------------------------|---------|------------------------|
| B. Operating Costs - Line-item description and calculation | 20 VOCA | 22 VOCA ²⁷ | 22 VWAO | Total Amount Allocated |
| Coordinator Dues | | \$160 | | \$160 |
| Phones \$55x12=\$660x2=\$1,320 | | \$1,320 | | \$1,320 |
| Karpel | | \$4,000 | | \$4,000 |
| Vehicle Fuel 1,821 miles per month @.625 per mile=\$1,138x12=\$13,656 | | \$7,826 | \$5,830 | \$13,656 |
| Indirect Costs - County Cost Plan, Auditor, Personnel, Administration, Information Services (estimated amount based off prior year) \$1,977.33 x 12 = \$23,728 \$239,425 x 10% = \$23,943 (charging less) | | \$23,728 | | \$23,728 |
| Audit | | \$150 | | \$150 |
| Copier machine yearly maitence \$100 p/mx12=\$1,200 | | | \$1,200 | \$1,200 |
| Office Supplies Misc. general office supplies including printer cartridges, copy/postage spare charges, business cards, misc. printing of brochures, resource guides (English/Spanish) \$346.10 p/m x 12=\$4,153 | | | \$4,153 | \$4,153 |
| Travel and training TBD due to Covid-19 *modification to be submitted prior to travel | | | \$5,610 | \$5,610 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #::VW22-32-02 | |
|--|---------|---------|------------------------------|------------------------|
| C. Equipment Costs - Line-item description and calculation | 20 VOCA | 22 VOCA | 22 VWA0 | Total Amount Allocated |
| None. | | | | |
| Equipment Costs Fund Source Totals | | | | |
| EQUIPMENT COSTS CATEGORY TOTAL | | | | |

| Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet | 20 VOCA | 22 VOCA | 22 VWA0 | Total Project Cost |
|---|------------------|-----------------|-----------------|--------------------|
| Fund Source Totals | \$165,000 | \$81,360 | \$16,793 | \$263,153 |

VSPS Budget Summary Report

VW22 Victim/Witness Assistance Program

Subaward #: VW22 32 0260

Mono County

Performance Period: 10/01/22 - 09/30/23

Victim/Witness Assistance Program

Latest Request: , Not Final 201

A. Personal Services - Salaries/Employee Benefits

| <u>F/S/L</u> | <u>Funding Source</u> | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|---|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 20VOCA | 165,000 | 0 | 165,000 | 0 | 165,000 |
| F | 22VOCA | 44,176 | 0 | 44,176 | 0 | 44,176 |
| S | 22VWA0 | 0 | 0 | 0 | 0 | 0 |
| Total A. Personal Services - Salaries/Employee Benefits: | | 209,176 | 0 | 209,176 | 0 | 209,176 |

B. Operating Expenses

| <u>F/S/L</u> | <u>Funding Source</u> | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|-------------------------------------|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 20VOCA | 0 | 0 | 0 | 0 | 0 |
| F | 22VOCA | 37,184 | 0 | 37,184 | 0 | 37,184 |
| S | 22VWA0 | 16,793 | 0 | 16,793 | 0 | 16,793 |
| Total B. Operating Expenses: | | 53,977 | 0 | 53,977 | 0 | 53,977 |

C. Equipment

| <u>F/S/L</u> | <u>Funding Source</u> | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|----------------------------|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 20VOCA | 0 | 0 | 0 | 0 | 0 |
| F | 22VOCA | 0 | 0 | 0 | 0 | 0 |
| S | 22VWA0 | 0 | 0 | 0 | 0 | 0 |
| Total C. Equipment: | | 0 | 0 | 0 | 0 | 0 |

| | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|----------------------------|----------------------|----------------------|----------------|----------------|------------------------|
| Total Local Match: | 0 | 0 | 0 | 0 | 0 |
| Total Funded: | 263,153 | 0 | 263,153 | 0 | 263,153 |
| Total Project Cost: | 263,153 | 0 | 263,153 | 0 | 263,153 |

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

08/23/22



Grant Subaward Budget Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

The Mono County Victim/Witness Program's proposed budget supports the stated objectives and activities for the project by providing 100% of the salary and benefits for the Victim/Witness Coordinator.

The Program Coordinator will strive to meet the stated objectives, which are to reach one hundred fifty new victims, and between one hundred fifty and two hundred continued contacts. The coordinator will provide mandatory and optional services to victims and witnesses of crime as set forth in Penal Code Section 13835. Direct services will be provided to victims of all types of crime.

The Program Coordinator has been the coordinator for 5 years. Her duties include providing direct services to victims and witnesses of crime as well as compiling statistics, and preparing quarterly reports, financial reports, and grant writing as required by Cal OES.

The coordinator is also a member of the Multi-Disciplinary Team, which focuses on child abuse victims. The team is made up of representatives from several different agencies throughout the county and meets each month to discuss child abuse cases and work together to help the victims. The coordinator has completed The California Forensic Interviewing Training and is qualified to conduct child forensic interviews. The coordinator is also a member of the



Grant Subaward Budget Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

Domestic Violence Task Force. This group meets quarterly to discuss current domestic violence cases in the county and work together to better serve domestic violence victims. The coordinator is also a member of the Sexual Assault Response Team. The coordinator is on call twenty-four hours a day, 7 days a week. Our program is also made up of a full time MVA Advocate and our North County Office Manager who is an advocate as well. We have frozen our part-time advocate position for the time being. The Program Coordinator and full-time MVA Advocate salaries are funded entirely by this grant. The North County Office Manager devotes 30% of her time to victim services and this grant funds 30% of her salary. All our advocates have attended the 40- hour entry level advocate training.

The coordinator will devote 100% of her time to providing direct services to victims and witnesses of crime. This budget year we plan to enhance our program in many different aspects including updating equipment, continuing community outreach, attending trainings, and working with and educating allied agencies to insure the best possible outcome for the victims and witnesses we serve.

Subcontracts will not be utilized in this fiscal budget. If any mid-year salary or benefit adjustments are needed, we will submit a 223-



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

modification form to Cal OES.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

Citizens who become involved with the criminal justice system, either as victims or witnesses to crime, are all too often further victimized by that system. They become isolated and receive little practical advice or necessary care. The Mono County Victim/Witness Program will attempt to reduce the trauma and insensitive treatment that victims and witnesses may experience in the wake of a crime. We will provide these services according to Cal OES guidelines, victim, and community needs.

The Mono County Victim/Witness Program was implemented in 1989. The coordinator devotes 100% of her time to providing direct services to victims and witnesses of crime. In June of 2017, our Program Coordinator of twenty-six years retired and we hired a new Coordinator in April of 2017. With a new Program Coordinator, we have been working hard to expand our victim services to better serve our victim population. With the increase in victim services provided we staff one Program Coordinator, a full time MVA Advocate, and one part-time Advocate (vacant) funded entirely by this grant. We fund 30% of our North County Office Manager's salary also as she is our North County Advocate and devotes 30% of her time to working on victim services.

The Town of Mammoth Lakes, the largest incorporated city within Mono



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

County, continues to grow. The Hispanic population of victims is rapidly increasing. As such, the language barrier has become an increased problem. However, we do have several county employees that are utilized for interpreting. We are also servicing additional victims and witnesses due to the increase of crimes and clients as a result of AB109, realignment.

We have two office locations, one in Mammoth Lakes and one in Bridgeport. The Mammoth Office continues to be very busy. The courthouse in Bridgeport has limited services to one day per week and as such, the services to the north end of the county have become more limited. The coordinator travels to Bridgeport on an as needed basis. With the addition of a part-time Advocate and a full time MVA Advocate we have been able to increase our services in the north end of the county and will continue to grow. We are currently working on developing our Mass Casualty Response Plan. We have been meeting with law partners to learn current procedures and develop new ones to include victim services.

Plan

The Mono County Victim/Witness Program will advocate to the District Attorney's Office, law enforcement, and the criminal justice system on behalf of victims and witnesses of crime. The program will provide mandated and



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

optional services to victims and witnesses of crime set forth in Penal Code Section 13835. The program will attempt to decrease the trauma experienced by victims and witnesses of crime by offering support, information, and resources, thereby allowing for a faster and more complete recovery from the effects of crime.

The 2022-2023 objectives are to reach four hundred and fifty new victims in Mono County. We will also have between three hundred and four hundred continued contacts with victims and witnesses of crime.

In the grant year of 2022-2023, the program will renew the commitment to provide presentations and training to law enforcement and other victim service agencies. We will also commit to increase our fieldwork in the upcoming fiscal year. The Program Coordinator is on call twenty-four hours a day, seven days a week. We will be available for law enforcement callouts and mass casualty/disaster response for victims. We are working very closely with law enforcement, Fire and EMS as well as many other agencies to implement victim services into mass casualty response. We will continue community outreach by staying involved with the local schools at the student level through education, education through our local community groups and better training of allied law enforcement agencies.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

We have over ten schools in Mono County from Kindergarten through grade twelve that we will be involved with as well as numerous community services organizations. We are committed to attending several trainings this grant year to extend the level of service we can provide to our victims. Our program has expanded substantially over the last year. We have a full time Mass Victimization Advocate and she is working closely with the Program Coordinator to develop a Mass Casualty Response Plan. We are currently running our program with 1 full-time Advocate/Program Coordinator, 1 part-time Advocate (vacant), an Office Manager/Advocate that devotes 30% of her time to advocacy and one full time MVA Advocate.

The Mono County Victim/Witness Program assists victims of all types of crime. We do not limit our services to any specific crime. Therefore, we receive referrals from several different agencies including: the District Attorney's Office, the Probation Department, the Superior Court, other victim service agencies such as Wild Iris Women's Services, the Mono County Behavioral Health Department, the Mono County Health Department, the Mono County Social Services Department including Child Protective Services, the Mammoth Lakes Hospital and Clinic, as well as law enforcement including the Mono County Sheriff's Department, the Mammoth Lakes Police Department and the local



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

branches of the California Highway Patrol. Referrals are made in person, by telephone or through a written report. All law enforcement reports are routed through the coordinator for review and outreach is provided to victims as needed. As of July 2020, the offices of Mono County reside in a new building in a different location of Mammoth Lakes. This new building is in the same area as the Mono County Superior Court as well as the Mammoth Lakes Police Department. All the County offices occupy this building which will make a huge difference for victims being able to access services all within the same location. Our new office space is smaller than our former location, so we have purchased new office equipment for our four Advocates. We have developed new business operations due to the Covid-19 Pandemic. Our Advocates are still working remotely one day per week to lessen the amount of people in the office. With working remotely some costs were added, however our newly purchased case management system made this transition, for the most part, very seamless. We have updated our forensic interview equipment in the Mammoth office as well as created an interview room in our Bridgeport office to make sure our victims of sexual assault have the best possible experience as well as case outcome. This equipment is crucial for child sexual assault cases. This grant year we plan to focus on sending our advocates to trainings as we have not be able to go to many in the last few years do to Covid.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

The program has one volunteer – our retired Victim Witness Coordinator. The volunteer's time is documented on a volunteer sign in sheet. Typical duties include assistance in gathering statistical information and preparing quarterly reports, clerical work and a variety of tasks as assigned by the Coordinator and Deputy District Attorneys.

The program will utilize interpreters from the community and interpreters from Mono County Social Services, and Hispanic outreach workers at Wild Iris Women's Services to communicate with victims and witnesses who speak Spanish. The program will utilize other translators in the community for translation services for non-English speaking victims/witnesses and for the hearing-impaired. Services for elderly and disabled victims of crime are provided appropriate to their special needs. Field visits are provided to a client's home, place of business or other safe location, wherever necessary to provide services.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

The Victim/Witness Office is housed at the following locations:

Mono County District Attorney's Office

1290 Tavern Rd.

PO Box 2053

Mammoth Lakes, CA 93546

(760) 924-1710

Mono County District Attorney's Office

Courthouse, Main St.

PO Box 617

Bridgeport, CA 93517

(760) 932-5550

After Hours Telephone for Program Coordinator: (760) 920-7290



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

Implementation

The Mono County Victim/Witness Program will advocate to the District Attorney's Office, law enforcement and other victim service agencies on behalf of victims and witnesses of crime. Meetings will be conducted with each agency at least semi-annually to discuss current needs and to develop strategies for implementation of the Victim/Witness Program objectives.

An operational agreement exists between the Mono County Victim/Witness Program, the Mono County District Attorney's Office, the Mammoth Lakes Police Department, the Mono County Sheriff's Department, the Mono County Behavioral Health Department, the Department of Social Services (including CPS), and Wild Iris Services. These agencies will refer victims and witnesses to the program. Excellent working relationships exist between these agencies. The Mono County Victim/Witness Program, the Mono County Behavioral Health Department, and the Department of Social Services (CPS) provide services to the three VOCA victim groups: sexual assault, domestic violence, and children crime victims. Wild Iris Women's Services provide services to sexual assault victims and domestic violence victims.

The Victim/Witness Assistance Program consists of the Program Director/District Attorney, Tim Kendall; the Program Coordinator, Sarah Gillespie;



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

a full-time MVA Advocate, Timina Gilfoy; a part-time Victim Advocate, vacant; our North County Office Manager, Elizabeth Pelichowski who devotes 30% of her time to victim services; an assigned District Attorney Investigator partially paid by funds from the Community Corrections Partnership; and one volunteer.

Our program is ADA compliant. We can assist handicapped victims and witnesses. There are handicapped parking spaces in our parking lot and our office is located at ground level.

ORGANIZATIONAL CHART

MONO COUNTY BOARD OF SUPERVISORS



Grant Subaward Programmatic Narrative

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

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MONO COUNTY DISTRICT ATTORNEY/PROGRAM DIRECTOR

|

|

|

PROGRAM COORDINATOR

|

|

|

VICTIM ADVOCATES

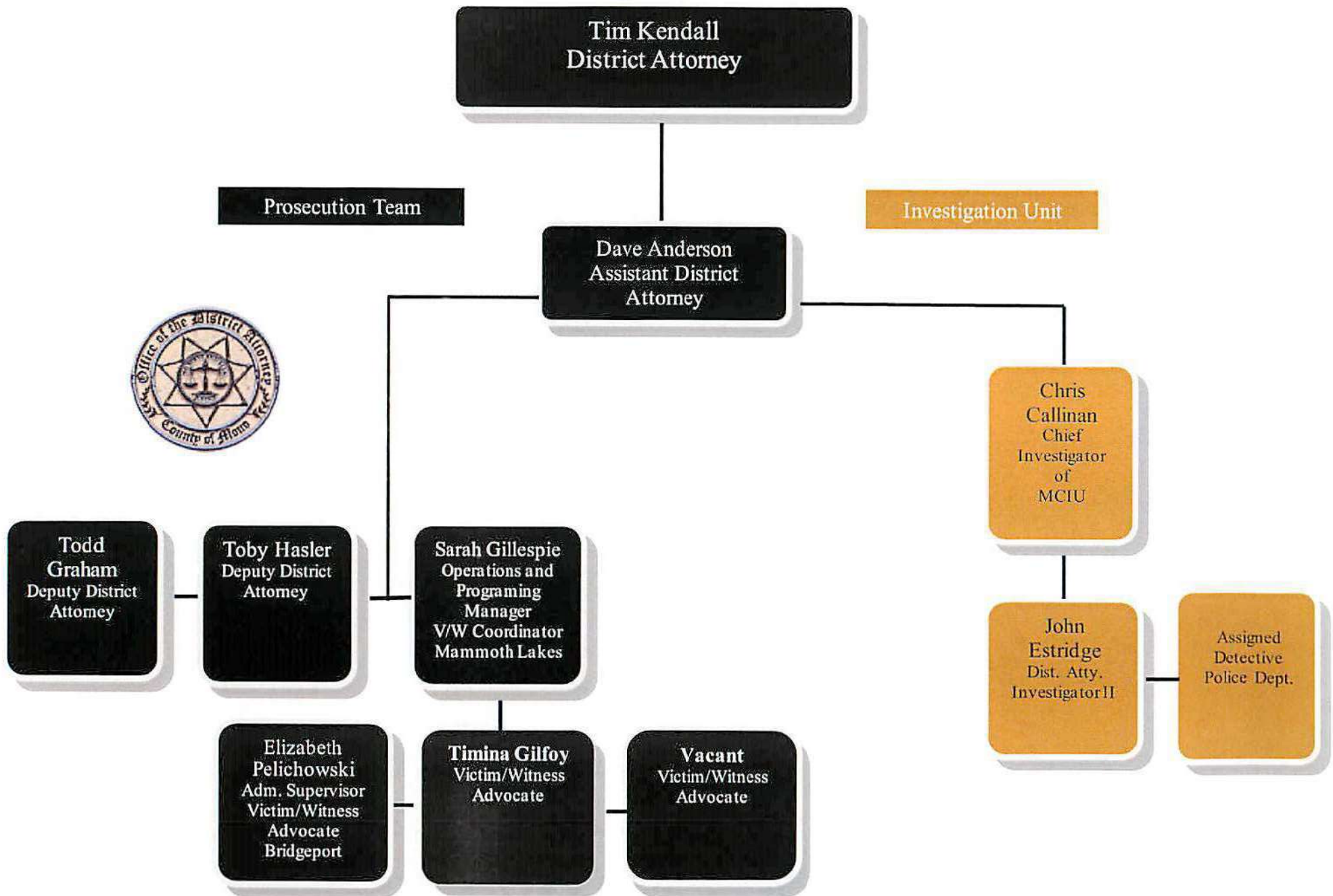
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VOLUNTEER(S)

District Attorney Office Organizational Chart





Operational Agreement Summary

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

| Participating Agency/Organization/Individual | Date Signed | Time Frame of OA | |
|--|-------------|------------------|-------------|
| 1. Mono County District Attorney's Office | 06/01/2021 | 10/01/21 | to 09/30/22 |
| 2. Mammoth Lakes Police Department | 06/01/2021 | 10/01/21 | to 09/30/22 |
| 3. Mono County Sheriff's Department | 06/01/2021 | 10/01/21 | to 09/30/22 |
| 4. Wild Iris | 04/20/2021 | 10/01/21 | to 09/30/22 |
| 5. Mono County Department of Social Services | 06/01/2021 | 10/01/21 | to 09/30/22 |
| 6. Mono County Behavioral Health | 06/01/2021 | 10/01/21 | to 09/30/22 |
| 7. _____ | | | to _____ |
| 8. _____ | | | to _____ |
| 9. _____ | | | to _____ |
| 10. _____ | | | to _____ |
| 11. _____ | | | to _____ |
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| 15. _____ | | | to _____ |
| 16. _____ | | | to _____ |
| 17. _____ | | | to _____ |
| 18. _____ | | | to _____ |
| 19. _____ | | | to _____ |
| 20. _____ | | | to _____ |



Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Match Waiver Request Form

Cal OES Subrecipients may request a partial or full match waiver for Victim of Crime Act (VOCA) Victim Assistance Formula Grant Program funds. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

- 1. Cal OES Grant Subaward Number: VW22 32 0260
- 2. Subrecipient's Name: Mono County
- 3. Grant Subaward Performance Period 10/01/2022 through 09/30/2023

4. VOCA Fund Source #1: 20VOCA
 VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 165,000
 Amount of Match Proposed (post approved Match Waiver): \$ 0

5. VOCA Fund Source #2 (if applicable): 22VOCA
 VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 81,360
 Amount of Match Proposed (post approved Match Waiver): \$ 0

6. Briefly summarize the services provided:
 Our program provides a number of services including; law enforcement on scene response, interview accompaniment, introduction to the justice system, court support, case status and disposition, restitution assistance, mass casualty response, CalVCB applications, forensic interviewing/accompaniment, SART response, restraining orders, and resource and referral to partnering agencies and programs.

7. Describe practical/logistical obstacles and/or local resource constraints to providing match:
 Currently we have very little resources. Mono County is very remote and had minimal resources prior to the Covid-19 Pandemic and now with even less. Some county departments are currently working remotely which makes it extremely difficult to connect victims with the resources that the county has available. Our non-profit organization, which is located about 40 minutes away, which requires transportation to and from, and is open by appointment only.

Approved

Susan Grace

5/16/2022

Denied

Unit Chief Name

Unit Chief Signature

Date

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

051-00000

| | | | |
|--|--|--|-----------------------------------|
| Subrecipient: Mono County | | UEI # 006120002 L7XGDNTU7B98 | FIPS # 41000000 |
| Grant Disaster/Program Title: Victim Witness Assistance Program | | | |
| Performance Period: 10/01/22 to 09/30/23 | | Subaward Amount Requested: \$ 263,153 | |
| Type of Non-Federal Entity (Check Applicable Box) | | <input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe | |


Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

| Assessment Factors | Response |
|---|------------|
| 1. How many years of experience does your current grant manager have managing grants? | 3-5 years |
| 2. How many years of experience does your current bookkeeper/accounting staff have managing grants? | 3-5 years |
| 3. How many grants does your organization currently receive? | 1-3 grants |
| 4. What is the approximate total dollar amount of all grants your organization receives? | \$ 260,000 |
| 5. Are individual staff members assigned to work on multiple grants? | No |
| 6. Do you use timesheets to track the time staff spend working on specific activities/projects? | Yes |
| 7. How often does your organization have a financial audit? | Annually |
| 8. Has your organization received any audit findings in the last three years? | No |
| 9. Do you have a written plan to charge costs to grants? | Yes |
| 10. Do you have written procurement policies? | Yes |
| 11. Do you get multiple quotes or bids when buying items or services? | Sometimes |
| 12. How many years do you maintain receipts, deposits, cancelled checks, invoices? | 3-5 years |
| 13. Do you have procedures to monitor grant funds passed through to other entities? | Yes |

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

| | |
|--|-----------------------------------|
| Signature: (Authorized Agent)  <small>Tim Kendall (Jun 29, 2022 13:23 CDT)</small> | Date: 06/29/22 |
| Print Name and Title: Tim Kendall | Phone Number: 760-924-1710 |

Cal OES Staff Only: SUBAWARD # VW22 32 0260 TE



Grant Subaward Service Area Information

Grant Subaward #: VW22 32 0260

Subrecipient: Mono County

- 1. County or Counties Served:
Mono *56

County where principal office is located: Mono *51 TE

- 2. U.S. Congressional District(s) Served:
1 *56
Jay Obernolte California 8th Congressional District

U.S. Congressional District where principal office is located: ~~Hesperia~~ *8 TE

- 3. State Assembly District(s) Served:
1*56
Frank Bigelow, California 5th State Assembly District

State Assembly District where principal office is located: ~~Madera~~ *5 TE

- 4. State Senate District(s) Served:
1*56
Andreas Borgeas, California 8th State Senate District

State Senate District where principal office is located: ~~Sacramento~~ *8 TE

- 5. Population of Service Area: 14,395



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: District Attorney

TIME REQUIRED

SUBJECT Approval of 2023-24 Victim/Witness
Assistance Program Grant

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2023-24) and authorizing the District Attorney to sign for and administer the grant.

RECOMMENDED ACTION:

Adopt proposed resolution authorizing the Mono County District Attorney's Office to participate in the Victim/Witness Grant Program (FY 2023-24).

FISCAL IMPACT:

Revenue in the amount of \$263,211.

CONTACT NAME: David Anderson

PHONE/EMAIL: 760-924-1714 / danderson@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| <input type="checkbox"/> Staff Report |
| <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Grant Approval |

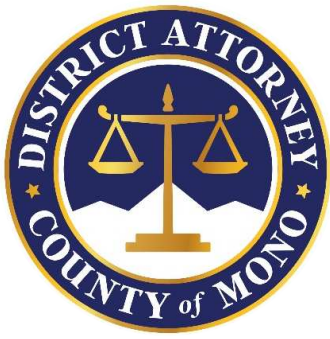
History

Time

Who

Approval

| | | |
|-------------------|------------------------------|-----|
| 1/30/2024 2:58 PM | County Counsel | Yes |
| 1/29/2024 3:01 PM | Finance | Yes |
| 1/30/2024 3:18 PM | County Administrative Office | Yes |



OFFICE OF THE DISTRICT ATTORNEY COUNTY OF MONO

DAVID ANDERSON
District Attorney

Date: January 4, 2024
To: Honorable Board of Supervisors
From: David Anderson, District Attorney
Re: Approval of 2023/24 Victim/Witness Assistance Program Grant

Subject

Resolution approving and authorizing the Mono County District Attorney to participate in and administer the Victim/Witness Assistance Program which is part of the District Attorney's Victim/Witness Program.

Recommendation

Sign a Resolution approving the acceptance of the Victim/Witness Assistance Program grant funds for FY 2023/24 and authorize the Mono County District Attorney to sign and administer the grant program.

Discussion

For the past 30 years, the Mono County District Attorney has applied for and been awarded grant funds through the California Office of Emergency Services, Victim/Witness Grant Program. The 2023/24 award amount is for \$263,211.00 and was awarded in October 2023. The funds are used to operate the mandated Victim/Witness Program within the Office of the District Attorney. This program supplies and supports victims of crime by providing constitutionally mandated services that assure that victims of crime can participate and have a voice in the criminal justice process.

Fiscal Impact

Revenue in the amount of \$263,211.00 to the District Attorney's Victim/Witness Program budget for 2023/24 fiscal year.



R24-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS AUTHORIZING THE MONO COUNTY DISTRICT
ATTORNEY'S OFFICE TO PARTICIPATE IN THE VICTIM/WITNESS GRANT
PROGRAM (FY 2023-24) AND AUTHORIZE THE DISTRICT ATTORNEY TO SIGN
FOR AND ADMINISTER THE GRANT**

WHEREAS, the Mono County District Attorney desires to participate in the Victim/Witness Grant supported by federal grant funds and administered by the Office of Emergency Services (hereafter referred to as OES);

NOW, THEREFORE, BE IT RESOLVED that the Mono County District Attorney is authorized on behalf of the Board of Supervisors to submit the grant proposal for this funding and to sign the Grant Agreement with the OES, including any amendments thereof.

BE IT FURTHER RESOLVED that federal grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the county agrees to abide by the statutes and regulations governing the Victim/Witness Program as well as the terms and conditions of the Grant Agreement as set forth by the OES.

PASSED, APPROVED and ADOPTED this 6th day of February 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Peters, Chair
Mono County Board of Supervisors

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ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



September 19, 2023

David Anderson
District Attorney
Mono County - District Attorney
1290 Tavern Road
Mammoth Lakes, CA 93546-2053

Subject: **Grant Subaward Application Approval**
Victim/Witness Assistance Program
Grant Subaward #: VW23 33 0260

Dear David Anderson:

The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$263,211, subject to enactment of applicable State Budget Act. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

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

Please contact your Program Specialist Tosha Enos, at Tosha.Enos@caloes.ca.gov with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file
Program Specialist

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
 GRANT SUBAWARD FACE SHEET**

SMC MR


The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** Mono County 1a. UEI#: L7XGDNTU7B98 ✓^{TE}
2. **Implementing Agency:** Mono County District Attorney 2a. UEI#: L7XGDNTU7B98 ^{TE}
3. **Implementing Agency Address:** 1290 Tavern Road P.O. Box 2053 Mammoth Lakes 93546-2053
 (Street) (City) (Zip+4)
4. **Location of Project:** Mammoth Lakes Mono 93546-2053
 (City) (County) (Zip+4)
5. **Disaster/Program Title:** VW - Victim/Witness Assistance Program 6. **Performance/Budget Period:** 10/1/2023 to 9/30/2024
 (Start Date) (End Date)
7. **Indirect Cost Rate:** N/A Federally Approved ICR (if applicable): _____ %

| Item Number | Grant Year | Fund Source | A. State | B. Federal | C. Total | D. Cash Match | E. In-Kind Match | F. Total Match | G. Total Cost |
|--------------|-----------------|-------------|----------|------------|-----------|---------------|------------------|----------------|---------------|
| 8. | 2022 | VOCA | | \$123,200 | | | | | \$123,200 |
| 9. | 2023 | VOCA | | \$123,212 | | | | | \$123,212 |
| 10. | 2023 | VWA0 | \$16,799 | | | | | | \$16,799 |
| 11. | Select | Select | | | | | | | |
| 12. | Select | Select | | | | | | | |
| Total | Project | Cost | \$16,799 | \$246,412 | \$263,211 | | | | \$263,211 |

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, the Assurances/Certifications, and any attached Special Conditions. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**
 Name: David Anderson Title: District Attorney
 Payment Mailing Address: P.O. Box 2053 City: Mammoth Lakes Zip Code+4: 93546-2053
 Signature:  Date: Jun 29, 2023
David Anderson (Jun 29, 2023 15:03 PDT)

16. **Federal Employer ID Number:** 956005661

(FOR Cal OES USE ONLY)

I hereby certify, on my personal knowledge that budgeted funds are available for the period stated above.
 DocuSigned by: Mary Rucker 9/18/2023 DocuSigned by: Heather Carlson 9/18/2023
(California Director or Designee) (California Director or Designee)

ENY: 2023-24 Chapter: 12 SL: 18402
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 15POVC-22-GG-00708-ASSI 10/01/21-09/30/25
 Fund: Federal Trust Fund AL#: 16.575
 Program: Victim/Witness Assistance Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES22VOCA000012
 SC: 2023-18402 Amount: \$123,200

DS


ENY: 2023-24 Chapter: 12 SL: 18403
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 15OVC-23-GG-00432-ASSI 10/01/22-09/30/26
 Fund: Federal Trust Fund AL#: 16.575
 Program: Victim/Witness Assistance Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES23VOCA000012
 SC: 2023-18403 Amount: \$123,212

DS


ENY: 2023-24 Chapter: 12 SL: 14300
 Item: 0690-101-0903 Pgm: 0385
 Fund: Victim Witness Assistance Fund
 Program: Victim/Witness Assistance Program
 Match Req.: None
 Project ID: OES23VWA0000000
 SC: 2023-14300 Amount: \$16,799

Received by Cal OES, Nicole Viernes
 Mail Log # 221389, Friday, June 30, 2023



SPECIAL CONDITION

Grant Subaward No. VW23 33 0260 is hereby approved with the following condition:

- Operational Agreements (OAs) must cover the entire grant period and therefore those OAs that expire prior to the end of the Grant Subaward performance period must be renewed as soon as they expire.
- Renewed OAs must be kept on file at your agency and an updated Operational Agreement Summary Form must be sent to your program specialist upon completion.

Should the Federal award(s) be reduced, you will be notified and required to amend the Grant Subaward.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.



**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Nancy Ward, Director
3650 Schriever Avenue
Mather, CA 95655
(916) 845-8506 (phone)

2. Federal Awarding Agency Section:

| Fund Year | Federal Program Fund / AL# | Federal Awarding Agency | Total Federal Award Amount | Total Local Assistance Amount |
|------------------|--------------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| 2023 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$153,789,867 | \$146,100,374 |
| 2022 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$165,115,554 | \$158,510,932 |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Victim/Witness Assistance Program (VW)
- Project Description (Please type the Project Description):
Provides funding for comprehensive services to assist victims/witnesses of all types of violent crime pursuant to California Penal Code §13835 in each of California's 58 counties.

4. Research & Development Section:

- Is this Subaward a Research & Development grant?
Yes No



Grant Subaward Contact Information

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

1. **Grant Subaward Director:**

Name: David Anderson

Title: District Attorney

Telephone #: 760-924-1710

Email Address: danderson@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546

2. **Financial Officer:**

Name: Janet Dutcher

Title: Finance Director

Telephone #: 760-932-5494

Email Address: jdutcher@mono.ca.gov

Address/City/ Zip Code (9-digit): 25 Bryant Street, PO Box 556, Bridgeport, CA 93517

3. **Programmatic Point of Contact:**

Name: Sarah Gillespie

Title: Victim/Witness Coordinator

Telephone #: 760-924-1710

Email Address: sgillespie@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Road, PO Box 2053, Mammoth Lakes, CA 93546

4. **Financial Point of Contact:**

^{7E} Name: ~~Vacant~~ Sarah Gillespie

Title: Victim/Witness Coordinator

^{7E} Telephone #: 760-924-1710

Email Address: sgillespie@mono.ca.gov

^{7E} Address/City/ Zip Code (9-digit): 1290 Tavern Road PO Box 2053 Mammoth Lakes, CA 93546-2053

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: David Anderson

Title: District Attorney

Telephone #: 760-924-1710

Email Address: danderson@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: David Anderson

Title: District Attorney

Telephone #: 760-924-1710

Email Address: danderson@mono.ca.gov

Address/City/ Zip Code (9-digit): 1290 Tavern Rd, PO Box 2053, Mammoth Lakes, CA 93546

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Jennifer Kreitz

Title: Pro Tem Chairperson, Board of Supervisors

Telephone #: 760-924-1806

Email Address: jkreitz@mono.ca.gov

Address/City/ Zip Code (9-digit): PO Box 8098, Mammoth Lakes, CA 93546



Grant Subaward Signature Authorization

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

Implementing Agency: Mono County District Attorney's Office

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

Grant Subaward Director:


Printed Name: David Anderson

Signature: 
David Anderson (Jun 29, 2023 15:03 PDT)

Date: Jun 29, 2023

Financial Officer:

Printed Name: Janet Dutcher

Signature: 

Date: Jul 3, 2023

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: 
Todd Graham (Jun 29, 2023 15:16 PDT)

Printed Name: Todd Graham

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to sign for the **Financial Officer**:

Signature: 
Kimberly Bunn (Jul 5, 2023 09:51 PDT)

Printed Name: Kim Bunn

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance

Subrecipient: Mono County

| | Cal OES Program Name | Grant Subaward #: | Grant Subaward Performance Period |
|---|-----------------------------------|-------------------|-----------------------------------|
| 1 | Victim/Witness Assistance Program | VW23 33 0260 | 10/01/23- 09/30/2024 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |

I, David Anderson (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.


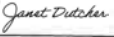
V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

| CERTIFICATION | |
|---|---|
| I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California. | |
| Official Designee's Signature: |  <small>David Anderson (Jun 29, 2023 15:03 PDT)</small> |
| Official Designee's Typed Name: | David Anderson |
| Official Designee's Title: | District Attorney |
| Date Executed: | Jun 29, 2023 |
| AUTHORIZED BY: | |
| I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES. | |
| <input type="checkbox"/> City Financial Officer | <input checked="" type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> Governing Board Chair | |
| Signature: |  |
| Typed Name: | Janet Dutcher |
| Title: | Finance Director |
| Date Executed: | Jul 3, 2023 |



**Federal Fund Grant Subaward Assurances
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program**

Subrecipient: Mono County

| | Cal OES Program Name | Grant Subaward # | Grant Subaward Performance Period |
|----|-----------------------------------|------------------|-----------------------------------|
| 1. | Victim/Witness Assistance Program | VW23-33-0260 | 10/01/23-09/30/24 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 C.F.R. Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

2. Compliance with General Appropriations-law Restrictions on the use of Federal Funds

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES

for guidance, and may not proceed without the express prior written approval of Cal OES.

3. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 Grant Subaward supplements funds previously awarded by OJP under the same Grant Subaward number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial Grant Subaward or a supplemental Grant Subaward) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the Grant Subaward that the Subrecipient (and any Second-Tier Subrecipients) must be retained for a period of seven years after the Subrecipient makes final payments and all other pending matters are closed, unless a different retention period applies. Subrecipients (and any Second-Tier Subrecipients) must provide access to performance measurement information, financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an Grant Subaward-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact Cal OES promptly for clarification.

4. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 C.F.R. 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

for guidance, and may not proceed without the express prior written approval of Cal OES.

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- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 C.F.R. 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

5. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) understand and agree that any training or training materials developed or delivered with funding under this Grant Subaward must adhere to the OJP Training Guiding Principle for Grantee and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

7. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

8. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "educational programs."

9. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

10. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

11. Requirement for Data on Performance and Effectiveness under the Grant Subaward

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) to OJP via the Performance Measurement Tool (PMT).

12. Determination of Suitability to Interact with Participating Minors

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm>. (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

13. Compliance with DOJ Grants Financial Guide

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. Subrecipients agree to comply with the DOJ Grants Financial Guide.

14. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

15. Potential Imposition of Additional Requirements

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

16. Employment Eligibility Verification for Hiring under the Grant Subaward

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
 - a) This Grant Subaward requirement for verification of employment eligibility, and
 - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

- 1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

17. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making

this Grant Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):

- 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- 2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:

1) Subrecipients represent that:

- a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and

- 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

18. All Grant Subawards Must Have Specific Federal Authorization

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements for authorization of any Grant Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Grant Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

19. Requirements Related to System for Award Management and Universal Identifier Requirements

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

20. Restrictions on "Lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of

a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient (or any Second-Tier Subrecipient) would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

21. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

22. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP Authority to Terminate Grant Subaward)

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients (and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

24. Discrimination Findings

Subrecipients (and any Second-Tier Subrecipients) assure that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this Grant Subaward, Subrecipients will forward a copy of the findings to the Office for Civil Rights of OJP.

25. VOCA Requirements

Subrecipients (and any Second-Tier Subrecipients) assure that they will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

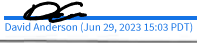
26. Federal Funding Accounting and Transparency Act (FFATA)

- | Yes | No | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year? |
| <input type="checkbox"/> | <input type="checkbox"/> | If the answer is yes, does the amount of federal funds received equal 80% or more of the Subrecipient's annual gross revenue? |
| <input type="checkbox"/> | <input type="checkbox"/> | If the answer is yes to the above two questions, did the Subrecipient report to the U.S. Security and Exchange Commission? |

For additional information reference: [Award Condition: Reporting Subawards and Executive Compensation \(Updated as of September 2016\) | Office of Justice Programs \(ojp.gov\)](#).

CERTIFICATION

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature:  _____
David Anderson (Jun 29, 2023 15:03 PDT)

Official Designee's Typed Name: David Anderson

Official Designee's Title: District Attorney

Date Executed: Jun 29, 2023



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #: VW23-33-0260 | |
|---|-----------|-----------|--------------------------------|------------------------|
| A. Personnel Costs - Line-item description and calculation | 22 Voca | 23 Voca | 23 VWA0 | Total Amount Allocated |
| Coordinator Salary $7,524.58 \times 12 = \$90,295$ $90,295 \times 79.5\% = \$71,785$ | \$43,785 | \$28,000 | | \$71,785 |
| Coordinator Benefits $71,785 \times 22.86\% = \$16,410$ Benefits include Pers, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | \$4,000 | \$12,410 | | \$16,410 |
| Office Manager Salary $6,517 \times 12 \times 30\% = \$23,461$ | \$19,461 | \$4,000 | | \$23,461 |
| Office Manager Benefits $23,461 \times 24.2\% = \$5,678$ Benefits include Pers, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | \$5,018 | \$660 | | \$5,678 |
| MVA Advocate Salary $5,218 \times 12 = \$62,616$ | \$20,000 | \$42,616 | | \$62,616 |
| MVA Benefits $62,616 \times 63.47\% = \$39,742$ Benefits include Pers, Medical, Retiree health, Dental, vision, EBS, Life Insurance, Survivor, Medical Er, State Disability | \$18,276 | \$21,466 | | \$39,742 |
| MVA/Advocate overtime for call outs Estimated-100 hours @ \$35 p/h | | \$3,500 | | \$3,500 |
| Personnel Costs Fund Source Totals | \$110,540 | \$112,652 | | \$223,192 |
| PERSONNEL COSTS CATEGORY TOTAL | | | | \$223,192 |

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Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #: VW23-33-0260 | |
|---|---------|---------|--------------------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 22 Voca | 23 Voca | 23 VWA0 | Total Amount Allocated |
| Coordinator Dues | | \$160 | | \$160 |
| Phones \$55x12=\$660x2=\$1,320 | \$660 | \$660 | | \$1,320 |
| Karpel | \$4,000 | | | \$4,000 |
| Vehicle Fuel 1,133.33 miles per month @.625 per mile=\$708.33x12=\$8500 | \$2,000 | \$500 | \$6,000 | \$8,500 |
| Indirect Costs: \$247,983 x 10% = \$24,748 | | | | |
| County Cost Plan, Auditor, Personnel, Administration, Information Services (charging less) | \$4,000 | \$5,090 | \$6,138 | \$15,228 |
| Audit | | \$150 | | \$150 |
| Copier machine yearly maintenance \$100 p/mx12=\$1,200 | | | \$1,200 | \$1,200 |
| Office Supplies Misc. general office supplies including printer cartridges, copy/postage spare charges, business cards, misc. printing of brochures, resource guides (English/Spanish) \$455.08 p/m x 12=\$5461 | \$2,000 | | \$3,461 | \$5,461 |
| travel and training TBD *modification will be submitted and approved prior to travel | | \$4,000 | | \$4,000 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #: VW23-33-0260 | |
|--|----------|----------|--------------------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 22 Voca | 23 Voca | 23 VWA0 | Total Amount Allocated |
| Operating Costs Fund Source Totals | \$12,660 | \$10,560 | \$16,799 | \$40,019 |
| OPERATING COSTS CATEGORY TOTAL | | | | \$40,019 |



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Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Mono County | | | Grant Subaward #: VW23-33-0260 | |
|--|---------|---------|--------------------------------|------------------------|
| C. Equipment Costs - Line-item description and calculation | 22 VOCA | 23 VOCA | 23 VWA0 | Total Amount Allocated |
| | | | | |
| Equipment Costs Fund Source Totals | | | | |
| EQUIPMENT COSTS CATEGORY TOTAL | | | | |

| Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet | 22 VOCA | 23 VOCA | 23 VWA0 | Total Project Cost |
|---|-----------|-----------|----------|--------------------|
| Fund Source Totals | \$123,200 | \$123,212 | \$16,799 | \$263,211 |

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Budget Summary Report

VW23 Victim/Witness Assistance Program

Subaward#: VW23 33 0260

Mono County

Subaward Period: 10/01/23 - 09/30/24

Victim/Witness Assistance Program

Latest Request:

A Personnel Services - Salaries/Employee Benefits

| <u>F/S/L</u> | <u>Funding Source</u> | Budget Amount | Paid/Expended | Balance | Pending | Pending Balance |
|--|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 22VOCA | 110,540 | 0 | 110,540 | 0 | 110,540 |
| F | 23VOCA | 112,652 | 0 | 112,652 | 0 | 112,652 |
| S | 23VWA0 | 0 | 0 | 0 | 0 | 0 |
| Total A Personnel Services - Salaries/Employee Benefits | | 223,192 | 0 | 223,192 | 0 | 223,192 |

B. Operating Expenses

| <u>F/S/L</u> | <u>Funding Source</u> | Budget Amount | Paid/Expended | Balance | Pending | Pending Balance |
|------------------------------------|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 22VOCA | 12,660 | 0 | 12,660 | 0 | 12,660 |
| F | 23VOCA | 10,560 | 0 | 10,560 | 0 | 10,560 |
| S | 23VWA0 | 16,799 | 0 | 16,799 | 0 | 16,799 |
| Total B. Operating Expenses | | 40,019 | 0 | 40,019 | 0 | 40,019 |

C. Equipment

| <u>F/S/L</u> | <u>Funding Source</u> | Budget Amount | Paid/Expended | Balance | Pending | Pending Balance |
|---------------------------|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| F | 22VOCA | 0 | 0 | 0 | 0 | 0 |
| F | 23VOCA | 0 | 0 | 0 | 0 | 0 |
| S | 23VWA0 | 0 | 0 | 0 | 0 | 0 |
| Total C. Equipment | | 0 | 0 | 0 | 0 | 0 |

| <u>F/S/L</u> | <u>Funding Source</u> | Budget Amount | Paid/Expended | Balance | Pending | Pending Balance |
|--------------|-----------------------|----------------------|----------------------|----------------|----------------|------------------------|
| Total | | | | | | |

Budget Summary Report

| | |
|---|---|
| VW23 Victim/Witness Assistance Program | Subaward#: VW23 33 0260 |
| Mono County | Subaward Period: 10/01/23 - 09/30/24 |
| Victim/Witness Assistance Program | Latest Request: |

| | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|----------------------------|----------------------|----------------------|----------------|----------------|------------------------|
| Total Local Match: | 0 | 0 | 0 | 0 | 0 |
| Total Funded: | 263,211 | 0 | 263,211 | 0 | 263,211 |
| Total Project Cost: | 263,211 | 0 | 263,211 | 0 | 263,211 |



Grant Subaward Budget Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

The Mono County Victim/Witness Program's proposed budget supports the stated objectives and activities for the project by providing 100% of the salary and benefits for the Victim/Witness Coordinator.

The Program Coordinator will strive to meet the stated objectives, which are to reach one hundred fifty new victims, and between one hundred fifty and two hundred continued contacts. The coordinator will provide mandatory and optional services to victims and witnesses of crime as set forth in Penal Code Section 13835. Direct services will be provided to victims of all types of crime.

The Program Coordinator has been the coordinator for 6 years. Her duties include providing direct services to victims and witnesses of crime as well as compiling statistics, and preparing quarterly reports, financial reports, and grant writing as required by Cal OES.

The coordinator is also a member of the Multi-Disciplinary Team, which focuses on child abuse victims. The team is made up of representatives from several different agencies throughout the county and meets each month to discuss child abuse cases and work together to help the victims. The coordinator has completed The California Forensic Interviewing Training and is qualified to



Grant Subaward Budget Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

conduct child forensic interviews. The coordinator is also a member of the Domestic Violence Task Force. This group meets quarterly to discuss current domestic violence cases in the county and work together to better serve domestic violence victims. The coordinator is also a member of the Sexual Assault Response Team. The coordinator is on call twenty-four hours a day, 7 days a week. Our program is also made up of a full time MVA Advocate and our North County Office Manager who is an advocate as well. We have frozen our part-time advocate position for the time being. The Program Coordinator and full-time MVA Advocate salaries are funded entirely by this grant. The North County Office Manager devotes 30% of her time to victim services and this grant funds 30% of her salary. All our advocates have attended the 40- hour entry level advocate training.

The coordinator will devote 100% of her time to providing direct services to victims and witnesses of crime. This budget year we plan to enhance our program in many different aspects including updating equipment, continuing community outreach, attending trainings, and working with and educating allied agencies to insure the best possible outcome for the victims and witnesses we serve. We are also working very closely with our medical and forensic partners at Mammoth Hospital to create the best possible protocol for sexual



Grant Subaward Budget Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

assault and domestic violence cases. We hope to establish an advocacy center here in the Eastern Sierra to eliminate the long travel we currently have to put our victims through for certain exams.

Subcontracts will not be utilized in this fiscal budget. If any mid-year salary or benefit adjustments are needed, we will submit a 223-modification form to Cal OES.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

Citizens who become involved with the criminal justice system, either as victims or witnesses to crime, are all too often further victimized by that system. They become isolated and receive little practical advice or necessary care. The Mono County Victim/Witness Program will attempt to reduce the trauma and insensitive treatment that victims and witnesses may experience in the wake of a crime. We will provide these services according to Cal OES guidelines, victim, and community needs.

The Mono County Victim/Witness Program was implemented in 1989. The coordinator devotes 100% of her time to providing direct services to victims and witnesses of crime. With the increase in victim services provided we staff one Program Coordinator, a full time MVA Advocate, and one part-time Advocate (vacant) funded entirely by this grant. We fund 30% of our North County Office Manager's salary also as she is our North County Advocate and devotes 30% of her time to working on victim services.

The Town of Mammoth Lakes, the largest incorporated city within Mono County, continues to grow. The Hispanic population of victims is rapidly increasing. As such, the language barrier has become an increased problem.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

However, we do have several county employees that are utilized for interpreting. We are also servicing additional victims and witnesses due to the increase of crimes and clients as a result of AB109, realignment.

We have two office locations, one in Mammoth Lakes and one in Bridgeport. The Mammoth Office continues to be very busy. The courthouse in Bridgeport has limited services to one day per week and as such, the services to the north end of the county have become more limited. The coordinator travels to Bridgeport on an as needed basis. With the addition of a part-time Advocate and a full time MVA Advocate we have been able to increase our services in the north end of the county and will continue to grow. We are currently working on developing our Mass Casualty Response Plan. We have been meeting with law partners to learn current procedures and develop new ones to include victim services.

Plan

The Mono County Victim/Witness Program will advocate to the District Attorney's Office, law enforcement, and the criminal justice system on behalf of victims and witnesses of crime. The program will provide mandated and optional services to victims and witnesses of crime set forth in Penal Code



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

Section 13835. The program will attempt to decrease the trauma experienced by victims and witnesses of crime by offering support, information, and resources, thereby allowing for a faster and more complete recovery from the effects of crime.

The 2023-2024 objectives are to reach five hundred new victims in Mono County. We will also have between three hundred and four hundred continued contacts with victims and witnesses of crime.

In the grant year of 2023-2024, the program will renew the commitment to provide presentations and training to law enforcement and other victim service agencies. We will also commit to increase our fieldwork in the upcoming fiscal year. The Program Coordinator is on call twenty-four hours a day, seven days a week. We will be available for law enforcement callouts and mass casualty/disaster response for victims. We are working very closely with law enforcement, Fire and EMS as well as many other agencies to implement victim services into mass casualty response. We will continue community outreach by staying involved with the local schools at the student level through education, education through our local community groups and better training of allied law enforcement agencies.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

We have over ten schools in Mono County from Kindergarten through grade twelve that we will be involved with as well as numerous community services organizations. We are committed to attending several trainings this grant year to extend the level of service we can provide to our victims. Our program has expanded substantially over the last year. We have a full time Mass Victimization Advocate, and she is working closely with the Program Coordinator to expand our Mass Casualty Response Plan. We are currently running our program with 1 full-time Advocate/Program Coordinator, 1 part-time Advocate (vacant), an Office Manager/Advocate that devotes 30% of her time to advocacy and one full time MVA Advocate.

The Mono County Victim/Witness Program assists victims of all types of crime. We do not limit our services to any specific crime. Therefore, we receive referrals from several different agencies including: the District Attorney's Office, the Probation Department, the Superior Court, other victim service agencies such as Wild Iris Women's Services, the Mono County Behavioral Health Department, the Mono County Health Department, the Mono County Social Services Department including Child Protective Services, the Mammoth Lakes Hospital and Clinic, as well as law enforcement including the Mono County Sheriff's Department, the Mammoth Lakes Police Department and the local



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

branches of the California Highway Patrol. Referrals are made in person, by telephone or through a written report. All law enforcement reports are routed through the coordinator for review and outreach is provided to victims as needed. As of July 2020, the offices of Mono County reside in a new building in a different location of Mammoth Lakes. This new building is in the same area as the Mono County Superior Court as well as the Mammoth Lakes Police Department. All the County offices occupy this building which will make a huge difference for victims being able to access services all within the same location. Our new office space is smaller than our former location, so we have purchased new office equipment for our four Advocates. We have developed new business operations due to the Covid-19 Pandemic. We have updated our forensic interview equipment in the Mammoth office as well as created an interview room in our Bridgeport office to make sure our victims of sexual assault have the best possible experience as well as case outcome. This equipment is crucial for child sexual assault cases. This grant year we plan to focus on sending our advocates to trainings as well as grow our SART and DV program.

The program has one volunteer – our retired Victim Witness Coordinator. The volunteer's time is documented on a volunteer sign in sheet. Typical duties include assistance in gathering statistical information and preparing quarterly



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

reports, clerical work and a variety of tasks as assigned by the Coordinator and Deputy District Attorneys.

The program will utilize interpreters from the community and interpreters from Mono County Social Services, and Hispanic outreach workers at Wild Iris Women's Services to communicate with victims and witnesses who speak Spanish. The program will utilize other translators in the community for translation services for non-English speaking victims/witnesses and for the hearing-impaired. Services for elderly and disabled victims of crime are provided appropriate to their special needs. Field visits are provided to a client's home, place of business or other safe location, wherever necessary to provide services.

The Victim/Witness Office is housed at the following locations:



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

Mono County District Attorney's Office

1290 Tavern Rd.

PO Box 2053

Mammoth Lakes, CA 93546

(760) 924-1710

Mono County District Attorney's Office

Courthouse, Main St.

PO Box 617

Bridgeport, CA 93517

(760) 932-5550

After Hours Telephone for Program Coordinator: (760) 920-7290

Implementation

The Mono County Victim/Witness Program will advocate to the District



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

Attorney's Office, law enforcement and other victim service agencies on behalf of victims and witnesses of crime. Meetings will be conducted with each agency at least semi-annually to discuss current needs and to develop strategies for implementation of the Victim/Witness Program objectives. We have high hopes that we can work closely with Mammoth Hospital in this next grant year to continue to grow our SART protocols to be able to offer as many services as possible. We also would like to partner with the Start By Believing campaign and bring that to the Eastern Sierra community.

An operational agreement exists between the Mono County Victim/Witness Program, the Mono County District Attorney's Office, the Mammoth Lakes Police Department, the Mono County Sheriff's Department, the Mono County Behavioral Health Department, the Department of Social Services (including CPS), Mammoth Hospital and Wild Iris Services. These agencies will refer victims and witnesses to the program. Excellent working relationships exist between these agencies. The Mono County Victim/Witness Program, the Mono County Behavioral Health Department, and the Department of Social Services (CPS) provide services to the three VOCA victim groups: sexual assault, domestic violence, and children crime victims. Wild Iris Women's Services provide services to sexual assault victims and domestic violence victims.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

The Victim/Witness Assistance Program consists of the Program Director/District Attorney, David Anderson; the Program Coordinator, Sarah Gillespie; a full-time MVA Advocate, Timina Gilfoy; a part-time Victim Advocate, vacant; our North County Office Manager, Elizabeth Pelichowski who devotes 30% of her time to victim services; an assigned District Attorney Investigator partially paid by funds from the Community Corrections Partnership; and one volunteer.

Our program is ADA compliant. We can assist handicapped victims and witnesses. There are handicapped parking spaces in our parking lot and our office is located at ground level.



Grant Subaward Programmatic Narrative

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

ORGANIZATIONAL CHART

MONO COUNTY BOARD OF SUPERVISORS



MONO COUNTY DISTRICT ATTORNEY/PROGRAM DIRECTOR



PROGRAM COORDINATOR

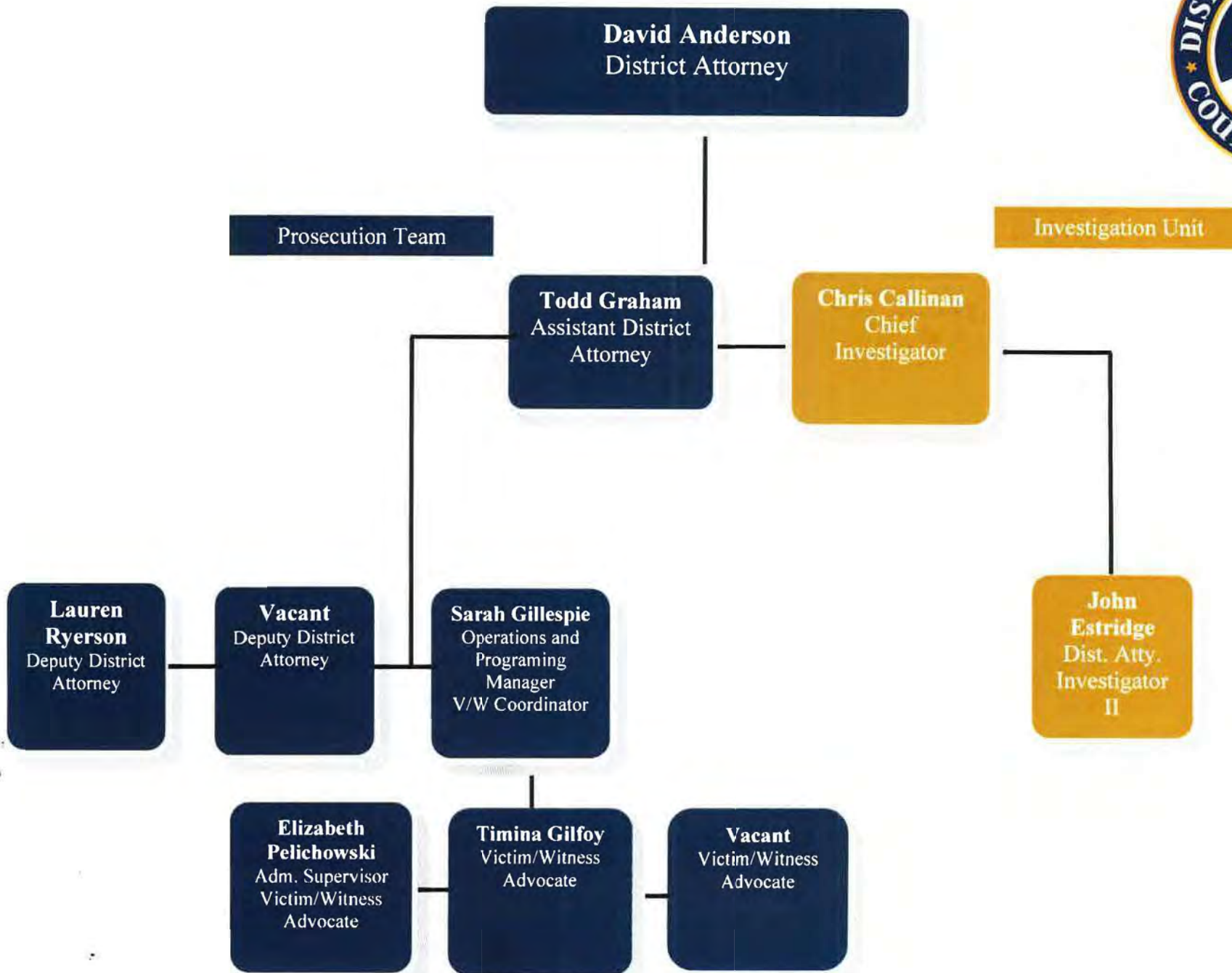
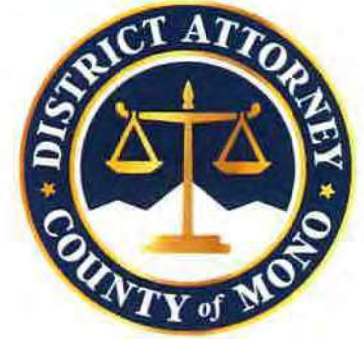


VICTIM ADVOCATES



VOLUNTEER(S)

District Attorney Office Organizational Chart





Operational Agreement Summary

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

| Participating Agency/Organization/Individual | Date Signed | Time Frame of OA |
|---|-------------------|------------------------------------|
| 1. <u>Mono County District Attorney's Office</u> | <u>06/01/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 2. <u>Mammoth Lakes Police Department</u> | <u>06/01/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 3. <u>Mono County Sheriff's Department</u> | <u>06/01/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 4. <u>Wild Iris</u> | <u>04/20/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 5. <u>Mono County Department of Social Services</u> | <u>06/01/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 6. <u>Mono County Behavioral Health</u> | <u>06/01/2022</u> | <u>10/01/22</u> to <u>09/30/23</u> |
| 7. _____ | | _____ to _____ |
| 8. _____ | | _____ to _____ |
| 9. _____ | | _____ to _____ |
| 10. _____ | | _____ to _____ |
| 11. _____ | | _____ to _____ |
| 12. _____ | | _____ to _____ |
| 13. _____ | | _____ to _____ |
| 14. _____ | | _____ to _____ |
| 15. _____ | | _____ to _____ |
| 16. _____ | | _____ to _____ |
| 17. _____ | | _____ to _____ |
| 18. _____ | | _____ to _____ |
| 19. _____ | | _____ to _____ |
| 20. _____ | | _____ to _____ |



Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Match Waiver Request Form

Cal OES Subrecipients may request a partial or full match waiver for Victim of Crime Act (VOCA) Victim Assistance Formula Grant Program funds. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

1. Cal OES Grant Subaward Number: VW23 33 0260
2. Subrecipient's Name: Mono County
3. Grant Subaward Performance Period 10/01/2023 through 09/30/2024

4. VOCA Fund Source #1: 22VOCA
VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 123,200
Amount of Match Proposed (post approved Match Waiver): \$ 0

5. VOCA Fund Source #2 (if applicable): 23VOCA
VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 123,212
Amount of Match Proposed (post approved Match Waiver): \$ 0

6. Briefly summarize the services provided:
Our program provides a number of services including; law enforcement on scene response, interview accompaniment, introduction to the justice system, court support, case status and disposition, restitution assistance, mass casualty response, CalVCB applications, forensic interviewing/accompaniment, SART response, restraining orders, and resource and referral to partnering agencies and programs.

7. Describe practical/logistical obstacles and/or local resource constraints to providing match:
Currently we have very little resources. Mono County is very remote and had minimal resources prior to the Covid-19 Pandemic and now with even less. Our non-profit organization, which is located about 40 minutes away, which requires transportation to and from, and is open by appointment only.

Approved

Denied

Susan Grace
Unit Chief Name


Unit Chief Signature

6/1/2023
Date

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

MR
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| | | |
|--|--|--|
| Subrecipient: Mono County | UEI # 000120092L7XGDNTU7B98 | FIPS #: 051-00000 950005001 |
| Grant Disaster/Program Title: Victim Witness Assistance Program | | |
| Performance Period: 10/01/23 | to 09/30/24 | Subaward Amount Requested: \$ 263,211 |
| Type of Non-Federal Entity (Check Applicable Box) | <input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe | |

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

| Assessment Factors | Response |
|---|------------|
| 1. How many years of experience does your current grant manager have managing grants? | >5 years |
| 2. How many years of experience does your current bookkeeper/accounting staff have managing grants? | >5 years |
| 3. How many grants does your organization currently receive? | 1-3 grants |
| 4. What is the approximate total dollar amount of all grants your organization receives? | \$ 400,000 |
| 5. Are individual staff members assigned to work on multiple grants? | No |
| 6. Do you use timesheets to track the time staff spend working on specific activities/projects? | Yes |
| 7. How often does your organization have a financial audit? | Annually |
| 8. Has your organization received any audit findings in the last three years? | No |
| 9. Do you have a written plan to charge costs to grants? | Yes |
| 10. Do you have written procurement policies? | Yes |
| 11. Do you get multiple quotes or bids when buying items or services? | Sometimes |
| 12. How many years do you maintain receipts, deposits, cancelled checks, invoices? | 3-5 years |
| 13. Do you have procedures to monitor grant funds passed through to other entities? | Yes |

| | |
|---|-----------------------------------|
| Certification: <i>This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.</i> | |
| Signature: (Authorized Agent)  <small>David Anderson (Jun 29, 2023 15:03 PDT)</small> | Date: 06/29/23 |
| Print Name and Title: David Anderson | Phone Number: 760-924-1710 |
| Cal OES Staff Only: SUBAWARD # VW23 33 0260 | |



Grant Subaward Service Area Information

Grant Subaward #: VW23 33 0260

Subrecipient: Mono County

1. County or Counties Served:

Mono *56

County where principal office is located: Mono

2. U.S. Congressional District(s) Served:

1 *56

Kevin Kiley California 3rd Congressional District

U.S. Congressional District where principal office is located: Rocklin 3rd

3. State Assembly District(s) Served:

1*56

Joe Patterson, California 5th State Assembly District

State Assembly District where principal office is located: Rocklin 5th

4. State Senate District(s) Served:

1*56

Angelique Ashby, California 8th State Senate District

State Senate District where principal office is located: Sacramento 8th

5. Population of Service Area: 13,247



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Community Development

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

SUBJECT Resolution to Apply for Drought
Relief Program Funding from State
Department of Water Resources

AGENDA DESCRIPTION:

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

Proposed resolution authorizing the Community Development Department to apply for funding from the Department of Water Resources for the Mono County Drought Task Force and Drought Resilience Plan in the amount of \$91,221 and to accept such funds if awarded by execution of the funding agreement.

RECOMMENDED ACTION:

1. Adopt proposed resolution. 2. Find that the proposal is exempt from CEQA per guidelines §15306 - Information Collection and §15307 - Actions by Regulatory Agencies for Protection of Natural Resources and direct staff to file a Notice of Exemption.

FISCAL IMPACT:

If received, grant monies offset costs to create state-mandated drought task force and hire consultant to prepare a resilience plan, which offsets use of general fund discretionary revenues.

CONTACT NAME: Rob Makoske

PHONE/EMAIL: 7609241813 / rmakoske@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|--|
| Click to download |
| <input type="checkbox"/> staff report |
| <input type="checkbox"/> Authorizing Resolution to Apply for DWR Drought Grant |
| <input type="checkbox"/> Funding agreement |

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/26/2024 9:22 AM | County Counsel | Yes |
| 1/29/2024 4:46 PM | Finance | Yes |
| 1/30/2024 9:12 AM | County Administrative Office | Yes |

Mono County Community Development Department

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

Planning Division

PO Box 8
Bridgeport, CA 93517
760.932.5420 932.5431 fax

February 6, 2024

TO: The Honorable Board of Supervisors

FROM: Rob Makoske, Community Development Planning Analyst

RE: Authorizing Resolution to Apply for Drought Relief Program Funding from the State Department of Water Resources.

BACKGROUND:

The California Department of Water Resources' (DWR) County Drought Resilience Planning Grant Program is offered as a sub-program of the Small Community Drought Relief (SCDR) Program, per the allocation of the Budget Act of 2021, Section 2, Item 3860-101-0001 (a). Per Senate Bill (SB) 552 of 2021, counties are required to establish a drought and water shortage task force and develop a drought and water shortage emergency response and long-term mitigation plan for domestic wells and state small water systems (serving 4-14 connections).

CEQA COMPLIANCE

This project qualifies for a Class 6 CEQA exemption (CEQA Guidelines, §15306) as it involves the collection of data, research, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource, as well as a Class 7 exemption (CEQA Guidelines, §15307) which consists of actions taken by regulatory agencies as authorized by state law or local ordinance to assure the maintenance, restoration, or enhancement of a natural resource where the regulatory process involves procedures for protection of the environment.

DISCUSSION

In response to Senate Bill 552, Mono County is in the process of forming a Drought Relief Task Force and Drought Resilience Plan. By applying for and receiving these state funds, of which \$91,221.10 has been requested, the County can finalize the formation of the task force and hire an outside consultant to begin drafting a county-specific Drought Resilience Plan. The task force will be responsible for holding quarterly public meetings which will help identify shortfalls and concerns in our current water resiliency plans and providing input and review of the consultant's Drought Resilience Plan. The county currently operates a twice-monthly Land Development Technical Advisory Committee (LDTAC), which is an interdepartmental group responsible for reviewing new and current building and discretionary projects. The group intends to take on this additional role as the Drought Task Force, and includes members from Mono County Community Development, Public Works, and Environmental Health. The Drought Task Force will convene interested stakeholders for input into the Drought Resilience Plan, and hold regular meetings to provide a public forum for discussion of drought-related matters.

The Drought Resilience Plan will be reviewed and crafted in conjunction with the Drought Relief Task Force, which intends to deliver a completed resilience plan to the Mono County Board of Supervisors for approval and adoption in early 2026.

One component of the required grant application is an approved Authorizing Resolution from the Board of Supervisors allowing Community Development to pursue these grant monies to fund both the Drought Relief Task Force and the Mono County Drought Resilience Plan. Please see the attached resolution drafted for the Board of Supervisors' consideration.

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

ATTACHMENT: Resolution



R24-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION
FOR THE MONO COUNTY DROUGHT TASK FORCE AND DROUGHT
RESILIENCE PLAN**

WHEREAS, Mono County proposes to implement the Mono County Drought Task Force and Drought Resilience Plan.

WHEREAS, the Mono County Drought Task Force and Drought Resilience Plan is being implemented in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies;

WHEREAS, Mono County has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, Mono County intends to apply for grant funding from the California Department of Water Resources for the Mono County Drought Task Force and Drought Resilience Plan;

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

SECTION ONE: That pursuant and subject to all of the terms and provisions of Budget Act of 2021, as amended (Stats. 2022, ch. 44, § 25), the Mono County Community Development Department Director, or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions as necessary or appropriate to obtain grant funding.

SECTION TWO: The Mono County Community Development Department Director, or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.

SECTION THREE: The Mono County Community Development Department Director, or designee, is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

PASSED, APPROVED and ADOPTED this 6th day of February 2024, by the following vote, to wit:

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AYES:
NOES:
ABSENT:
ABSTAIN:

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John Peters, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel

**STATE OF CALIFORNIA
CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES**

AGREEMENT NUMBER: 46000XXXXX

**FUNDING AGREEMENT BETWEEN THE STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES**

AND

<GRANTEE'S NAME>

FOR THE

<PROJECT NAME>

A PART OF THE SMALL COMMUNITY DROUGHT RELIEF PROGRAM

FUNDED BY

**THE BUDGET ACT OF 2021 AS AMENDED
(STATS. 2022, ch. 44, § 25)**

FUNDING AGREEMENT BETWEEN
THE STATE OF CALIFORNIA (DEPARTMENT OF WATER RESOURCES) AND
<GRANTEE'S NAME>
<SAP AGREEMENT NUMBER>
SMALL COMMUNITY DROUGHT RELIEF PROGRAM

THIS FUNDING AGREEMENT is entered into by and between the Department of Water Resources of the State of California, herein referred to as the "State" and the <Grantee's Name>, a <select appropriate descriptor and delete others – public agency, non-profit, etc.>, in the State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Grantee," which parties do hereby agree as follows:

1. **PURPOSE.** State shall provide funding pursuant to the Budget Act of 2021, as amended (Stats. 2022, ch. 44, § 25), to the Grantee to assist in financing the <insert project title> (Project). By executing this Agreement, the Grantee certifies that the purpose of the Project is in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies.
2. **TERM OF FUNDING AGREEMENT.** The term of this Funding Agreement begins on the date this Funding Agreement is initially executed by State, through final payment plus three (3) years unless otherwise terminated or amended as provided in this Agreement. However, all work shall be completed by <Insert date based on schedule>, and no funds may be requested after <Insert date work completed + 3 - 6 months>.
3. **PROJECT COST.** The reasonable cost of the Project is estimated to be \$<insert Project Cost>.
4. **FUNDING AMOUNT.** The maximum amount payable by the State under this Agreement shall not exceed \$<insert amount>.
5. **GRANTEE REQUIRED COST SHARE.** Grantee agrees to fund the difference between the actual Project Cost in Paragraph 3 and the amount specified in Paragraph 4, if any.
6. **BASIC CONDITIONS.** State shall have no obligation to disburse money for the Project under this Funding Agreement until Grantee has satisfied the following conditions:
 - A. For the term of this Funding Agreement, Grantee submits timely Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports."
 - B. Grantee submits all deliverables as specified in Paragraph 13 of this Funding Agreement and in Exhibit A.
 - C. Prior to the commencement of construction or implementation activities, Grantee shall submit the following to the State:
 - i. Final plans and specifications certified by a California Registered Civil Engineer as to compliance for the Project as listed in Exhibit A of this Funding Agreement.
 - ii. Work that is subject to the California Environmental Quality Act (CEQA) and or environmental permitting shall not proceed under this Funding Agreement until the following actions are performed:

- a. Grantee submits to the State all applicable environmental permits as indicated on the Environmental Information Form to the State, and
- b. Documents that satisfy the CEQA process are received by the State, and
- c. Grantee receives written concurrence from the State of the Lead Agency's CEQA document(s) and State notice of verification of environmental permit submittal.

State's concurrence of Lead Agency's CEQA documents is fully discretionary and shall constitute a condition precedent to any work (i.e., construction or implementation activities) for which it is required. Once CEQA documentation has been completed, State will consider the environmental documents and decide whether to continue to fund the Project or to require changes, alterations, or other mitigation. Grantee must also demonstrate that it has complied with all applicable requirements of the National Environmental Policy Act (NEPA) by submitting copies of any environmental documents, including environmental impact statements, Finding of No Significant Impact, mitigation monitoring programs, and environmental permits as may be required prior to beginning construction/implementation.

7. DISBURSEMENT OF FUNDS. State will disburse to Grantee the amount approved, subject to the availability of funds through normal State processes. Notwithstanding any other provision of this Funding Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations pursuant to any federal statute or regulation. Any and all money disbursed to Grantee under this Funding Agreement shall be deposited in a separate account and shall be used solely to pay Eligible Project Costs.
8. ELIGIBLE PROJECT COST. Grantee shall apply State funds received only to Eligible Project Costs in accordance with applicable provisions of the law and **Exhibit B**. Eligible Project Costs include the reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigations, monitoring, and project construction. Reimbursable administrative expenses are the necessary costs incidental but directly related to the Project included in this Agreement. Work performed on the Project after **<approval date listed in Commitment Letter>**, shall be eligible for reimbursement.

Costs that are not eligible for reimbursement include, but are not limited to the following items:

- A. Costs incurred prior to **<approval date listed in Commitment Letter>**.
- B. Operation and maintenance costs, including post-construction performance and monitoring costs.
- C. Purchase of equipment not an integral part of the Project.
- D. Establishing a reserve fund.
- E. Monitoring and assessment costs for efforts required after Project construction is complete.
- F. Replacement of existing funding sources for ongoing programs.
- G. Payment of federal or state taxes.
- H. Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.
- I. Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirement).

- J. Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of a project, as set forth and detailed by engineering and feasibility studies, or land purchased prior to <grant award date>.
- K. Overhead and indirect costs. "Indirect Costs" means those costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the funded project (i.e., costs that are not directly related to the funded project). Examples of Indirect Costs include but are not limited to: central service costs; general administration of the Grantee; non-project-specific accounting and personnel services performed within the Grantee's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-project-specific facilities; tuition; conference fees; and, generic overhead or markup. This prohibition applies to the Grantee and any subcontract or sub-agreement for work on the Project that will be reimbursed pursuant to this Agreement.
9. METHOD OF PAYMENT. After the disbursement requirements in Paragraph 6 "Basic Conditions" are met, State will disburse the whole or portions of State funding to Grantee, following receipt from Grantee via US mail or Express mail delivery of a "wet signature" invoice, or an electronic invoice certified and transmitted via DocuSign for costs incurred, including Cost Share, and timely Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports." Payment will be made no more frequently than monthly, in arrears, upon receipt of an invoice bearing the Funding Agreement number. State will notify Grantee, in a timely manner, whenever, upon review of an Invoice, State determines that any portion or portions of the costs claimed are not eligible costs or is not supported by documentation or receipts acceptable to State. Grantee may, within thirty (30) calendar days of the date of receipt of such notice, submit additional documentation to State to cure such deficiency(ies). If Grantee fails to submit adequate documentation curing the deficiency(ies), State will adjust the pending invoice by the amount of ineligible or unapproved costs.

Invoices submitted by Grantee shall include the following information:

- A. Costs incurred for work performed in implementing the Project during the period identified in the particular invoice.
- B. Costs incurred for any interests in real property (land or easements) that have been necessarily acquired for the Project during the period identified in the particular invoice for the implementation of the Project.
- C. Invoices shall be submitted on forms provided by State and shall meet the following format requirements:
 - i. Invoices must contain the date of the invoice, the time period covered by the invoice, and the total amount due.
 - ii. Invoices must be itemized based on the categories (i.e., tasks) specified in Exhibit B. The amount claimed for salaries/wages/consultant fees must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = the total amount claimed).
 - iii. One set of sufficient evidence (i.e., receipts, copies of checks, timesheets) must be provided for all costs included in the invoice.
 - iv. Each invoice shall clearly delineate those costs claimed for reimbursement from the State's funding amount, as depicted in Paragraph 4, "Funding Amount" and those costs that represent Grantee's costs, as applicable, in Paragraph 5, "Grantee Required Cost Share."
 - v. Invoices can be submitted by one of the following methods.

- a. Via email at <grant Manager's email>
- b. Mail the invoice with the original "wet signature" to the following address: <grant manager's name and address>

All invoices submitted shall be accurate and signed under penalty of law. Any and all costs submitted pursuant to this Agreement shall only be for the tasks set forth herein. The Grantee shall not submit any invoice containing costs that are ineligible or have been reimbursed from other funding sources unless required and specifically noted as such (i.e., match costs/cost share). Any eligible costs for which the Grantee is seeking reimbursement shall not be reimbursed from any other source. Double or multiple billing for time, services, or any other eligible cost is illegal and constitutes fraud. Any suspected occurrences of fraud, forgery, embezzlement, theft, or any other misuse of public funds may result in suspension of disbursements of grant funds and/or termination of this Agreement requiring the repayment of all funds disbursed hereunder plus interest. Additionally, the State may request an audit pursuant to **Paragraph D.5** and refer the matter to the Attorney General's Office or the appropriate district attorney's office for criminal prosecution or the imposition of civil liability. (Civ. Code, §§ 1572-1573; Pen. Code, §§ 115, 470, 487-489.)

10. **WITHHOLDING OF DISBURSEMENTS BY STATE.** If State determines that the Project is not being implemented in accordance with the provisions of this Funding Agreement, or that Grantee has failed in any other respect to comply with the provisions of this Funding Agreement, and if Grantee does not remedy any such failure to State's satisfaction, State may withhold from Grantee all or any portion of the State funding and take any other action that it deems necessary to protect its interests. Where a portion of the State funding has been disbursed to the Grantee and State notifies Grantee of its decision not to release funds that have been withheld pursuant to **Paragraph 11**, the portion that has been disbursed shall thereafter be repaid immediately as directed by State. State may consider Grantee's refusal to repay the requested disbursed amount a contract breach subject to the default provisions in **Paragraph 11, "Default Provisions."** If State notifies Grantee of its decision to withhold the entire funding amount from Grantee pursuant to this Paragraph, this Funding Agreement shall terminate upon receipt of such notice by Grantee and the State shall no longer be required to provide funds under this Funding Agreement and the Funding Agreement shall no longer be binding on either party.
11. **DEFAULT PROVISIONS.** Grantee will be in default under this Funding Agreement if any of the following occur:
 - A. Substantial breaches of this Funding Agreement, or any supplement or amendment to it, or any other agreement between Grantee and State evidencing or securing Grantee's obligations.
 - B. Making any false warranty, representation, or statement with respect to this Funding Agreement, the application, or any documents filed to obtain grant funding.
 - C. Failure to operate or maintain the Project in accordance with this Funding Agreement.
 - D. Failure to make any remittance required by this Funding Agreement, including any remittance recommended as the result of an audit conducted pursuant to **Paragraph D.5**.
 - E. Failure to submit timely progress reports.
 - F. Failure to routinely invoice State.
 - G. Failure to meet any of the requirements set forth in **Paragraph 12, "Continuing Eligibility."**Should an event of default occur, State shall provide a notice of default to the Grantee and shall give Grantee at least ten (10) calendar days to cure the default from the date the notice is sent via

first-class mail to the Grantee. If the Grantee fails to cure the default within the time prescribed by the State, State may do any of the following:

- A. Declare the funding disbursed be immediately repaid.
- B. Terminate any obligation to make future payments to Grantee.
- C. Terminate the Funding Agreement.
- D. Take any other action that it deems necessary to protect its interests.

In the event State finds it necessary to enforce this provision of this Funding Agreement in the manner provided by law, Grantee agrees to pay all costs incurred by State including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

12. **CONTINUING ELIGIBILITY.** Grantee must meet the following ongoing requirement(s) to remain eligible to receive State funds:
- A. Grantee must adhere to the protocols developed pursuant to The Open and Transparent Water Data Act (Wat. Code, § 12406) for data sharing, transparency, documentation, and quality control.
 - B. If the Grantee diverting surface water, the Grantee must maintain compliance with diversion reporting requirements as outlined in Water Code section 5100 et seq.
 - C. If applicable, maintain compliance with the Urban Water Management Planning Act (Wat. Code, § 10610 et seq.).
 - D. If applicable, maintain compliance with Sustainable Water Use and Demand Reduction requirements outlined in Water Code Section 10608, et seq.
 - E. On March 4, 2022, the Governor issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. The EO may be found at: <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under State law. The EO directs DWR to terminate funding agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine that the Grantee is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this Agreement. The State shall provide the Grantee advance written notice of such termination, allowing the Grantee at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.
13. **SUBMISSION OF REPORTS.** The submittal and approval of all reports is a requirement for the successful completion of this Funding Agreement. Reports shall meet generally accepted professional standards for technical reporting and shall be proofread for content, numerical accuracy, spelling, and grammar prior to submittal to State. All reports shall be submitted to the State's Project Manager and shall be submitted via email or DWR's "Grant Review and Tracking System" (GRanTS). If requested, Grantee shall promptly provide any additional information deemed necessary by State for the approval of reports. Reports shall be presented in the formats described in the applicable portion of **Exhibit F**. The timely submittal of reports is a requirement for initial and continued disbursement of State funds. Submittal and subsequent approval by the State, of a Project Completion Report is a requirement for the release of any funds retained for such project.

- A. Quarterly Progress Reports: Grantee shall submit Quarterly Progress Reports to meet the State's requirement for disbursement of funds. Quarterly Progress Reports shall be sent directly to the Project Manager via email or uploaded via GRanTS, and the State's Project Manager notified of upload. Quarterly Progress Reports shall, in part, provide a brief description of the work performed, Grantee's activities, milestones achieved, any accomplishments and any problems encountered in the performance of the work under this Funding Agreement during the reporting period. The first Quarterly Progress Report should be submitted to the State no later than three months after the execution of the agreement with future reports then due on successive three-month increments based on the invoicing schedule and this date.
- B. Project Completion Report: Grantee shall prepare and submit to State a Project Completion Report for the Project. Grantee shall submit the Project Completion Report within ninety (90) calendar days of project completion. The Project Completion Report shall include, in part, a description of actual work done, any changes or amendments to the Project, and a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project. The Project Completion Report shall also include, if applicable, certification of final project by a registered civil engineer, consistent with Standard Condition **D.17, "Final Inspections and Certification of Registered Civil Engineer"**. A DWR "Certification of Project Completion" form will be provided by the State.
14. OPERATION AND MAINTENANCE OF PROJECT. For the useful life of construction and implementation projects and in consideration of the funding made by State, Grantee agrees to ensure or cause to be performed the commencement and continued operation of the Project, and shall ensure or cause the Project to be operated in an efficient and economical manner; shall ensure all repairs, renewals, and replacements necessary to the efficient operation of the same are provided; and shall ensure or cause the same to be maintained in as good and efficient condition as upon its construction, ordinary and reasonable wear and depreciation excepted. The State shall not be liable for any cost of such maintenance, management, or operation. Grantee or their successors may, with the written approval of State, transfer this responsibility to use, manage, and maintain the property. For purposes of this Funding Agreement, "useful life" means period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented; "operation costs" include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses, and "maintenance costs" include ordinary repairs and replacements of a recurring nature necessary for capital assets and basic structures and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures. Refusal of Grantee to ensure operation and maintenance of the Project in accordance with this provision may, at the option of State, be considered a breach of this Funding Agreement and may be treated as default under **Paragraph 11, "Default Provisions."**
15. NOTIFICATION OF STATE. Grantee shall promptly notify State, in writing, of the following items:
- A. Events or proposed changes that could affect the scope, budget, or work performed under this Funding Agreement. Grantee agrees that no substantial change in the scope of the Project will be undertaken until written notice of the proposed change has been provided to State and State has given written approval for such change. Substantial changes generally include changes to the scope of work, schedule or term, and budget.
- B. Any public or media event publicizing the accomplishments and/or results of this Funding Agreement and provide the opportunity for attendance and participation by State's representatives. Grantee shall make such notification at least 14 calendar days prior to the event.

- C. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Grantee agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the State has determined what actions should be taken to protect and preserve the resource. The Grantee agrees to implement appropriate actions as directed by the State.
 - D. The initiation of any litigation or the threat of litigation against the Grantee regarding the Project or that may affect the Project in any way.
 - E. Final inspection of the completed work on a project by a Registered Civil Engineer, in accordance with **Standard Condition D.17, "Final Inspections and Certification of Registered Civil Engineer."** Grantee shall notify the State's Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State the opportunity to participate in the inspection.
16. **NOTICES.** Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party under this Funding Agreement shall be in writing. Notices may be transmitted by any of the following means:
- A. By delivery in person.
 - B. By certified U.S. mail, return receipt requested, postage prepaid.
 - C. By "overnight" delivery service, provided that next-business-day delivery is requested by the sender.
 - D. By electronic means.
 - E. Notices delivered in person will be deemed effective immediately on receipt (or refusal of delivery or receipt). Notices sent by certified mail will be deemed effective given ten (10) calendar days after the date deposited with the U. S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent electronically will be effective on the date of transmission, which is documented in writing. Notices shall be sent to the below addresses. Either party may, by written notice to the other, designate a different address that shall be substituted for the one below.
17. **PERFORMANCE EVALUATION.** Upon completion of this Funding Agreement, Grantee's performance will be evaluated by the State and a copy of the evaluation will be placed in the State file and a copy sent to the Grantee.

18. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Funding Agreement are as follows:

| | |
|--|---|
| Department of Water Resources | <Grantee's Name> |
| Arthur Hinojosa | <Name of the representative> |
| Manager, Division of Regional Assistance | <Title> |
| P.O. Box 942836 | <Address Line 1> |
| Sacramento, CA 94236 | <Address Line 2> |
| Phone: (916) 902-6713 | Phone: (xxx) xxx-xxxx |
| Email: Arthur.Hinojosa@water.ca.gov | Email: xxxxxx@xxxx.xxx |

Direct all inquiries to the Project Manager:

| | |
|---|---|
| Department of Water Resources | <Grantee's Name> |
| <Project Manager's Name> | <Name of the representative> |
| <Title> | <Title> |
| <Address Line 1> | <Address Line 1> |
| <Address Line 2> | <Address Line 2> |
| Phone: (xxx) xxx-xxxx | Phone: (xxx) xxx-xxxx |
| Email: xxxxxx.xxxxxx@water.ca.gov | Email: xxxxxx@xxxx.xxx |

Either party may change its Project Representative or Project Manager upon written notice to the other party.

19. STANDARD PROVISIONS AND INTEGRATION. This Funding Agreement is complete and is the final Agreement between the parties. The following Exhibits are attached and made a part of this Funding Agreement by this reference:

Exhibit A – WORK PLAN

Exhibit B – BUDGET

Exhibit C – SCHEDULE

Exhibit D – STANDARD CONDITIONS

Exhibit E – GRANTEE'S AUTHORIZING RESOLUTION

Exhibit F – REPORT FORMATS AND REQUIREMENTS

Exhibit G – STATE AUDIT DOCUMENT REQUIREMENTS

Exhibit H – INFORMATION NEEDED FOR ESCROW PROCESSING AND CLOSURE

Exhibit I – APPRAISAL SPECIFICATIONS

Exhibit J – ADVANCE PAYMENT

IN WITNESS WHEREOF, the parties hereto have executed this Funding Agreement.

STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES

<Grantee's Name>

Arthur Hinojosa, Manager
Division of Regional Assistance

<Name>, <Title>
<Grantee's Name>

Date_____

Date_____

Approved as to Legal Form and Sufficiency

Robin Brewer, Assistant General Counsel
Office of General Counsel

Exhibit A
WORK PLAN

Exhibit B
BUDGET

All work associated with the Project must be completed prior to payment of retention. Backup documentation for cost share will not be reviewed for the purposes of invoicing. The Grantee is required to maintain all financial documents related to the Project in accordance with Exhibit G (State Audit Document Requirements for Grantees).

Exhibit C
SCHEDULE

Exhibit D

STANDARD CONDITIONS

D.1. ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:

- A. **Separate Accounting of Funding Disbursements:** Grantee shall account for the money disbursed pursuant to this Funding Agreement separately from all other Grantee funds. Grantee shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied. Grantee shall keep complete and accurate records of all receipts and disbursements on expenditures of such funds. Grantee shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State at any and all reasonable times.
- B. **Disposition of Money Disbursed:** All money disbursed pursuant to this Funding Agreement shall be deposited in a separate account, administered, and accounted for pursuant to the provisions of applicable law.
- C. **Remittance of Unexpended Funds:** Grantee shall remit to State any unexpended funds that were disbursed to Grantee under this Funding Agreement and were not used to pay Eligible Project Costs within a period of sixty (60) calendar days from the final disbursement from State to Grantee of funds or, within thirty (30) calendar days of the expiration of the Funding Agreement, whichever comes first.

D.2. ACKNOWLEDGEMENT OF CREDIT AND SIGNAGE: Grantee shall include appropriate acknowledgement of credit to the State for its support when promoting the Project or using any data and/or information developed under this Funding Agreement. Signage shall be posted in a prominent location at Project site(s) (if applicable) or at the Grantee's headquarters and shall include the Department of Water Resources color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the State Department of Water Resources." The Grantee shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this Paragraph.

D.3. AMENDMENT: This Funding Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Grantee for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 90 days prior to the work completion date set forth in Paragraph 2. Any other request for an amendment must be submitted at least 180 days prior to the work completion date set forth in Paragraph 2. State shall have no obligation to agree to an amendment.

D.4. AMERICANS WITH DISABILITIES ACT: By signing this Funding Agreement, Grantee assures State that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

D.5. AUDITS: State reserves the right to conduct an audit at any time between the execution of this Funding Agreement and the completion of the Project, with the costs of such audit borne by State. After completion of the Project, State may require Grantee to conduct a final audit to State's specifications, at Grantee's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by Grantee to comply with this provision shall be considered a breach of this Funding Agreement, and State

may elect to pursue any remedies provided in **Paragraph 11** or take any other action it deems necessary to protect its interests. The Grantee agrees it shall return any audit disallowances to the State.

Pursuant to Government Code section 8546.7, the Grantee shall be subject to the examination and audit by the State for a period of three (3) years after final payment under this Funding Agreement with respect of all matters connected with this Funding Agreement, including but not limited to, the cost of administering this Funding Agreement. All records of Grantee or its contractor or subcontractors shall be preserved for this purpose for at least three (3) years after receipt of the final disbursement under this Agreement.

- D.6. **BUDGET CONTINGENCY:** If the Budget Act of the current year covered under this Funding Agreement does not appropriate sufficient funds for this program, this Funding Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of State to make any payments under this Funding Agreement. In this event, State shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Funding Agreement and Grantee shall not be obligated to perform any provisions of this Funding Agreement. Nothing in this Funding Agreement shall be construed to provide Grantee with a right of priority for payment over any other Grantee. If funding for any fiscal year after the current year covered by this Funding Agreement is reduced or deleted by the Budget Act, by Executive Order, or by order of the Department of Finance, the State shall have the option to either cancel this Funding Agreement with no liability occurring to State or offer a Funding Agreement amendment to Grantee to reflect the reduced amount.
- D.7. **CEQA:** Activities funded under this Funding Agreement, regardless of funding source, must be in compliance with the California Environmental Quality Act (CEQA). (Pub. Resources Code, § 21000 et seq.) Any work that is subject to CEQA and funded under this Agreement shall not proceed until documents that satisfy the CEQA process are received by the State's Project Manager and the State has completed its CEQA compliance. Work funded under this Agreement that is subject to a CEQA document shall not proceed until and unless approved by the Department of Water Resources. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. If CEQA compliance by the Grantee is not complete at the time the State signs this Agreement, once State has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to the Project; or to not fund the Project. Should the State decide to not fund the Project, this Agreement shall be terminated in accordance with **Paragraph 11**.
- D.8. **CHILD SUPPORT COMPLIANCE ACT:** The Grantee acknowledges in accordance with Public Contract Code section 7110, that:
- A. The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Family Code section 5200 et seq.; and
 - B. The Grantee, to the best of its knowledge, is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.
- D.9. **CLAIMS DISPUTE:** Any claim that the Grantee may have regarding performance of this Agreement including, but not limited to, claims for additional compensation or extension of time, shall be submitted to the DWR Project Representative, within thirty (30) days of the Grantee's knowledge of the claim. State and Grantee shall then attempt to negotiate a

resolution of such claim and process an amendment to this Agreement to implement the terms of any such resolution.

- D.10. **COMPETITIVE BIDDING AND PROCUREMENTS:** Grantee's contracts with other entities for the acquisition of goods and services and construction of public works with funds provided by State under this Funding Agreement must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If the Grantee does not have a written policy to award contracts through a competitive bidding or sole source process, the Department of General Services' *State Contracting Manual* rules must be followed and are available at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>.
- D.11. **COMPUTER SOFTWARE:** Grantee certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Funding Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.
- D.12. **CONFLICT OF INTEREST:** All participants are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411, for State conflict of interest requirements.
- A. **Current State Employees:** No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
 - B. **Former State Employees:** For the two-year period from the date, he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date, he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
 - C. **Employees of the Grantee:** Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act. (Gov. Code, § 87100 et seq.)
 - D. **Employees and Consultants to the Grantee:** Individuals working on behalf of the Grantee may be required by the Department to file a Statement of Economic Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

- D.13. DELIVERY OF INFORMATION, REPORTS, AND DATA: Grantee agrees to expeditiously provide throughout the term of this Funding Agreement, such reports, data, information, and certifications as may be reasonably required by State.
- D.14. DISPOSITION OF EQUIPMENT: Grantee shall provide to State, not less than 30 calendar days prior to submission of the final invoice, an itemized inventory of equipment purchased with funds provided by State. The inventory shall include all items with a current estimated fair market value of more than \$5,000.00 per item. Within 60 calendar days of receipt of such inventory, State shall provide Grantee with a list of the items on the inventory that State will take title to. All other items shall become the property of Grantee. State shall arrange for delivery from Grantee of items that it takes title to. Cost of transportation, if any, shall be borne by State.
- D.15. DRUG-FREE WORKPLACE CERTIFICATION: Certification of Compliance: By signing this Funding Agreement, Grantee, its contractors or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:
- A. Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by the Government Code section 8355.
 - B. Establish a Drug-Free Awareness Program, as required by Government Code section 8355 to inform employees, contractors, or subcontractors about all of the following:
 - i. The dangers of drug abuse in the workplace,
 - ii. Grantee's policy of maintaining a drug-free workplace,
 - iii. Any available counseling, rehabilitation, and employee assistance programs, and
 - iv. Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
 - C. Provide, as required by Government Code section 8355, that every employee, contractor, and/or subcontractor who works under this Funding Agreement:
 - i. Will receive a copy of Grantee's drug-free policy statement, and
 - ii. Will agree to abide by terms of Grantee's condition of employment, contract, or subcontract.
- D.16. EASEMENTS: Where the Grantee acquires property in fee title or funds improvements to real property already owned in fee by the Grantee using State funds provided through this Funding Agreement, an appropriate easement or other title restriction providing for floodplain preservation and agricultural and/or wildlife habitat conservation for the subject property in perpetuity, approved by the State, shall be conveyed to a regulatory or trustee agency or conservation group acceptable to the State. The easement or other title restriction must be in the first position ahead of any recorded mortgage or lien on the property unless this requirement is waived by the State.

Where the Grantee acquires an easement under this Agreement, the Grantee agrees to monitor and enforce the terms of the easement, unless the easement is subsequently transferred to another land management or conservation organization or entity with State

permission, at which time monitoring and enforcement responsibilities will transfer to the new easement owner.

Failure to provide an easement acceptable to the State may result in termination of this Agreement.

- D.17. FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED CIVIL ENGINEER: Upon completion of the Project, Grantee shall provide for a final inspection and certification by a California Registered Civil Engineer that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Funding Agreement.
- D.18. GOVERNING LAW: This Funding Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
- D.19. GRANTEE'S RESPONSIBILITIES: Grantee and its representatives shall:
- A. Faithfully and expeditiously perform or cause to be performed all project work as described in Exhibit A (Work Plan) and in accordance with Project Exhibit B (Budget) and Exhibit C (Schedule).
 - B. Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Funding Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by Grantee in the application, documents, amendments, and communications filed in support of its request for funding.
 - C. Comply with all applicable California, federal, and local laws and regulations.
 - D. Implement the Project in accordance with applicable provisions of the law.
 - E. Fulfill its obligations under the Funding Agreement and be responsible for the performance of the Project.
 - F. Obtain any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. Grantee shall provide copies of permits and approvals to State.
 - G. Be solely responsible for design, construction, and operation, and maintenance of the Project. Review or approval of plans, specifications, bid documents, or other construction documents by State is solely for the purpose of proper administration of funds by State and shall not be deemed to relieve or restrict responsibilities of Grantee under this Agreement.
 - H. Be solely responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee shall be responsible for any and all disputes arising out of its contracts for work on the Project, including but not limited to payment disputes with contractors and subcontractors. The State will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work.
- D.20. INDEMNIFICATION: Grantee shall indemnify and hold and save the State, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Project and this Agreement, including any breach of this Agreement. Grantee shall require its contractors or subcontractors

to name the State, its officers, agents and employees as additional insureds on their liability insurance for activities undertaken pursuant to this Agreement.

- D.21. INDEPENDENT CAPACITY: Grantee, and the agents and employees of the Grantee, in the performance of the Funding Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State.
- D.22. INSPECTION OF BOOKS, RECORDS, AND REPORTS: During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and to make copies of any books, records, or reports of either party pertaining to this Funding Agreement or matters related hereto. Each of the parties hereto shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Funding Agreement. Failure or refusal by Grantee to comply with this provision shall be considered a breach of this Funding Agreement, and State may withhold disbursements to Grantee or take any other action it deems necessary to protect its interests.
- D.23. INSPECTIONS OF PROJECT BY STATE: State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grantee. This right shall extend to any subcontracts, and Grantee shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to its Funding Agreement with State.
- D.24. LABOR CODE COMPLIANCE: The Grantee agrees to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from this Agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. For more information, please refer to DIR's *Public Works Manual* at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. The Grantee affirms that it is aware of the provisions of section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance, and the Grantee affirms that it will comply with such provisions before commencing the performance of the work under this Agreement and will make its contractors and subcontractors aware of this provision.
- D.25. MODIFICATION OF OVERALL WORK PLAN: At the request of the Grantee, the State may at its sole discretion approve non-material changes to the portions of Exhibits A, B, and C that concern the budget and schedule without formally amending this Funding Agreement. Non-material changes with respect to the budget are changes that only result in reallocation of the budget and will not result in an increase in the amount of the State Funding Agreement. Non-material changes with respect to the Project schedule are changes that will not extend the term of this Funding Agreement. Requests for non-material changes to the budget and schedule must be submitted by the Grantee to the State in writing and are not effective unless and until specifically approved by the State's Program Manager in writing.
- D.26. NONDISCRIMINATION: During the performance of this Funding Agreement, Grantee and its contractors or subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital/domestic partner status, gender identity, and denial of medical and family care leave or pregnancy disability leave. Grantee and its contractors or subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and

harassment. Grantee and its contractors or subcontractors shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code, § 12990.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission are incorporated into this Agreement by reference. Grantee and its contractors or subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Funding Agreement.

- D.27. OPINIONS AND DETERMINATIONS: Where the terms of this Funding Agreement provide for action to be based upon, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.
- D.28. PERFORMANCE BOND: Where contractors are used, the Grantee shall not authorize construction to begin until each contractor has furnished a performance bond in favor of the Grantee in the following amounts: faithful performance (100%) of contract value, and labor and materials (100%) of contract value. This requirement shall not apply to any contract for less than \$25,000.00. Any bond issued pursuant to this paragraph must be issued by a California-admitted surety. (Pub. Contract Code, § 7103; Code Civ. Proc., § 995.311.)
- D.29. PRIORITY HIRING CONSIDERATIONS: If this Funding Agreement includes services in excess of \$200,000, the Grantee shall give priority consideration in filling vacancies in positions funded by the Funding Agreement to qualified recipients of aid under Welfare and Institutions Code section 11200 in accordance with Public Contract Code section 10353.
- D.30. PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE PERMISSION: The Grantee shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with Grantee's service of water, without prior permission of State. Grantee shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of Grantee to meet its obligations under this Funding Agreement, without prior written permission of State. State may require that the proceeds from the disposition of any real or personal property be remitted to State.
- D.31. PROJECT ACCESS: The Grantee shall ensure that the State, the Governor of the State, or any authorized representatives of the foregoing, will have safe and suitable access to the Project site at all reasonable times during Project construction and thereafter for the term of this Agreement.
- D.32. REMAINING BALANCE: In the event the Grantee does not submit invoices requesting all of the funds encumbered under this Funding Agreement, any remaining funds revert to the State. The State will notify the Grantee stating that the Project file is closed, and any remaining balance will be disencumbered and unavailable for further use under this Funding Agreement.
- D.33. REMEDIES NOT EXCLUSIVE: The use by either party of any remedy specified herein for the enforcement of this Funding Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- D.34. RETENTION: The State shall withhold ten percent (10%) of the funds requested by the Grantee for reimbursement of Eligible Project Costs until the Project is completed and Final

Report is approved. Any retained amounts due to the Grantee will be promptly disbursed to the Grantee, without interest, upon completion of the Project.

- D.35. RIGHTS IN DATA: Grantee agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act. (Gov. Code, § 6250 et seq.) Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. Grantee shall not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this Paragraph for any public purpose.
- D.36. SEVERABILITY: Should any portion of this Funding Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Funding Agreement shall continue as modified.
- D.37. SUSPENSION OF PAYMENTS: This Funding Agreement may be subject to suspension of payments or termination, or both if the State determines that:
- A. Grantee, its contractors, or subcontractors have made a false certification, or
 - B. Grantee, its contractors, or subcontractors violates the certification by failing to carry out the requirements noted in this Funding Agreement.
- D.38. SUCCESSORS AND ASSIGNS: This Funding Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Funding Agreement or any part thereof, rights hereunder, or interest herein by the Grantee shall be valid unless and until it is approved by State and made subject to such reasonable terms and conditions as State may impose.
- D.39. TERMINATION BY GRANTEE: Subject to State approval which may be reasonably withheld, Grantee may terminate this Agreement and be relieved of contractual obligations. In doing so, Grantee must provide a reason(s) for termination. Grantee must submit all progress reports summarizing accomplishments up until termination date.
- D.40. TERMINATION FOR CAUSE: Subject to the right to cure under Paragraph 11, the State may terminate this Funding Agreement and be relieved of any payments should Grantee fail to perform the requirements of this Funding Agreement at the time and in the manner herein, provided including but not limited to reasons of default under Paragraph 11.
- D.41. TERMINATION WITHOUT CAUSE: The State may terminate this Agreement without cause on 30 days' advance written notice. The Grantee shall be reimbursed for all reasonable expenses incurred up to the date of termination.
- D.42. THIRD PARTY BENEFICIARIES: The parties to this Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or any duty, covenant, obligation or understanding established herein.
- D.43. TIMELINESS: Time is of the essence in this Funding Agreement.
- D.44. TRAVEL: Travel includes the reasonable and necessary costs of transportation, subsistence, and other associated costs incurred by personnel during the term of this Funding Agreement. Any reimbursement for necessary travel and per diem shall be at rates not to exceed those set by the California Department of Human Resources for excluded employees. These rates may

be found at: <http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>.

Reimbursement will be at the State travel and per diem amounts that are current as of the date costs are incurred. No travel outside the State of California shall be reimbursed unless prior written authorization is obtained from the State.

- D.45. **UNION ORGANIZING:** Grantee, by signing this Funding Agreement, hereby acknowledges the applicability of Government Code sections 16645 through 16649 to this Funding Agreement. Furthermore, Grantee, by signing this Funding Agreement, hereby certifies that:
- A. No State funds disbursed by this Funding Agreement will be used to assist, promote, or deter union organizing.
 - B. Grantee shall account for State funds disbursed for a specific expenditure by this Funding Agreement to show those funds were allocated to that expenditure.
 - C. Grantee shall, where State funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.
 - D. If Grantee makes expenditures to assist, promote, or deter union organizing, Grantee will maintain records sufficient to show that no State funds were used for those expenditures and that Grantee shall provide those records to the Attorney General upon request.
- D.46. **VENUE:** The State and the Grantee hereby agree that any action arising out of this Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Agreement.
- D.47. **WAIVER OF RIGHTS:** None of the provisions of this Funding Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties here to that from time to time either party may waive any of its rights under this Funding Agreement unless contrary to law. Any waiver by either party of rights arising in connection with the Funding Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

Exhibit E
GRANTEE'S AUTHORIZING RESOLUTION

RESOLUTION NO. [xxxx]

A RESOLUTION OF THE [GOVERNING BODY] OF THE [AGENCY NAME]
AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION
FOR THE [PROJECT TITLE]

WHEREAS, [Agency Name] proposes to implement [Project Title];

WHEREAS, [Project Title] is being implemented in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies;

WHEREAS, [Agency Name] has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, [Agency Name] intends to apply for grant funding from the California Department of Water Resources for the [Project Title];

THEREFORE, BE IT RESOLVED by the [Governing Body] of the [Agency Name] as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021, as amended (Stats. 2022, ch. 44, § 25), the [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions as necessary or appropriate to obtain grant funding.
2. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION I hereby certify that the foregoing Resolution was duly and regularly adopted by the [Governing Body Name] of the [agency name] at the meeting held on [date], motion by [member name] and seconded by [member name], motion passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

[Printed Name]
[Title], [Governing Body]

Attest:

[Printed Name]
[Secretary/Clerk]

Exhibit F

REPORT FORMATS AND REQUIREMENTS

The following reporting formats should be utilized. Please obtain State approval prior to submitting a report in an alternative format.

1. PROGRESS REPORTS

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information.

PROJECT STATUS

Describe the work performed during the time period covered by the report including but not limited to:

PROJECT INFORMATION

- Legal matters
- Engineering Evaluations
- Environmental matters
- Status of permits, easements, rights-of-way, rights of entry, and approvals as may be required by other State, federal, and/or local agencies
- Major accomplishments during the quarter (i.e., tasks completed, milestones met, meetings held or attended, press releases, etc.)
- Issues/concerns that have, will, or could affect the schedule or budget, with a recommendation on how to correct the matter
- Describe differences between the work performed and the work outlined in the Overall Work Plan, including change orders
- Demonstrate financial ability to pay local cost share of Eligible Project Costs required to complete the Project
- Estimate the percentage completion of the overall project
- Identify key issues that need to be resolved
- Photos documenting progress

COST INFORMATION

- Provide a list showing all project costs incurred during the time period covered by the report by the Grantee and each contractor working on the Project and which of these costs are Eligible Project Costs
- A discussion on how the actual budget is progressing in comparison to the project budget included in the Overall Work Plan
- A list of any changes approved to the budget in accordance with Funding Agreement and a revised budget, by task, if changed from latest budget in the Overall Work Plan
- A discussion of whether there have been any changes to the Grantee's finance plan for payment of the Grantee's share of Eligible Project Costs

SCHEDULE INFORMATION

- A schedule showing actual progress versus planned progress
- A discussion on how the actual schedule is progressing in comparison to the original or last reported schedule
- A list of any changes approved to the Schedule in accordance with Funding Agreement and a revised schedule, by task, if changed from latest reported schedule

2. PROJECT COMPLETION REPORT

Project Completion Reports shall generally use the following format.

EXECUTIVE SUMMARY – Should include a brief summary of project information and include the following items:

- Brief description of work proposed to be done in the original application
- Description of actual work completed and any deviations from the work plan identified in the Funding Agreement

REPORTS AND/OR PRODUCTS – The following items should be provided

- Final Evaluation report
- Electronic copies of any data collected, not previously submitted
- As-built drawings
- Final geodetic survey information
- Self-Certification that the Project meets the stated goal of the funding agreement (e.g. 100-year level of flood protection, HMP standard, PL-84-99, etc.)
- Project photos
- Discussion of problems that occurred during the work and how those problems were resolved
- A final project schedule showing actual progress versus planned progress

COSTS AND DISPOSITION OF FUNDS – A list showing:

- The date each invoice was submitted to State
- The amount of the invoice
- The date the check was received
- The amount of the check (If a check has not been received for the final invoice, then state this in this section.)
- A summary of the payments made by the Grantee for meeting its cost sharing obligations under this Funding Agreement.
- A summary of final funds disbursement including:
 - Labor cost of personnel of agency/ major consultant /sub-consultants. Indicate personnel, hours, rates, type of profession, and reason for consultant, i.e., design, CEQA work, etc.

- Evaluation cost information, shown by material, equipment, labor costs, and any change orders
- Any other incurred cost detail
- A statement verifying separate accounting of funding disbursements
- Summary of project cost including the following items:
 - Accounting of the cost of project expenditure;
 - Include all internal and external costs not previously disclosed; and
 - A discussion of factors that positively or negatively affected the project cost and any deviation from the original project cost estimate.

ADDITIONAL INFORMATION – Any relevant additional Information should be included.

Exhibit G

STATE AUDIT DOCUMENT REQUIREMENTS

The following provides a list of documents typically required by State Auditors and general guidelines for Grantees. List of documents pertains to both State funding and Grantee's Cost Share, if any, and details the documents/records that State Auditors would need to review in the event of this Funding Agreement is audited. Grantees should ensure that such records are maintained for three (3) years after final disbursement pursuant to this Agreement.

State Audit Document Requirements

Internal Controls

1. Organization chart (e.g., Agency's overall organization chart and organization chart for the State funded Program/Project).
2. Written internal procedures and flowcharts for the following:
 - a) Receipts and deposits
 - b) Disbursements
 - c) State reimbursement requests
 - d) Expenditure tracking of State funds
 - e) Guidelines, policy, and procedures on State-funded Program/Project
3. Audit reports of the Agency internal control structure and/or financial statements within the last two years.
4. Prior audit reports on the State funded Program/Project.

State Funding:

1. Original Funding Agreement, any amendment(s), and budget modification documents.
2. A listing of all grants, loans, or subventions received from the State.
3. A listing of all other funding sources for the Program/Project.

Contracts:

1. All subcontractor and consultant contracts and related or partners' documents, if applicable.
2. Contracts between the Agency and member agencies as related to the State-funded Program/Project.

Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Funding Agreement.
2. Documentation linking subcontractor invoices to State reimbursement, requests, and related Funding Agreement budget line items.
3. Reimbursement requests submitted to the State for the Funding Agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips (or bank statements) showing deposits of the payments received from the State.

3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the grants or loans.
4. Bank statements showing the deposit of the receipts.

Accounting Records:

1. Ledgers showing entries for funding receipts and cash disbursements.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to requests for Funding Agreement reimbursement.

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

1. List of all contractors and Agency staff that worked on the State funded Program/Project.
2. Payroll records including timesheets for contractor staff and the Agency personnel who provided services charged to the program

Project Files:

1. All supporting documentation maintained in the project files.
2. All Funding Agreement related correspondence.

Exhibit H

INFORMATION NEEDED FOR ESCROW PROCESSING AND CLOSURE

The Grantee must provide the following documents to the State Project Representative during the escrow process. Property acquisition escrow documents must be submitted within the term of this Funding Agreement and after a qualified appraisal has been approved.

- Name and Address of Title Company Handling the Escrow
- Escrow Number
- Name of Escrow Officer
- Escrow Officer's Phone Number
- Dollar Amount Needed to Close Escrow
- Legal Description of Property Being Acquired
- Assessor's Parcel Number(s) of Property Being Acquired
- Copy of Title Insurance Report
- Entity Taking Title as Named Insured on Title Insurance Policy
- Copy of Escrow Instructions in Draft Form Prior to Recording for Review Purposes
- Copy of Final Escrow Instructions
- Verification that all Encumbrances (Liens, Back Taxes, and Similar Obligations) have been Cleared Prior to Recording the Deed to Transfer Title
- Copy of Deed for Review Purposes Prior to Recording
- Copy of Deed as Recorded in County Recorder's Office
- Copy of Escrow Closure Notice

Exhibit I

APPRAISAL SPECIFICATIONS

For property acquisitions funded this Funding Agreement, the Grantee must submit an appraisal for review and approval by the Department of General Services or DWR's Real Estate Branch prior to reimbursement or depositing State funds into an escrow account. All appraisal reports, regardless of report format, must include all applicable Appraisal Specifications below. Appraisals for a total compensation of \$150,000 or more shall be reported as a Self-Contained Appraisal Report. Appraisals for a total compensation of less than \$150,000 may be reported as a Summary Appraisal Report, which includes all information necessary to arrive at the appraiser's conclusion. Appraisal Specifications 14, 16, 21, 23-25, and 28 shall be narrative analysis regardless of the reporting format.

1. Title page with sufficient identification of appraisal assignment.
2. Letter of transmittal summarizing important assumptions and conclusions, value estimate, date of value and date of report.
3. Table of contents.
4. Assumptions and Limiting Conditions, Extraordinary Assumptions, and Hypothetical Conditions as needed.
5. Description of the scope of work, including the extent of data collection and limitations, if any, in obtaining relevant data.
6. Definition of Fair Market Value, as defined by Code of Civil Procedure, section 1263.320.
7. Photographs of subject property and comparable data, including significant physical features and the interior of structural improvements, if applicable.
8. Copies of Tax Assessor's plat map with the subject marked along with all contiguous assessor's parcels that depict the ownership.
9. A legal description of the subject property, if available.
10. For large, remote or inaccessible parcels, provide aerial photographs or topographical maps depicting the subject boundaries.
11. Three-year subject property history, including sales, listings, leases, options, zoning, applications for permits, or other documents or facts that might indicate or affect use or value.
12. Discussion of any current Agreement of Sale, option, or listing of subject property. This issue required increased diligence since state agencies often utilize non-profit organizations to quickly acquire sensitive-habitat parcels using Option Agreements. However, due to confidentiality clauses, the terms of the Option are often not disclosed to the state. If the appraiser discovers evidence of an Option or the possible existence of an Option, and the terms cannot be disclosed due to a confidentiality clause, then the appraiser is to cease work and contact the client.
13. Regional, area, and neighborhood analyses. This information may be presented in a summary format.
14. Market conditions and trends including identification of the relevant market area, a discussion of supply and demand within the relevant market area, and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area. This information may be presented in a summary format.
15. Discussion of subject land/site characteristics (size, topography, current use, elevations, zoning and land use issues, development entitlements, General Plan designation, utilities, offsite

improvements, access, land features such as levees and creeks, offsite improvements, easements and encumbrances, covenants, conditions and restrictions, flood and earthquake information, toxic hazards, water rights, mineral rights, toxic hazards, taxes and assessments, etc.).

16. Description of subject improvements including all structures, square footage, physical age, type of construction, quality of construction, condition of improvements and/or identification of any permanent plantings. Discussion of construction cost methodology, costs included and excluded, accrued depreciation from all causes, remaining economic life, items of deferred maintenance and cost to cure, and incurable items. Construction cost data must include cost data source, date of estimate or date of publication of cost manual, section and page reference of cost manual, copies of cost estimate if provided from another source, replacement or reproduction cost method used, and supporting calculations including worksheets or spreadsheets.
17. Subject property leasing and operating cost history, including all items of income and expense.
18. Analysis and conclusion of the larger parcel for partial taking appraisals. For partial taking appraisals, Appraisal Specifications generally apply to the larger parcel rather than an ownership where the larger parcel is not the entire ownership.
19. Include a copy of a recent preliminary title report (within the past year) as an appraisal exhibit. Discuss the title exceptions and analyze the effect of title exceptions on fair market value.
20. For appraisals of partial takings or easements, a detailed description of the taking or easement area including surface features and topography, easements, encumbrances or improvements including levees within the subject partial take or easement, and whether the take area is characteristic of the larger parcel. Any characteristics of the taking area, including existing pre-project levees that render the take area different from the larger parcel must be addressed in the valuation.
21. Opinion of highest and best use for the subject property, based on an in depth analysis supporting the concluded use which includes the detail required by the complexity of the analysis. Such support typically requires a discussion of the four criteria of tests utilized to determine the highest and best use of a property. If alternative feasible uses exist, explain and support market, development, cash flow, and risk factors leading to an ultimate highest and best use decision.
22. All approaches to market value applicable to the property type and in the subject market. Explain and support the exclusion of any usual approaches to value.
23. Map(s) showing all comparable properties in relation to the subject property.
24. Photographs and plat maps of comparable properties.
25. In depth discussion of comparable properties, similarities and differences compared to the subject, adjustments to the comparable data, and discussion of the reliability and credibility of the data as it relates to the indicated subject property value. Improved comparable sales which are used to compare to vacant land subject properties must include an allocation between land and improvements, using methodology similar to methodology used in item 16 above to estimate improvement value when possible, with an explanation of the methodology used.
26. Comparable data sheets.
 - a) For sales, include information on grantor/grantee, sale/recordation dates, listed or asking price as of the date of sale, highest and best use, financing, conditions of sale, buyer motivation, sufficient location information (street address, post mile, and/or distance from local landmarks

such as bridges, road intersections, structures, etc.), land/site characteristics, improvements, source of any allocation of sale price between land and improvements, and confirming source.

- b) For listings, also include marketing time from list date to effective date of the appraisal, original list price, changes in list price, broker feedback, if available.
 - c) For leases, include significant information such as lessor/lessee, lease date and term, type of lease, rent and escalation, expenses, size of space leased, tenant improvement allowance, concessions, use restrictions, options, and confirming source. When comparing improved sales to a vacant land subject, the contributory value of the improvements must be segregated from the land value.
27. For appraisals of easements, a before and after analysis of the burden of the easement on the fee, with attention to how the easement affects highest and best use in the after condition. An Easement Valuation Matrix or generalized easement valuation references may be used ONLY as a reference for a secondary basis of value.
 28. For partial taking and easement appraisals, valuation of the remainder in the after condition and analysis and identification of any change in highest and best use or other characteristics in the after condition, to establish severance damages to the remainder in the after condition, and a discussion of special and general benefits, and cost to cure damages or construction contract work.
 29. There are occasions where properties involve water rights, minerals, or salable timber that require separate valuations. If an appraisal assignment includes water rights, minerals, or merchantable timber that requires separate valuation, the valuation of the water rights, minerals, or merchantable timber must be completed by a credentialed subject matter specialist.
 30. For partial taking and easement appraisals, presentation of the valuation in California partial taking acquisition required format.
 31. Implied dedication statement.
 32. Reconciliation and final value estimate. Include analysis and comparison of the comparable sales to the subject, and explain and support conclusions reached.
 33. Discussion of any departures taken in the development of the appraisal.
 34. Signed Certification consistent with the language found in Uniform Standards of Professional Appraisal Practice.
 35. If applicable, in addition to the above, appraisals of telecommunication sites must also provide:
 - a) A discussion of market conditions and trends including identification of the relevant market, a discussion of supply and demand within the relevant market area and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area.
 - b) An analysis of other (ground and vault) leases comparable to subject property. Factors to be discussed in the analysis include the latitude, longitude, type of tower, tower height, number of rack spaces, number of racks occupied, placement of racks, power source and adequacy, back-up power, vault and site improvements description and location on site, other utilities; access, and road maintenance costs.

Exhibit J ADVANCE PAYMENT

Water Code section 13198.4(c) authorizes advanced payment by the State for grantees that demonstrate cash flow issues. A project may receive an advanced payment of twenty-five (25) percent of its grant award; the remaining seventy-five (75) percent of the grant award will be reimbursed in arrears after the advanced funds have been fully expended. Within ninety (90) calendar days of execution of the Grant Agreement, the Grantee may provide the State an Advanced Payment Request. Advanced Payment Requests received ninety-one (91) calendar days after the execution of this Agreement will not be eligible to receive an advanced payment. The Advanced Payment Request shall contain the following:

- A. If the Grantee is requesting the advanced payment, the request(s) shall include:
 1. Descriptive information of each project with an update on project status
 2. Description and documentation of the cash flow issues the Grantee has that requires funds to be advanced
 3. The names of the entities that will receive the funding for each project
 4. A detailed Funding Plan which includes how the advanced payment will be expended (in terms of workplan, budget, and schedule) within the timeframe agreed upon by DWR and the Grantee. The Funding Plan must clearly identify the total budget (at Budget Category Level) for each project clearly showing the portion of advanced payment and reimbursement funds.
 5. Any other information that DWR may deem necessary
- B. Upon review and approval of the Advanced Payment Request, DWR may authorize payment of the requested amount or a lesser amount for those entities that have requested advanced funds. Based on the project's Funding Plan and other considerations, DWR may develop a "Disbursement Schedule," to disburse funds in installments. This Disbursement Schedule may change based on the project's ongoing compliance with the Advanced Payment requirements and the project's cash flow needs.
- C. Once DWR authorizes the Advanced Payment Request, the Grantee shall submit Advanced Payment Invoice(s) for the initial amount based on the "Disbursement Schedule" containing the request for each project requesting advanced funds, to the State with signature and date of the Grantee's Project Representative, as indicated in Paragraph 18, "Project Representative." The Grantee shall be responsible for the timely distribution of the advanced funds. The Advanced Payment Invoice(s) shall be submitted on forms provided by the State and shall meet the following format requirements:
 1. Invoice shall contain the date of the invoice, the time period covered by the invoice, and the total amount due.
 2. Invoice shall be itemized based on the budget categories specified in Exhibit B, "Budget."
 3. The State Project Manager will notify the Grantee, in a timely manner, when, upon review of an Advance Payment Invoice, the State determines that any portion or portions of the costs claimed are not eligible costs. The Grantee may, within thirty (30) calendar days of the date of receipt of such notice, submit additional documentation to cure such deficiency(ies). The Grantee may, within thirty (30) calendar days of the date of receipt of such notice, submit additional documentation to cure such deficiency(ies). If costs are not consistent with the

tasks in Exhibit A, the State will reject the claim and remove them from the Accountability Report.

4. On a quarterly basis, the Grantee will submit an Accountability Report to the State that demonstrates how actual expenditures compare with the scheduled budget. The Accountability Report shall include the following information:
 - i. An itemization of how advanced funds have been spent to-date (Expenditure Report), including documentation that supports the disbursements (e.g., contractor invoices, receipts, personnel hours, etc.). Accountability Reports shall be itemized based on the budget categories (i.e., tasks) specified in Exhibit B.
 - ii. An updated Accountability Report including an updated Funding Plan that depicts how the remaining advanced funds will be expended and the activities and deliverables associated with the advanced funds within the timeframe agreed upon by DWR and the Grantee when the advanced payment request was approved.
 - iii. Documentation that the funds were placed in a non-interest bearing account, including the dates of deposits and withdrawals from that account.
 - iv. Proof of distribution of advanced funds, if applicable.
- D. Once the Grantee has spent all advanced funds in a budget category, then the method of payment will revert to the reimbursement process for that budget category specified in Paragraph 9, "Method of Payment."



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Emergency Management

TIME REQUIRED

SUBJECT CalOES Governing Body Resolution
for purposes of Emergency
Management Performance Grant and
Homeland Security Grant
Administration

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Mono County is a sub-grantee of the State of California for the Homeland Security Grant Program (HSGP) and Emergency Management Performance Grant (EMPG) which is managed by the California Governor's Office of Emergency Services (CalOES). CalOES requires the Board of Supervisors to appoint specific staff to execute for, and on behalf of the County for all actions related to the administration of these grants. The authorization of these specific staff is signified via the Governing Body Resolution (GBR) document which must be approved by the Board of Supervisors. This GBR will cover EMPG and HSGP applications for the next three years. FY2023 grants are listed because they were just released in December 2023.

RECOMMENDED ACTION:

Authorize the Board Chair to sign a Governing Body Resolution for CalOES for the purpose of grant submission and administration.

FISCAL IMPACT:

No immediate fiscal impact is associated with this item, however, the annual award to Mono County between the EMPG and HSGP grant programs is roughly \$210,000 with EMPG requiring 100% match and HSGP requiring no match from County funds.

CONTACT NAME: Chris Mokracek

PHONE/EMAIL: 7609244633 / cmokracek@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Staff Report](#)

[Resolution](#)

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/24/2024 1:17 PM | County Counsel | Yes |
| 1/29/2024 4:39 PM | Finance | Yes |
| 1/30/2024 9:01 AM | County Administrative Office | Yes |



**OFFICE OF EMERGENCY MANAGEMENT
COUNTY OF MONO**

**Chris Mokracek, Director
(760) 924-4633**

Date: February 6, 2024
To: Honorable Board of Supervisors
From: Chris Mokracek, Director of Emergency Management
Subject: CalOES Governing Body Resolution for purposes of Emergency Management Performance Grant and Homeland Security Grant Administration

Recommended Action:

Authorize the Board Chair to sign a Governing Body Resolution for CalOES for the purpose of grant submission and administration.

Discussion:

Mono County is a sub-grantee of the State of California for the Homeland Security Grant Program (HSGP) and Emergency Management Performance Grant (EMPG) which is managed by the California Governor's Office of Emergency Services (CalOES). CalOES requires the Board of Supervisors to appoint specific staff to execute for, and on behalf of the County for all actions related to the administration of these grants. The authorization of these specific staff is signified via the Governing Body Resolution (GBR) document which must be approved by the Board of Supervisors. This GBR will cover EMPG and HSGP applications for the next three years. FY2023 grants are listed because they were just released in December 2023.

Fiscal Impact:

No immediate fiscal impact is associated with this item, however, the annual award to Mono County between the EMPG and HSGP grant programs is roughly \$210,000.

County of Mono
Governing Body Resolution: R24-

BE IT RESOLVED BY THE Board of Supervisors
(Governing Body)

OF THE County of Mono THAT
(Name of Applicant)

County Administrative Officer , OR
(Name or Title of Authorized Agent)

Director of Emergency Management , OR
(Name or Title of Authorized Agent)

Director of Finance
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subawarded through the State of California for the following Grant Awards:

- 2023 Homeland Security Grants Program (HSGP)
- 2023 Emergency Management Performance Grant (EMPG)
- 2024 Homeland Security Grants Program (HSGP)
- 2024 Emergency Management Performance Grant (EMPG)
- 2025 Homeland Security Grants Program (HSGP)
- 2025 Emergency Management Performance Grant (EMPG)

Passed and approved this Sixth day of February , 2024

Certification

I, John Peters , duly appointed and
(Name)

Chair of the Board of Supervisors
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by
the Board of Supervisors of the County of Mono on the
(Governing Body) (Name of Applicant)

Sixth day of February , 2024

Chair, Mono County Board of Supervisors

(Official Position)

(Signature)

February 6, 2024

(Date)

Instruction Sheet for the Governing Body Resolution & Addendum to GBR

Purpose

The purpose of the Governing Body Resolution (GBR) is to appoint individuals to act on behalf of the governing body and the OA.

Note: Self Certifications are not accepted as a valid Governing Body Resolution. You cannot self certify that you are an authorized agent. Another Board member will need to sign the lower portion of the GBR.

Authorized Agent(s)

The Governing Body Resolution allows for the appointment of individuals or positions. **For each person or position appointed by the governing body, you must submit the following information, with the resolution, to Cal OES on the applicant's letterhead:**

- | | |
|---|--|
| <input type="checkbox"/> Name | <input type="checkbox"/> Title |
| <input type="checkbox"/> Jurisdiction | <input type="checkbox"/> E-Mail Address |
| <input type="checkbox"/> Street Address (City & Zip Code) | <input type="checkbox"/> Phone & Fax Numbers |
-

Authorized Agent Changes

- If the Governing Body Resolution identified Authorized Agents by position and/or title, changes can be made by submitting new Authorized Agent information to Cal OES, as indicated above.
- If the Governing Body Resolution identified Authorized Agents by name, a new Resolution is needed when any changes are made. The information list above must also be submitted with the new Resolution.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Health and Human Services

TIME REQUIRED

SUBJECT Department of Health Care Services (DHCS) and California Department of Social Services (CDSS) Privacy and Security Agreements (PSA) Extension

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

The Department of Health Care Services (DHCS) and California Department of Social Services (CDSS) both have Privacy and Security Agreements (PSA) with Mono County Social Services. DHCS and CDSS will be electing to use the available 6-month extension detailed within both of their 2022 PSA agreements with the County to extend the term of the current PSAs through September 2024 which will allow time for review of the PSA renewal. This item is to provide DHCS and CDSS with written acknowledgement of the County's agreement to the 6-month extension.

RECOMMENDED ACTION:

Agree to extend the Privacy and Security Agreements between Mono County and the DHCS and CDSS through September 1, 2024, and authorize Mono County Health and Human Services Director, Kathy Peterson, to execute a document memorializing such extension upon its issuance.

FISCAL IMPACT:

None.

CONTACT NAME: Cathy Young, Supervising Staff Services Analyst

PHONE/EMAIL: 760-924-1780 / cyoung@mono.ca.gov

SEND COPIES TO:

kpeterson@mono.ca.gov and cyoung@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| <input type="checkbox"/> Staff Report - PSA Extension |
| <input type="checkbox"/> Attachment 1 - Current Extension Amendment |

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/24/2024 3:01 PM | County Counsel | Yes |
| 1/29/2024 3:22 PM | Finance | Yes |
| 1/30/2024 9:04 AM | County Administrative Office | Yes |



Health and Human Services Department

Public Health Division, PO Box 3329, Mammoth Lakes, CA 93546 | PO Box 476, Bridgeport, CA 93517
Social Services Division, PO Box 2969, Mammoth Lakes, CA 93546

To: Mono County Board of Supervisors
From: Cathy Young, Supervising Staff Services Analyst
Date: February 6, 2024
Re: CDSS Privacy and Security (PSA) Extension Amendment

RECOMMENDED ACTION

Approve Amendment of the Privacy and Security Agreement between California Department of Social Services (CDSS), California Department of Health Care Services and Mono County for extension of the termination date through September 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first, and authorize Director of Social Services to sign the Amendment.

FISCAL IMPACT

There is no fiscal impact to this action.

BACKGROUND

The California Department Social Services (CDSS) and are currently drafting a new Medi-Cal Privacy and Security Agreement (PSA) for all Counties. That draft is still undergoing negotiation and finalization between the County Welfare Directors Association and other state level departments.

The Mono Board of Supervisors provided an extension to the Agreement, as requested, in July 2022. Given the need for continued time to complete the review and negotiation process, CDSS is now asking to modify parts of the existing Agreement. This would extend the term of the current PSA through September 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first. This will allow time for the remaining steps in the renewal process while minimizing impacts to County Departments and allowing ongoing data transmissions of PII.

This item requests Board authorization for the Social Services Director to sign the Amendment to the CDSS Security Agreement to allow for an extension.

Please don't hesitate to contact me if you have any questions.



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
 744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



KIM JOHNSON
 DIRECTOR

GAVIN NEWSOM
 GOVERNOR

May 17, 2023

Mono County Department of Social Services
 PO Box 2969
 Mammoth Lakes, CA 93546

SUBJECT: MOU-19-6078 A1

Dear Contractor:

Please complete the following checked item(s) and return to my attention at:

GRANTMOUINTAKE@dss.ca.gov

Attn: Breanna Chan

Please note in the enclosed Agreement that the General Terms and Conditions are available upon request. If you do not have Internet capabilities, please call me for a hard copy of the document

- Std. 213 with attached Exhibits. **Print and sign two copies of the Std. 213.** Please use blue ink if available.
- Std. CCC, Contractor Certification Clauses. It is available on the above referenced Internet site. Please sign and return page one. Failure to do so will prohibit the State of California from doing business with your company. CDSS will be keeping the signed Std. CCC on file for three (3) years.
- A copy of your **insurance certification**, in accordance with Exhibit E, which includes the State of California, its officers, agents, and employees as additionally insured.
- Resolution from the Board of Supervisors (or appropriate governing body) authorizing the designated official to enter into and sign this Agreement.
- The CDSS will request the form be signed and submitted during execution of new, renewal or amendment agreements.
- Std. 204, Payee Data Record. No payment can be made unless this form is completed and returned.
- Voluntary Statistical Data Reporting Form. The completion of this form is strictly voluntary.
- The enclosed Agreement is signed on behalf of CDSS and is being returned to you for further processing. Once completed, send to CDSS Contracts and Purchasing Bureau at the above address.
- The enclosed fully executed Agreement is for your records.**

This Agreement cannot be considered binding on either party until approved by appropriate authorized State agencies. No services should be provided prior to approval, as the State is not obligated to make any payments on any agreement prior to final approval. Expedient handling of this Agreement is appreciated. *No alteration of these documents will be accepted without prior State approval.* If you need further information, please call me at (916) 651-3507.

Breanna Chan

Breanna Chan, Contracts Analyst
 Contracts and Purchasing Bureau

Enclosure(s)



C O U N T Y O F M O N O

KATHRYN PETERSON, MPH
Director

BRIDGEPORT OFFICE
(760) 932-5600
FAX (760) 932-5287

MAMMOTH LAKES OFFICE
(760) 924-1770
FAX (760) 924-5431



May 11, 2023

Department of Social Services
Information Security & Privacy Office - PSA
744 P Street, MS 9-10-59
Sacramento, CA 95814

Subject: Amendment Required for 2019 Privacy and Security Agreement

Mono County is submitting two wet signature copies of the PSA Amendment to CDSS to modify the 2019 agreement to extend the agreement until March 1, 2024.

Mono County Counsel and Risk Management have reviewed this Amendment and this was presented to the Board of Supervisors on May 9, 2023 for approval and authorization for the Director of Social Services, Kathy Peterson, to sign this Amendment.

Please let us know if you require any more information.

Sincerely,

Cathy Young
Supervising Staff Services Analyst
Mono County Department of Social Services
PO Box 2969, 1290 Tavern Road
Mammoth Lakes, CA 93546
Ph 760/924-1780

**AMENDMENT TO THE
PRIVACY AND SECURITY AGREEMENT (Agreement)
BETWEEN**

the California Department of Social Services (CDSS) and the
County of Mono _____,
Department/Agency of Social Services _____;
parties to the Agreement #19-26, effective on September 1, 2019.

This Amendment entered into by between the
County of Mono _____,
Department/Agency of Social Services _____,
(County Department) and CDSS, extends the termination date of the Agreement to
allow ongoing transmissions of PII while the renewal of the Agreement is negotiated and
finalized between CDSS and the County Departments/Agencies.

AGREEMENTS

CDSS and County Department/Agency mutually agree to modify the following parts of
the Agreement as set forth below:

XVIII. TERMINATION

- A. This Agreement shall terminate on either March 1, 2024 or upon execution of a
successor Agreement, whichever occurs sooner. The parties can agree in writing
to extend the term of the Agreement. County Department/Agency requests for an
extension shall be approved by CDSS and limited to no more than a six (6)
month extension.

- B. **Survival:** All provisions of this Agreement that provide restrictions on disclosures
of PII and that provide administrative, technical, and physical safeguards for the
PII in the County Department/Agency's possession shall continue in effect
beyond the termination or expiration of this Agreement, and shall continue until
the PII is destroyed or returned to CDSS.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue
in full force and effect in accordance with its terms. If there is conflict between this
amendment and the Agreement, the terms of this amendment will prevail.

SIGNATORIES

The signatories below warrant and represent that they have the competent authority on behalf of their respective agencies to enter into the obligations set forth in this Agreement.

The authorized officials whose signature appears below have committed their respective agencies to the terms of the Agreement.

For the County of Mono

Department/Agency of Social Services

K Peterson
(Signature)

5/9/23
(Date)

Kathryn Peterson
(Name)

Social Services Director
(Title)

Stacey Simpson
Stacey Simpson (Apr 24, 2023 12:36 PDT)

Mono County Counsel

J. Hines

Mono County Risk Management

For the California Department of Social Services,

Sharon Hoshiyama
(Signature)

5/12/2023
(Date)

Sharon Hoshiyama
(Name)

Section Chief, Contracts Bureau
(Title)

**BOARD OF SUPERVISORS
COUNTY OF MONO
P.O. BOX 715, BRIDGEPORT, CA 93517**

*Scheereen Dedman
Clerk of the Board*

*Queenie Barnard
Assistant Clerk of the Board*

**REGULAR MEETING of
May 9, 2023**

**MINUTE ORDER
M23-093
Agenda Item #5c.**

TO: Social Services

**SUBJECT: Privacy and Security Agreement Amendment with
California Department of Social Services**

Approved Amendment of the Privacy and Security Agreement between California Department of Social Services and Mono County for extension of the termination date through March 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first, and authorized Director of Social Services to sign the amendment.

Peters moved; Salcido seconded

Vote: 5 Yes, 0 No

M23-093



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Health and Human Services

TIME REQUIRED

SUBJECT Resolution Authorizing Amendment of the Mono County Allocation List for the Health and Human Services Department

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed resolution amending the County of Mono list of allocated positions to eliminate one Fiscal Technical Specialist IV and add one Community Health Outreach Specialist in the Health and Human Services Department for the purposes of better meeting the business needs of the department.

RECOMMENDED ACTION:

Adopt proposed 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 Technical Specialist IV and add one Community Health Outreach Specialist in the Health and Human Services Department.

FISCAL IMPACT:

None.

CONTACT NAME: Kathy Peterson or Steph Butters

PHONE/EMAIL: 7609241763 / kpeterson@mono.ca.gov

SEND COPIES TO:

Kathy Peterson, Steph Butters, Cathy Young

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[staff report](#)

[Resolution](#)

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/30/2024 3:00 PM | County Counsel | Yes |
| 2/1/2024 3:08 PM | Finance | Yes |
| 2/1/2024 3:43 PM | County Administrative Office | Yes |



MONO COUNTY HEALTH AND HUMAN SERVICES

Public Health and Social Services

P.O. BOX 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 924-1831
P.O. BOX 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

DATE: February 6, 2024
TO: Mono County Board of Supervisors
FROM: Kathryn Peterson, Health and Human Services Director
SUBJECT: Proposed resolution authorizing the CAO to amend the list of allocated positions to eliminate one Fiscal Technical Specialist IV and add one Community Health Outreach Specialist in the Health and Human Services Department.

The Health and Human Services Department is requesting Board of Supervisors approval to change the allocation list to delete one Fiscal Technical Specialist IV position which is no longer needed due to business process changes, and to add one Community Health Outreach Specialist to better serve the department needs with outreach under various grant funded public health programs.

The FTS IV position we wish to delete from the allocation list will not have an impact on current staff within the department as this position is currently vacant.

For questions, please do not hesitate to contact me at 760-924-1763 or kpeterston@mono.ca.gov.



R24-__

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 DELETE ONE (1) FISCAL TECHNICAL SPECIALIST IV POSITION AND ADD ONE (1) COMMUNITY HEALTH OUTREACH SPECIALIST POSITION IN THE HEALTH AND HUMAN SERVICES DEPARTMENT

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.

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

Delete the allocation of one (1) full-time permanent Fiscal Technical Specialist IV (new total: four) (salary range \$59,361 - \$72,154 per month).

Add the allocation of one (1) full-time permanent Community Health Outreach Specialist (new total: three) (salary range \$59,361 - \$72,154 per month).

//
//
//
//
//
//
//

1 **PASSED, APPROVED** and **ADOPTED** this 6th day of February 2024, by the following vote,
2 to wit:

3 **AYES:**

4 **NOES:**

5 **ABSENT:**

6 **ABSTAIN:**

7
8 /
9 //
10 ///
11 ////

12 _____
13 John Peters, Chair
14 Mono County Board of Supervisors

15 **ATTEST:**

APPROVED AS TO FORM:

16
17
18 _____
19 Clerk of the Board

18 _____
19 County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Public Works

TIME REQUIRED

SUBJECT Adopt the Capital Improvement Program (CIP)

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Review 2023 Capital Improvement Plan (CIP).

RECOMMENDED ACTION:

Adopt the 2023 Capital Improvement Plan.

FISCAL IMPACT:

The CIP affects numerous future budgets. As funding becomes available, the County Administrative Officer will recommend inclusion of project appropriations in future year operating budgets.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 17607090427 / proten@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| <input type="checkbox"/> Staff Report |
| <input type="checkbox"/> CIP lead doc |
| <input type="checkbox"/> CIP Appendix A |
| <input type="checkbox"/> CIP Appendix B |
| <input type="checkbox"/> CIP Appendix C |
| <input type="checkbox"/> CIP Appendix D |
| <input type="checkbox"/> CIP Appendix E |

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/24/2024 2:19 PM | County Counsel | Yes |
| 1/29/2024 2:51 PM | Finance | Yes |
| 1/30/2024 8:58 AM | County Administrative Office | Yes |



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

Date: February 6, 2024
To: Honorable Chair and Members of the Board of Supervisors
From: Paul Roten, Director of Public Works
Re: Capital Improvement Plan

History:

The Mono County Capital Improvement Plan (CIP), provides a general overview of the financing, location, and timing for capital improvement projects over several years. A capital improvement plan typically consists of one or more capital improvement projects, which are financed through a capital budget. The capital budget is funded through numerous grant programs and the general fund.

In the workshop on November 7, 2023, we provided an overview of the CIP, and took guidance from the Board.

After preliminary approval, Mono County took the CIP to the Planning Commission on November 16, 2023. The CIP was preliminarily confirmed to conform with the Mono County General Plan with the requirement of 60 days in public view before being considered fully confirmed. The 60 days was completed in January of 2024.

Discussion:

At this meeting, we are asking the Board to approve the Capital Improvement Plan.

The CIP does not include recurring costs for maintenance and operations, or other planned or unplanned repairs normally covered in the County's budget on an annual basis. Ongoing costs for routine maintenance and budgeted maintenance reserves, depreciation, etc. are included in various Department's operating budgets.

If you have questions regarding this item please contact Paul Roten at 760-709-0427, or proten@mono.ca.gov

Respectfully submitted,

Paul Roten, Public Works Director



**Mono County
Capital Improvement Plan
2023**

**Mono County
Capital Improvement Plan
Table of Contents**

1. Introduction..... 1
2. Project Categories..... 2
3. Development of Capital Improvement Plan 3
4. Project Completion Highlights, from recent years 4
5. Funding Sources..... 5
6. 5 Year CIP 6

Attachments

Appendix A

Appendix A1..... Department Abbreviations
Appendix A2..... Department CIP Table (non Public Works)
Appendix A3..... Public Works CIP Table

Appendix BNew Projects / Narratives

Appendix B1 Department Projects (non Public Works)
Appendix B2 Public Works General
Appendix B3 Public Works Streets and Roads
Appendix B4 Public Works Facilities

Appendix C Completed Projects

Appendix D..... Project Worksheet Form and Instructions

Appendix E Capital Improvement Plan Policy (draft, not yet adopted)

1. Introduction

This Capital Improvement Plan has been developed to provide direction for Mono County Staff, such that their work is guided by the Board, and their constituents in conformance with the General Plan.

The 5-year Capital Improvement Plan (CIP) for Mono County is the community's plan for short and mid-range development, maintenance, improvement and acquisition of infrastructure assets to benefit the County's residents, businesses, property owners and visitors. The CIP provides a linkage between the County's General Plan, various master planning documents and the annual budget to more effectively plan, prioritize, schedule and implement capital and projects over the next 5-year period.

The Capital Improvement Plan is vital to our County. It is a plan for physical improvements to public facilities and infrastructure, throughout Mono County. The underlying motive behind these programs is to improve safety, mobility, and lifestyles of residents and visitors. Such projects will have a positive effect on the local economy and include short-range and long-range capital acquisition and development plans and projects. Projects included in the CIP are major non-recurring projects, have a long service life, and will be underway (or are planned, but are unfunded) during the 5-year cycle beginning with this fiscal year. CIP expenditures are considered beyond the scope of normal annual operating or maintenance expenses.

This CIP is proposed to be reviewed annually and revised as necessary based on current circumstances and opportunities in consideration of historic requirements and expenditures for capital projects. While the 5-Year Plan does not appropriate funds, it serves as a planning and budget tool to identify needed capital projects,

estimate capital requirements, and coordinate financing and timing. It identifies projects for annual funding, focuses resources in program areas, and supports planning recommendations. It also identifies project impacts on future operating budgets, including additional staffing, maintenance, and other recurring operational expenditures that require ongoing funding and must be considered in the planning and approval of projects.

The plan is dynamic in nature and changes year to year as priorities, needs and funding change. The CIP is a guide for the consideration, selection and development of; roads, sewers, water systems, bike lanes, sidewalks, MUP's, parking, parks, airports, offices and other types of facilities necessary to provide communities with services. The projects include significant maintenance and replacement of existing infrastructure and facilities and construction of new facilities and infrastructure.

Ultimately, the CIP is focused on achieving the following goals:

- Develop a consistent annual process to coordinate the planning and development of infrastructure and facilities.
- Enhance coordination and communication among County departments and other entities involved in the development of capital projects.
- Increase the alignment between infrastructure and facilities projects and adopted land use plans and policies.
- Provide an opportunity for the Board of Supervisors to align the CIP with Strategic Priorities
- Increase opportunities to identify and align funding sources necessary for the development of improvements.
- Increase awareness of planned capital projects to the public and community partners.

2. Project Categories

The CIP and associated documents have been divided into the following categories to help organize and prioritize projects.

PUBLIC WORKS DIVISIONS

PW-AP - Public Works / Airport. Mono County owns and operates two airports. “Bryant Field Airport” in located in Bridgeport and “Lee Vining Airport”

PW-FE – Public Works / Fleet and Equipment– Mono County owns about 250 vehicles. Approximately half of them are used by Public Works

PW-GF – Public Works / General Facilities. The category includes the 99 County owned vertical structures. This includes 5 municipal corporation yards, the Civic Center, the Courthouse in Bridgeport, the Bridgeport Jail, 5 community centers, etc.

PW-PR – Public Works / Parks, Recreation and Land. Mono County also has numerous parks around the county with facilities like tennis courts, horseshoe pits, picnic tables, etc. The category includes the campground located at Lundy Lake, undeveloped Mono County Land and Conway and xx. Cemetery work is also included in this category.

PW-SD – Public Works / Storm Drain Projects (SD). This category includes all drainage related facilities within the Mono County, including storm drains, culverts, inlets, and basins. It also includes any flood related projects.

PW-SOAR – Public Works / Sustainable Outdoors and Recreation. Mono County Sustainable Outdoors and Recreation – This category supports activites in the eastern sierra to maintain sustainability of our environment. This category will also work toward shared uses and facilities.

PW-SS – Public Works / Streetscape. Includes streets, street side landscaping, furniture, banners and decorations, and wayfinding signage.

PW-ST – Public Works / Streets County Right of Way ROW, Streets and Signage (SS). This category includes capital improvements within the 632 miles of public right-of-way in the County. The improvements may include reconstruction of roadways, bridges, new traffic signals or streetlights, and new curb and gutter. This category also includes any ancillary work that may occur in state owned ROW.

PW-SW – Public Works / Solid Waste. Mono County owns and operates the Pumice Valley Landfill and Transfer station, the Walker Landfill and transfer station

along with 4 transfer stations located at Bridgeport, Benton, Chalfant, and Paradise.

GENERAL MONO COUNTY DEPARTMENTS

AC – Auditor Controller – includes operational software for mono county financial management.

AS – Animal Services – includes buildings and operations to manage shelter animals.

BH – Behavioral Health

CH - Community Housing. Includes capital projects that advance the County’s housing goals, including Affordable Housing and Other Community Housing Opportunities

EO - Elections Office. Includes elections equipment and operations.

EMS – Emergency Medical Services. – Includes equipment and facilities for EMS to provide services, such as ambulances and

IT - Information technologies and Systems. – This category all operations equipment required by the IT department.

PB - PROBATION. Mono County Probation. This includes necessary purchases and large projects required by the Probation department.

SO – Sheriff’s Office. Mono County owns the Sheriff’s Office and the Bridgeport Jail. Regular maintenance and improvements are the responsibility Mono County. This category includes the New Adult Detention Facility being built in Bridgeport with management by the Public Works Department. The maintenance of the SO fleet is managed under Fleet and Equipment.

SS – Social Services. Includes child services and First Five.

3. Development of the Capital Improvement Plan

The CIP process will be regularly refined to ensure realistic project planning that support the priorities of the County. Consistent with prior years, projects were reviewed as the previous cycle ended. The Public Works Department worked with County Departments to develop a list of new and current projects, obtain estimates, and determine potential impacts to the operating budget for the next five years. The list of projects is based on approved planning documents such as the General Plan and direction from the Board of Supervisors and input from Staff. The procedures for developing the 5-year CIP aim to enhance the County's forecasting, project evaluation and community engagement processes by creating a resource "toolbox" to be used throughout the decision-making process. It is not intended to limit the County's ability to adjust its programs, services and planned projects as unexpected needs, funding opportunities, or impacts arise. Upon approval of the CIP by the Board of Supervisors the document should be aligned with the budget as CIP priorities should be reflected in budget decisions.

General CIP Acceptance Process

- New project identification / Update current/future CIP project details.
- Draft CIP – Align recommendations with strategic planning, Mono County needs, the General Plan and available resources.
- Provided staff recommended CIP to the Board of Supervisors, solicit input and make edits.
- Take CIP to the Planning Commission to review for conformance to the General Plan.
- The Mono County Board of Supervisors accepts CIP, Staff makes budget adjustments as directed.
- Review CIP as needed, to allow for allocation of funds to support projects for the following year, adjust project scopes and budgets as required.

| 4. Project | Completion | Highlights | (from | Prior | Years) |
|---|--|---|--|-------|--------|
| Bridgeport Courthouse (2023) | Restoration and painting of the Courthouse exterior to its original White color with Black and Red trim, along with the two onsite buildings. | June Lake Traffic Calming (2022) | Installation of Visual traffic calming devices, Speed Limit Signs and Feedback signs in the community of the June Lake Village. | | |
| Bridgeport Banner (2023) | Banner across Highway 395 to inform visitors and travellers of what is happening in Bridgeport | Convict Lake Road Pavement Preservation (2022) | Slurry project including restriping and signage | | |
| Benton Crossing and Northshore Drive Emergency Repair (2023) | An Exigency project to patch up Benton Crossing to be able to handle the 23/24 winter storms. | Mono County Public Works Standards (2022) | Update and Development of standards for Public Works, to replace the previous standards dated 1982. | | |
| Civic Center Drainage Upgrade (2023) | Installation of gutter along north side of building to collect and direct drainage. | Closing of the Benton Crossing Landfill (2022) | This process includes expansion of services at the Pumice Valley Landfill and Transfer Station | | |
| Long Valley Streets (2022) | Road rehabilitation of Substation Road and select roads in Crowley Lake, Sunny Slopes, and Swall Meadows. The project rehabilitated 5 miles of county-maintained roads and the Lakeridge Ranch Zone of Benefit roads in Crowley Lake | Rock Creek Road Drainage Repair (2021) | Repair of a pavement deformity on Rock Creek Road caused by spring runoff. | | |
| Rock Creek Road Pavement Preservation (2022) | Slurry project, including restriping, and signage. | Airport Road Rehab (2021) | Road rehabilitation and addition of paved bike lanes on Airport Road (1.3 miles) and Hot Creek Hatchery Road (0.3 miles) providing direct access to Mammoth-Yosemite Airport from Highway 395. | | |

5. Funding Sources

| | |
|------------------------------------|------|
| Active Transportation Program | ATP |
| California Disaster Assistance Act | CDA |
| Certificates of Participation | COPs |
| County Fine Fund | CFF |
| Community Corrections Partnership | CCP |
| Federal Lands Access Program | FLAP |
| General Fund | GF |
| Highway Bridge Program | HBP |
| Highway Infrastructure Program | HIP |
| Highway Safety Improvement Program | HSIP |
| Jail Revenue Bonds | JRB |

| | |
|--|---------|
| Mono County Local Transportation Commission Overall Work Program | LTC OWP |
| Motor Pool | MP |
| Regional Surface Transportation Program | RSTP |
| Researching for Funding Sources | RFFS |
| Road Maintenance and Rehabilitation Account (part of SB 1) | RMRA |
| State Revenue Bonds for Jail Construction | SB 844 |
| State Transportation Improvement Program | STIP |
| Systemic Safety Analysis Report Program | SSARP |
| The Road Repair and Accountability Act (see RMRA) | SB 1 |
| Zone of Benefit | ZOB |

6. 5 Year CIP

The CIP outlook is intended to be a planning tool to assist in budget projections and decisions and to aid in the allocation of resources needed to meet Mono County's strategic goals. Assessment of the CIP Outlook allows the Mono County to annually monitor and evaluate funding availability while taking into account new needs that are of priority. The CIP outlook provides the Board of Supervisors, key stakeholders, and the public with information prior to the budget meetings to facilitate an informed discussion during the development of the FY CIP Budget. One of the goals of the CIP outlook is to take a closer look at the funding gaps and identify any opportunities to appropriate discretionary funds. The budget outlook takes a closer look at the funding sources of each project, identifying the known source of funding for each project along with any deficiencies. This will be valuable when evaluating any budget surplus identified during the third quarter budget adjustment and appropriating funds to projects



**Mono County
CIP
APPENDIX A**



**Mono County
CIP Abbreviations
APPENDIX A1**

Mono County - Capital Improvement Plan

NEW PROJECTS

MONO COUNTY CIP (NON PUBLIC WORKS)

| | |
|----------------------------------|-----|
| AUDITOR CONTROLLER | AC |
| BEHAVIOURAL HEALTH..... | BH |
| COMMUNITY HOUSING..... | CH |
| EMERGENCY MEDICAL SERVICES | EMS |
| ELECTIONS OFFICE..... | EO |
| INFORMATION TECHNOLOGIES | IT |
| PROBATION | PB |
| SHERIFF'S OFFICE | SO |
| SOCIAL SERVICES..... | SS |

PUBLIC WORKS CIP PROJECTS

| | |
|---|---------|
| AIRPORTS | PW-AP |
| FLEET..... | PW-FL |
| GENERAL FACILITIES | PW-GF |
| PARKS, RECREATION AND LANDS..... | PW-PR |
| ROADS | PW-RD |
| STREETS..... | PW-ST |
| SUSTAINABLE OUTDOORS AND RECREATION | PW-SOAR |
| SOLID WASTE | PW-SW |



**Mono County
CIP
APPENDIX A2**



**Mono County
CIP
APPENDIX A3**

Table A - Mono County - PUBLIC WORKS - CIP - (in thousands)

| | CIP Number | Description | Priority | Funding source | TOTAL Investment | Current FY2023-24 and Earlier | FY2024-25 | FY2025-26 | FY2026-27 | FY2027-28 | FY2028-29 | FUTURE plans |
|------------------------------------|------------|-------------------------------|--|----------------|------------------|-------------------------------|-----------------|------------------|-----------------|-----------------|------------------|--------------|
| AP Total: | | | | | \$ 200 | \$ - | \$ - | \$ 200 | \$ - | \$ - | | |
| PW/ AP - Airport | PW-AP | 22 06 | LV Pavement preservation BP Pavement Preservation | AIP | \$ 100 | | | \$ 100 | | | | |
| | | | | AIP | \$ 100 | | | \$ 100 | | | | |
| | | | | | | | | | | | | |
| FE Total: | | | | | \$ 26,700 | \$ 1,175 | \$ 2,350 | \$ 1,800 | \$ 1,800 | \$ 1,800 | \$ 17,775 | |
| PW/FE - Fleet and Equipment | PW-FE | 23 1 | Backhoes x 2 (250k) | | \$ 500 | | | | | | | \$ 500 |
| | PW-FE | 23 2 | Compactor x 1 (750k) | | \$ 1,500 | | \$ 750 | | | | | \$ 750 |
| | PW-FE | 23 3 | Dump Trucks x 10 (250k) | | \$ 5,000 | | | \$ 250 | \$ 500 | \$ 500 | | \$ 3,750 |
| | PW-FE | 23 4 | Graders x 11 (375k) | | \$ 7,500 | \$ 375 | \$ 375 | \$ 750 | \$ 375 | \$ 750 | | \$ 4,875 |
| | PW-FE | 23 5 | Loaders x 11 (375k) | | \$ 7,500 | \$ 375 | \$ 750 | \$ 375 | \$ 750 | \$ 375 | | \$ 4,875 |
| | PW-FE | 23 6 | Service Trucks x 2 (250k) | | \$ 1,000 | \$ 250 | \$ 250 | | | | | \$ 500 |
| | PW-FE | 23 7 | Skid Steers x 2 (200k) | | \$ 600 | | | \$ 200 | | | | \$ 400 |
| | PW-FE | 23 8 | Snow Blowers x 5 (250k) | | \$ 1,700 | | \$ 225 | \$ 225 | | | | \$ 1,250 |
| | PW-FE | 23 9 | Water Trucks x 5 (175k) | | \$ 1,400 | \$ 175 | | | \$ 175 | \$ 175 | | \$ 875 |
| GF Total: | | | | | \$ 36,300 | \$ 1,440 | \$ 8,670 | \$ 20,480 | \$ 5,430 | \$ 180 | | |
| PW/GF - General Facilities | PW-GF | 17 01 | Bridgeport Jail | BSCC | \$ 25,000 | | \$ 3,000 | \$ 20,000 | \$ 2,000 | | | |
| | | | | Loan | \$ 7,000 | \$ 1,000 | \$ 5,000 | | \$ 1,000 | | | |
| | | | | GF | \$ 2,000 | | | | \$ 2,000 | | | |
| | PW-GF | 22 1 | ANX I and II carpet | GF | \$ 140 | | \$ 140 | | | | | |
| | PW-GF | 22 2 | ANX 2 HVAC Replacement | GF | \$ 160 | \$ 160 | | | | | | |
| | PW-GF | 22 12 | Deferred facility maintenance | GF | \$ 600 | \$ 100 | \$ 100 | \$ 100 | \$ 100 | \$ 100 | | \$ 100 |
| | PW-GF | 22 13 | EV Charging Stations | FED ev | \$ 750 | | \$ 250 | \$ 250 | \$ 250 | | | |
| | PW-GF | 22 17 | Paint Schedule County Facilities by priority | Fac-3140 | \$ 400 | \$ 80 | \$ 80 | \$ 80 | \$ 80 | \$ 80 | | |
| PW-GF | 23 34 | Bridgeport Campus Master Plan | GF | \$ 250 | \$ 100 | \$ 100 | \$ 50 | | | | | |

Table A - Mono County - PUBLIC WORKS - CIP - (in thousands)

| | | CIP Number | Description | Priority | Funding source | TOTAL Investment | Current FY2023-24 and Earlier | FY2024-25 | FY2025-26 | FY2026-27 | FY2027-28 | FY2028-29 | FUTURE plans | |
|------------------------|-------|---|--|----------|----------------|------------------|-------------------------------|-----------------|-----------------|-----------------|------------------|-----------|--------------|-----------|
| | | ST Total: | | | | \$ 72,591 | \$ 6,700 | \$ 7,552 | \$ 5,289 | \$ 5,000 | \$ 18,350 | | | |
| PW/ST - STREETS | PW-ST | 22 1 | Antelope Valley Streets | | STIP | \$ 1,900 | | | | | | | \$ 1,900 | |
| | | | | | RMRA | \$ 100 | | | | | | | \$ 100 | |
| | PW-ST | 22 3 | Benton Crossing Rehab Phase 1 (120 -7 miles east) | | STIP | \$ 5,079 | | | \$ 2,579 | \$ 2,500 | | | | |
| | PW-ST | 22 | | | RMRA | \$ 110 | \$ 100 | \$ 10 | | | | | | |
| | PW-ST | 22 4 | Benton Crossing Rehab Phase 2 (Waterson -7.5 miles east) | | STIP | \$ 5,000 | | | | | \$ 5,000 | | | |
| | PW-ST | 22 | | | RMRA | \$ 110 | | | \$ 60 | \$ 50 | | | | |
| | PW-ST | 22 5 | Benton Crossing Phase 2 &3 Maint (Pit to Waterson) | | RMRA | \$ 4,129 | \$ 700 | \$ 3,429 | | | | | | |
| | | | | | RMRA | \$ 1,450 | | \$ 150 | \$ 300 | | | | \$ 1,000 | |
| | | 22 8 | Bridges (bundle) Replacement - Cunningham, Larson, Crowley Lake Dr | | BIP | \$ 15,800 | | | | | | | | \$ 15,800 |
| | PW-ST | | Bridge Maintenance Program | | RMRA | \$ 200 | | \$ 100 | \$ 100 | | | | | |
| | PW-ST | 22 11 | Systemic Safety Curve Signage | | HSIP | \$ 250 | \$ 250 | | | | | | | |
| | PW-ST | 22 12 | Right Edgeline Striping | | HSIP | \$ 275 | \$ 175 | \$ 100 | | | | | | |
| | PW-ST | 22 13 | Guardrails Replacement | | HSIP | \$ 1,975 | \$ 975 | | | \$ 1,000 | | | | |
| | | | | | STIP | \$ 3,748 | \$ 350 | \$ 3,398 | | | | | | |
| | PW-ST | 22 16 | Eastside Lane Rehabilitation Phase 2 | | RMRA | \$ 100 | \$ 100 | | | | | | | |
| | PW-ST | 23 2 | Aspen Springs Ranch Road Rehabilitation | | RMRA | \$ 800 | \$ 800 | | | | | | | |
| | PW-ST | 23 15 | Annual ZOB Project | | ZOB | \$ 700 | | \$ 100 | \$ 500 | \$ 100 | | | | |
| | PW-ST | 23 21 | Annual Pavement Preservation projects | | RMRA | \$ 3,500 | \$ 400 | | \$ 1,000 | \$ 1,100 | \$ 1,000 | | | |
| | PW-ST | 23 22 | Pinenut Road | | RMRA | \$ 800 | \$ 800 | | | | | | | |
| | PW-ST | 23 28 | Rock Creek Road (lower part A) | | STIP | \$ 6,000 | | | | | | | | \$ 6,000 |
| PW-ST | 22 29 | Saddlebag Lake Road FLAP | | FLAP | \$ 12,100 | | | | | | \$ 12,100 | | | |
| PW-ST | 23 30 | Secondary/Fire access to Mono City Improvements | | | \$ 150 | | | | | | | | \$ 150 | |
| PW-ST | 23 31 | Secondary/Fire access to Swall Meadows | | RFFS | \$ 250 | | | | | | | | \$ 250 | |
| PW-ST | 23 32 | 2023 Storm damage repaving | | FEMA | \$ 1,300 | \$ 1,300 | | | | | | | | |
| PW-ST | 23 33 | Northshore Drive Rehabilitation | | STIP | \$ 4,500 | | | | | | | \$ 4,500 | | |



**Mono County
CIP
PROJECTS
APPENDIX B**



**Mono County
CIP
County Departments (non
PUBLIC WORKS)
APPENDIX B1**



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| Project No | Department | Map / Picture |
| Project Name | | |
| Description | | |

(Dollars in thousands)

| | Funding Source | Total | Thru FY 2022/23 | FY 2022/23 | FY2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | After FY 2026/27 |
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| (see Notes for checked items) | |
| Board Direction required | Is Project funded |
| CSA/RPAC/Planning support | CEQA/Environmental triggered |
| Are there project risks | Will project add continued costs |
| Contracts required | Are permits required |



**Mono County
CIP
PUBLIC WORKS FACILITIES
APPENDIX B2**



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| (see Notes for checked items) | |
| Board Direction required | Is Project funded |
| CSA/RPAC/Planning support | CEQA/Environmental triggered |
| Are there project risks | Will project add continued costs |
| Contracts required | Are permits required |



Mono County - Capital Improvement Plan

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| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |



Mono County - Capital Improvement Plan

Project No

Department / Division

Project Name

Justification

Description



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 |
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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |



Mono County - Capital Improvement Plan

CIP Number

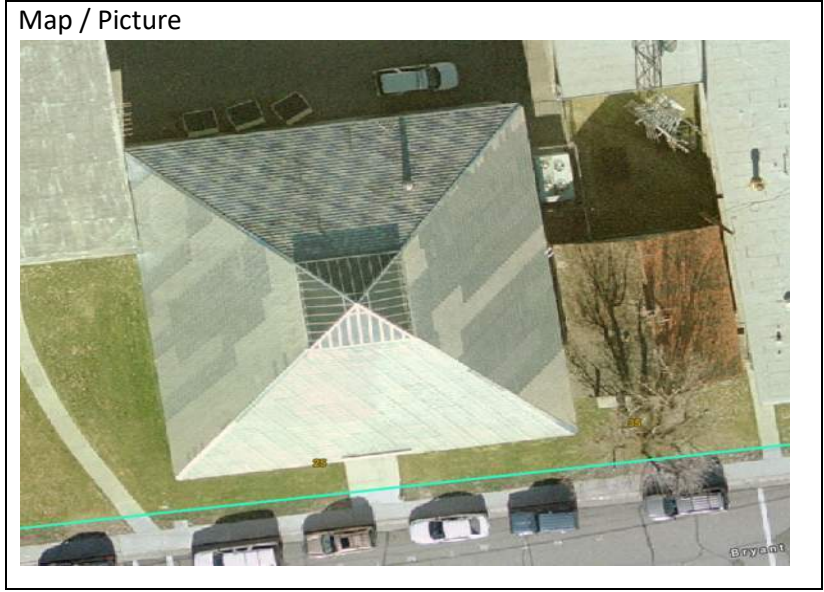
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Description



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 |
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| Board Direction required | Is Project funded |
| CSA/RPAC/Planning support | CEQA/Environmental triggered |
| Are there project risks | Will project add continued costs |
| Contracts required | Are permits required |



Mono County - Capital Improvement Plan

CIP Number

Project No

Department / Division

Project Name

Justification

Description



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 |
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| <input type="checkbox"/> | Contracts required | <input type="checkbox"/> | Are permits required |



Mono County - Capital Improvement Plan

CIP Number

Project No

Department / Division

Project Name

Justification

Description



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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| <input type="checkbox"/> | Are there project risks | <input type="checkbox"/> | Will project add continued costs |
| <input type="checkbox"/> | Contracts required | <input type="checkbox"/> | Are permits required |



Mono County - Capital Improvement Plan

CIP Number

Project No

Department / Division

Project Name

Justification

Description

Map / Picture



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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Mono County - Capital Improvement Plan

CIP Number

Project No

Department / Division

Project Name

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Description

Map / Picture



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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Mono County - Capital Improvement Plan

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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 | |
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| <input type="checkbox"/> | Board Direction required | <input type="checkbox"/> | Is Project funded |
| <input type="checkbox"/> | CSA/RPAC/Planning support | <input type="checkbox"/> | CEQA/Environmental triggered |
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| <input type="checkbox"/> | Contracts required | <input type="checkbox"/> | Are permits required |



**Mono County
CIP
PUBLIC WORKS FACILITIES
APPENDIX B3**

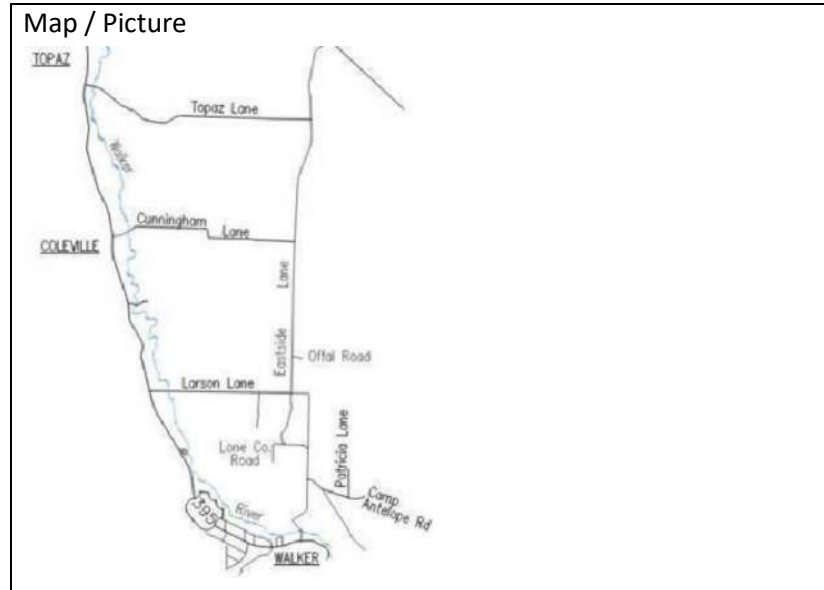


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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |

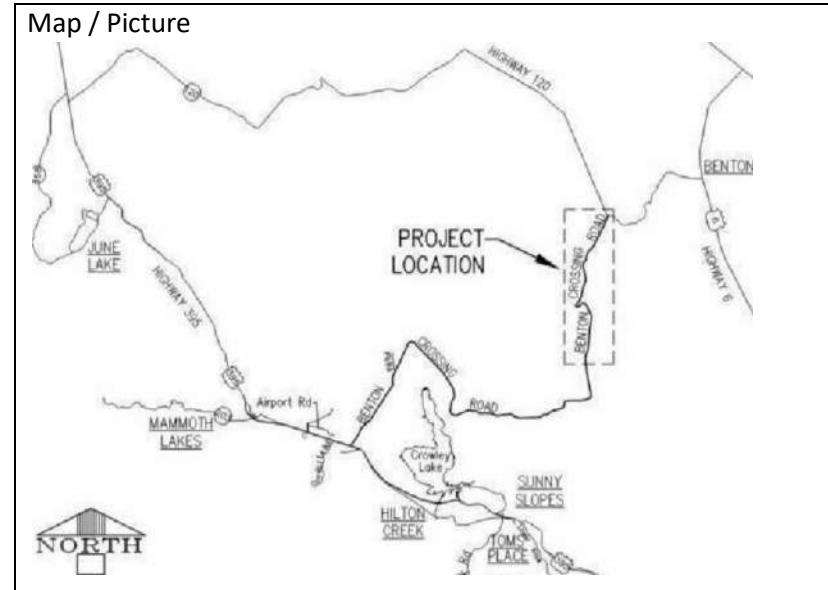


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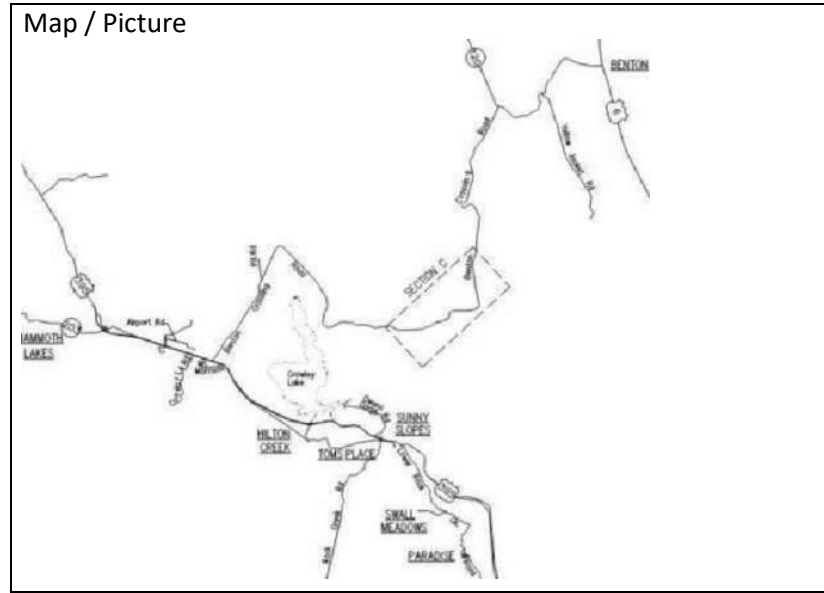
| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2022/23 | FY 2023/24 | FY 2024/25 | FY 2025/26 | FY 2026/27 | After FY 2026/27 |
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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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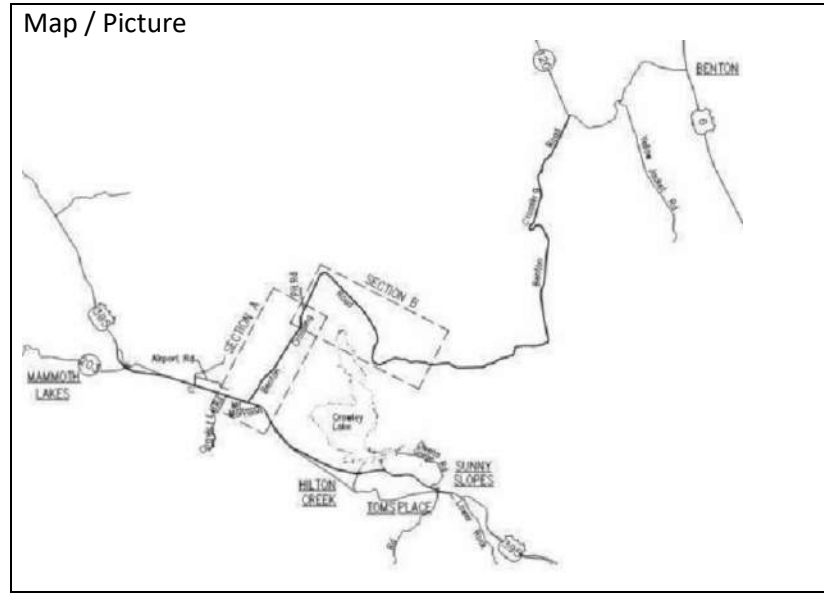
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| | Board Direction required | Is Project funded |
| | CSA/RPAC/Planning support | CEQA/Environmental triggered |
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| | Board Direction required | Is Project funded |
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Map / Picture



(Dollars in thousands)

| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2022/23 | FY2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | After FY 2026/27 |
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| Contracts required | Are permits required |

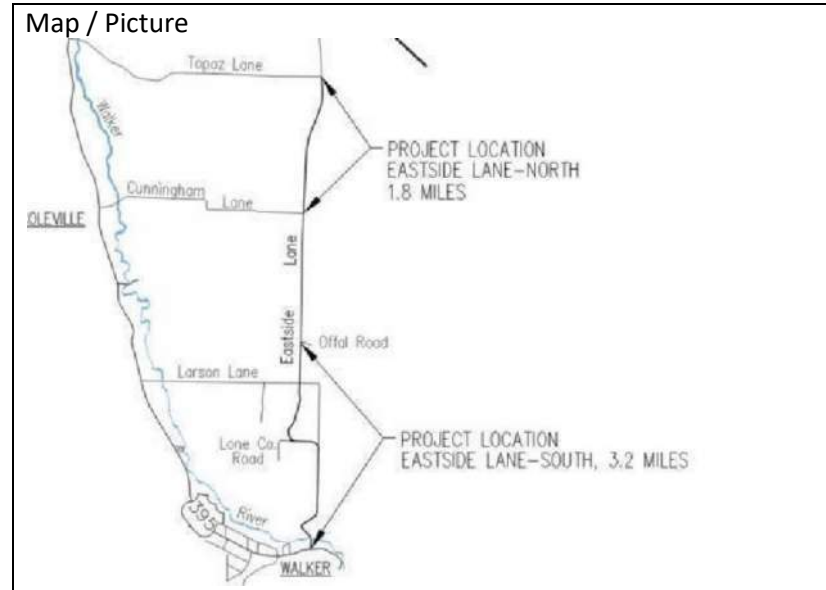


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| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2022/23 | FY2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | After FY 2026/27 | |
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| <input type="checkbox"/> Board Direction required | <input type="checkbox"/> Is Project funded |
| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |

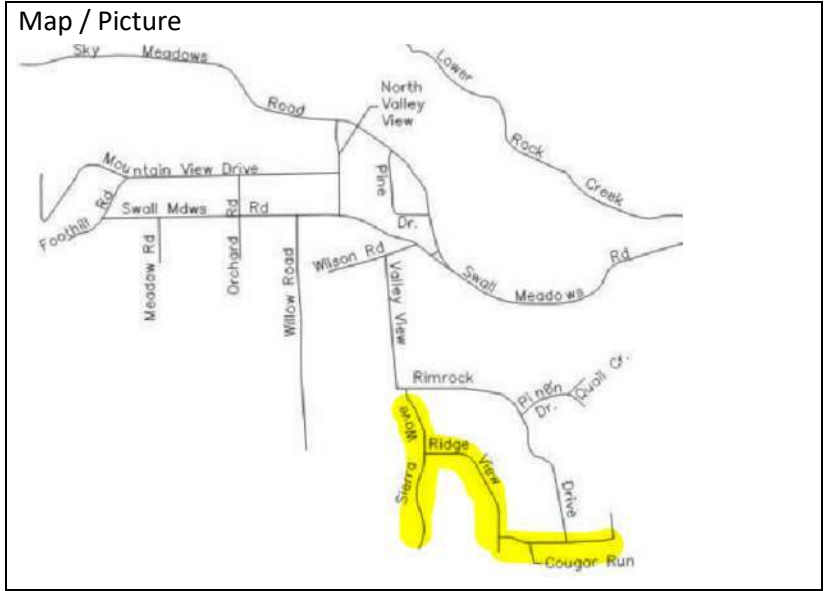


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| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
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Map / Picture



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| Contracts required | Are permits required |



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| Are there project risks | Will project add continued costs |
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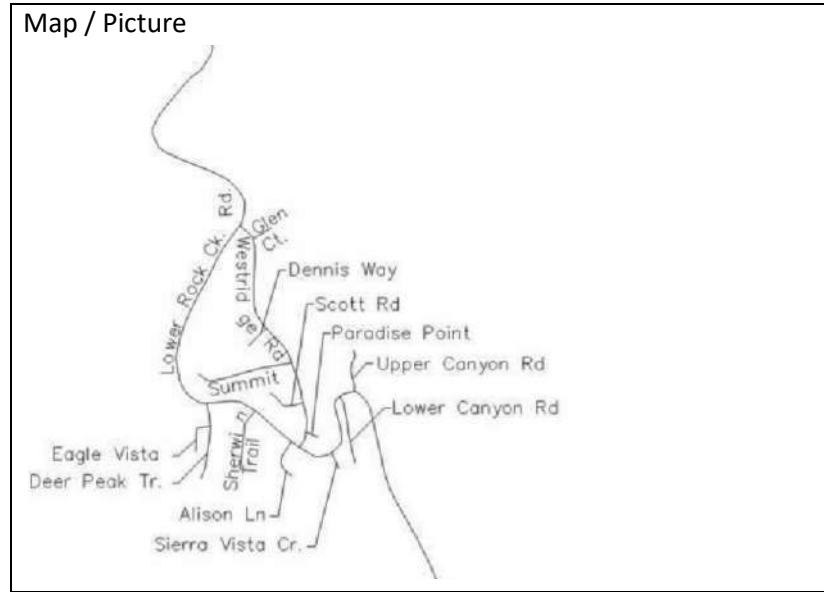


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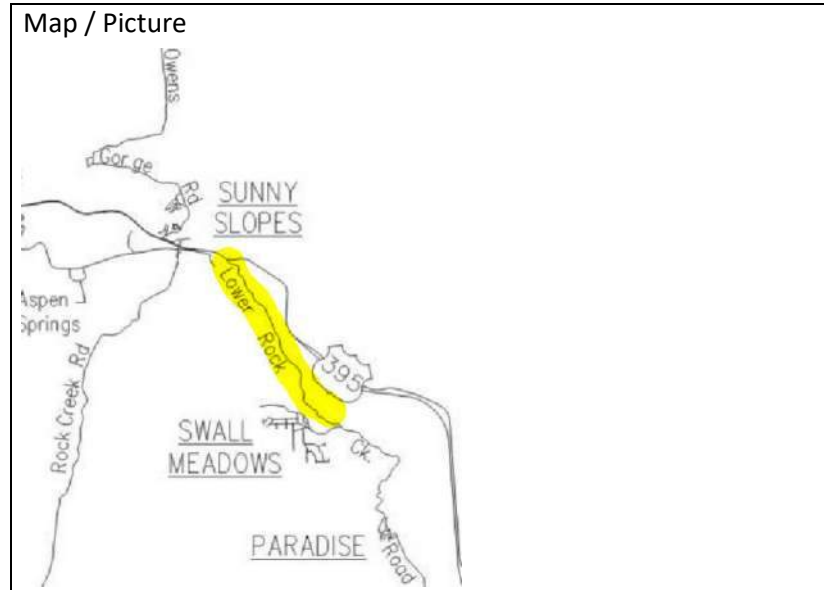


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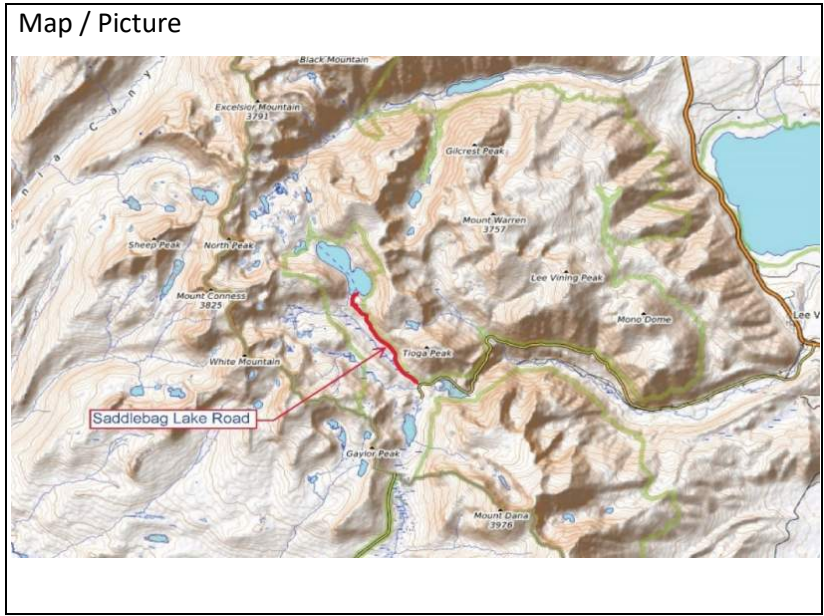
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| (see Notes for checked items) | |
| <input type="checkbox"/> Board Direction required | <input type="checkbox"/> Is Project funded |
| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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| CSA/JPAC/Planning support | CEQA/Environmental triggered |
| Are there project risks | Will project add continued costs |
| Contracts required | Are permits required |



Mono County - Capital Improvement Plan

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| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
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Mono County - Capital Improvement Plan - 2022/2023

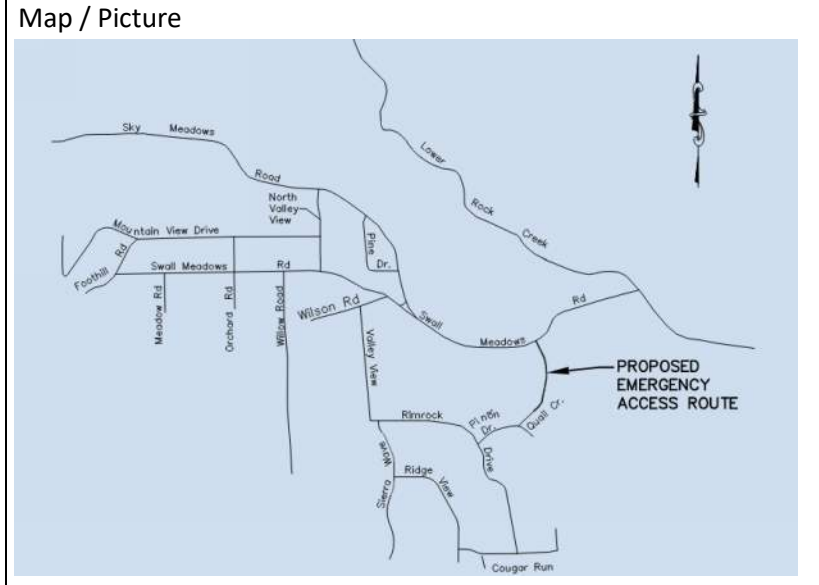
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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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Mono County - Capital Improvement Plan

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Mono County - Capital Improvement Plan

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| Board Direction required | Is Project funded |
| CSA/RPAC/Planning support | CEQA/Environmental triggered |
| Are there project risks | Will project add continued costs |
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**Mono County
CIP
APPENDIX C**



Mono County - Capital Improvement Plan

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| CSA/RPAC/Planning support | CEQA/Environmental triggered |
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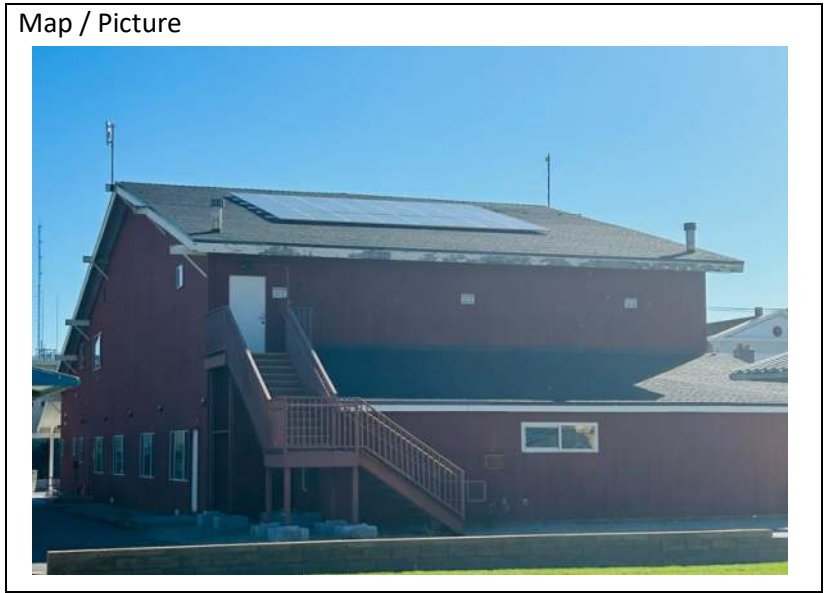
Mono County - Capital Improvement Plan

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Mono County - Capital Improvement Plan

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Map / Picture



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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
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Mono County - Capital Improvement Plan

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Map / Picture



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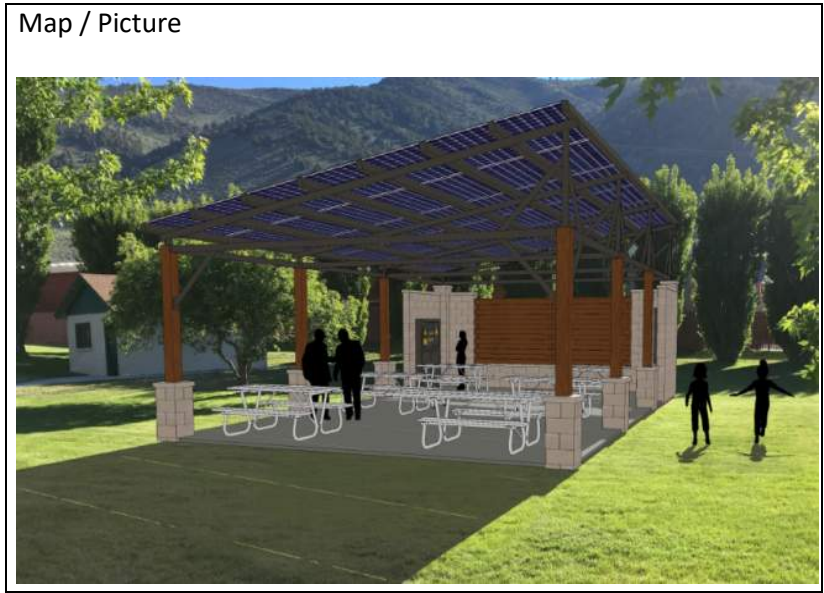
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| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
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Mono County - Capital Improvement Plan

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| Board Direction required | Is Project funded |
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Mono County - Capital Improvement Plan

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Mono County - Capital Improvement Plan

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| <input type="checkbox"/> CSA/RPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |



**Mono County
CIP
APPENDIX D**



Mono County - Capital Improvement Plan

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| Project No | Department / Division | Map / Picture |
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| Schedule | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 |
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| <input type="checkbox"/> CSA/JPAC/Planning support | <input type="checkbox"/> CEQA/Environmental triggered |
| <input type="checkbox"/> Are there project risks | <input type="checkbox"/> Will project add continued costs |
| <input type="checkbox"/> Contracts required | <input type="checkbox"/> Are permits required |



Mono County - Capital Improvement Plan - 2022/2023

Instructions

Project No
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Departn enter your department and
any division information,
and/or main contact here

Map / Picture

Provide a map, maps, or
pictures here. This is not
intended to be a complete
map, and to support inclusion
in the CIP, please limit to this
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If no maps or picture
available, please just note
that, with where the project
is located

Project Name Provide a suggested Project
Name here

Justification Provide a brief justification
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Description Provide a brief description
here, include enough details
to describe project but limit
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| | Funding Source | Total | Thru FY 2022/23 | FY 2023/24 | FY2024/25 | FY2025/26 | FY2026/27 | FY2027/28 | After FY 2027/28 |
|--------------------------------------|--|-------|--------------------|------------|-----------|-----------|-----------|-----------|---------------------|
| s c h e d u l e | Provide as much information as you have about funding and estimated work years here, if no funding yet available, please note approximate amounts in "after FY 2026/27, or in Notes. in that case, please also note what funding sources may become available under Notes. | | | | | | | | |
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| | | | | | | | | | |

Notes

If you have any further notes,
this is the right place for
them

(see Notes for checked items)

| | |
|---|------------------------|
| <input type="checkbox"/> Board Directic | unded |
| <input type="checkbox"/> CSA/RPAC/Pla | ironmental triggered |
| <input type="checkbox"/> Are there proj | :t add continued costs |
| <input type="checkbox"/> Contracts required | Are permits required |

**Check appropriate boxes, and
provide notes about them to
the left**



**Mono County
CIP
APPENDIX E**

Draft Capital Improvement Plan (CIP) Policy

In accordance with the Budget & Financial Policy there will be an annual CIP workshop with the Mono County Board to consider and prioritize projects for the following year. After the Board workshop the CIP will be taken to the Planning Agency to ensure compliance with the Mono County General Plan and then returned to the Mono County Board of Supervisors for approval. This CIP will prioritize projects and contributions from the General Fund, as well as grants and state/federal allocations for the improvement of county infrastructure and facilities.

This policy provides the framework for development of a 5-year plan and includes the following elements:

1. Project identification/location – What are the project details and location
2. Timing - When over the course of the next five years could the project be implemented
3. Funding - What funding is available and strategies to close funding gap
4. Scope - What should be included
5. Participants - Who is involved and the timing of involvement.
6. Prioritization - Guidelines for scoring projects for integration in budget cycle

A capital improvement plan (CIP) is a multi -year plan that describes the capital and /or significant maintenance projects Mono County is in need of and intends to undertake in the next five years. These projects include: acquisition or construction of facilities, infrastructure, information technology and major capital assets. The Capital Improvement Plan forecasts spending and identifies the associated funding sources essential to paying for these projects, both of which are essential to the Mono County budget. The five key elements of the Capital Improvement Plan are described below:

Project Identification

- Annually there will be a call out from Public Works to County Departments for the submission of any new CIP project worksheets to be included in the annual CIP workshop in November and an update to previously submitted project already including in the CIP.
- A CIP project worksheet needs to be filled out completely and include as much information as possible. The Project description should include a reference to the project scope and clearly identify the major tasks involved in the project.
- Project costs should be as accurate as possible at the time of the estimate and the information available. This portion will be updated annually as target dates become closer.

- Estimates should incorporate the following: Architect, engineering fees, permitting, any other development fees, legal fees, site acquisition, site development, construction, and site improvements such as grading, draining or landscaping.
- The project narrative should include a statement about why the project is necessary and a statement describing the impact to the annual operating budget and any increase or decrease in the recurring costs to operate the project once it is completed and placed in service.

TIMING

- The annual CIP covers at a minimum the next five years.
- The CIP is updated annually with a Board Workshop in November. The annual update is made to reflect the completion of projects, changing priorities and funding availability.
- The CIP should be adopted three months prior to the County' s next annual operating budget cycle.

FUNDING

- Analysis of project cost and funding sources should be conducted for all proposed projects on the CIP. This analysis will be updated annually, and funding gaps identified in both the short and long term.
- Strategies can be identified to close the funding gap and may include altering a project' s scope, adjusting the timing or breaking a larger project into smaller phases.
- Availability of funding for a specific project can impact its priority.

SCOPE

- Only projects meeting a public purpose and strategic plan objective should be proposed.
- In General, the Capital Improvement Plan is limited to projects which the County owns or intends to own and the County has an obligation to maintain, but exceptions are made for collaborative community projects.

PARTICIPANTS

- Projects proposed for inclusion in the CIP should be initiated by departments, Board Members or as directed by the County Board of Supervisors.
- Project requests are submitted and updated annually to Public Works for inclusion in the annual Mono County Board workshop.
- Public Works will compile the CIP into a table for 5-year planning.

- The County Planning Commission shall annually review the capital improvement program for consistency with the general plan before adoption by the Board of Supervisors.
- The County should provide meaningful opportunities for public comments concerning the final CIP schedule prior to adoption by the Board of Supervisors.
- The Board of Supervisors will adopt by affirmative vote the CIP Schedule in advance of the County' s next annual operating budget cycle.

PRIORITIZATION

- Projects will be prioritized on a scale ranging from 1 to 5 with 1 being the highest priority and 5 being the lowest priority by the Board of Supervisors annually.
- The prioritization of the CIP projects will inform the budgeting process and will take place at the annual Board of Supervisors workshop in advance of the normal operating budgeting cycle.
- Prioritization may be based upon the following criteria:
 1. Departmental justification rationale
 2. Overall amount of funding available and the time frame that funding is available for the project
 3. Operational impacts of the proposed project
 4. Projects identified in the County' s General Plan Importance of public safety, health and welfare and the relative risks mitigated by completion of the project
 5. Significant benefit to the public good and economic welfare of the community
 6. Client service or capacity enhancements
 7. Level of risk of obsolescent should the County not proceed with implementation of the project



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT Adopt 2024-25 Federal Legislative
Platform

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

In 2022, Mono County engaged the services of The Ferguson Group (TFG), to support County efforts concerning Federal funding and policy. With TFG's assistance, Mono County adopted the 2023/24 Platform on January 18, 2023, and was allocated \$3,000,000 for radio system improvements in the FY2023 Omnibus Appropriations Bill. Members of the Board of Supervisors will attend the National Association of Counties' Legislative Conference taking place in Washington from February 10-13, 2024. The 2024 Federal Platform will continue to guide Mono County's Federal legislative and agency advocacy efforts throughout the 118th Congress.

RECOMMENDED ACTION:

Staff recommends that the Board: 1) Receive the Federal Platform as proposed; and 2) adopt the Platform as the basis for Board and staff advocacy during the 118th Congress, subject to future revision.

FISCAL IMPACT:

None.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

Hon. Laphonza Butler, United States Senate

Hon. Alex Padilla, United States Senate

Hon. Kevin Kiley, United States House of Representatives

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Staff Report](#)

[2024 Legislative Platform](#)

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/22/2024 4:14 PM | County Counsel | Yes |
| 1/29/2024 3:26 PM | Finance | Yes |
| 1/30/2024 8:57 AM | County Administrative Office | Yes |



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP
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Kathryn Peterson

INFORMATION TECHNOLOGY
Mike Martinez

PROBATION
Karin Humiston

PUBLIC WORKS
Paul Roten

To: Board of Supervisors

From: Sandra Moberly, County Administrative Officer

Date: February 6, 2024

Re: 2024-25 Legislative Platform

Discussion

In 2022, Mono County engaged the services of The Ferguson Group (TFG), to support County efforts concerning Federal funding and policy. With TFG's assistance, Mono County adopted the 23/34 Platform on January 18, 2023, and was allocated \$3,000,000 for radio system improvements in the FY2023 Omnibus Appropriations Bill.

TFG has reviewed the 23/24 Platform and has provided recommendations for two changes to the Platform based on the changing needs of the County:

1. Add the following recommendation to the Housing Diversity priority: *Support legislation that reduces the burden on local communities in the administration of affordable housing programs.*
2. Add the following recommendation to the Management of Public Lands priority: *Support funding for improvements to regional US Forest Service facilities.*

The suggested language has been incorporated into the draft 2024 Federal Platform for consideration by the Board. The 2024 Federal Platform will continue to guide Mono County's Federal legislative and agency advocacy efforts throughout the 118th Congress and will help members of the Board as they advocate for Mono County at the National Association of Counties Legislative Conference taking place in Washington DC from February 10-13, 2024.

MONO COUNTY, CA 2024 FEDERAL PLATFORM AND PRIORITIES

APPROVED BY BOARD OF SUPERVISORS
FEBRUARY 6, 2024



MONO COUNTY, CA

2024 FEDERAL PLATFORM AND PRIORITIES

About the County

Mono County, California is a rural county situated between the crest of the Sierra Nevada Mountains and the California/Nevada border. The County boasts just over 2 million acres of pine, juniper, and aspen groves, hundreds of lakes, alpine meadows, streams and rivers, and sage covered high desert, most of which is contained in the Inyo and Humboldt-Toiyabe National Forests, as well as the John Muir and Ansel Adams Wilderness areas. Indeed, Mono County offers vast scenic and recreational resources, and has unsurpassed access to wilderness and outdoor recreation and adventure.

Mono County has several small towns and charming villages, each with their own scenic beauty, year-round recreational opportunities, natural and historical attractions, and unique characteristics. The County seat is located in Bridgeport and the largest, and only incorporated city in the county, is the Town of Mammoth Lakes. Supporting a population of 13,195 as of the 2020 census, the County's primary economic industries are tourism and recreation.

Mono County's Federal Priorities

Mono County's Federal Platform is based on five general areas focused on protecting the natural beauty of our land, promoting our local and regional economy, and supporting our communities and residents. Our goals are focused on:

- Housing
- Forest Management
- Infrastructure
- Recreation, Tourism, and Local Economy
- Public Safety
- Community Support



Mono County Courthouse
Bridgeport, CA

MONO COUNTY, CA BOARD OF SUPERVISORS



From left to right: Supervisor Salcido, Supervisor Gardner, Supervisor Kreitz, Supervisor Duggan, and Supervisor Peters



Supervisor Jennifer Kreitz, Chair Pro Tem
District One



Supervisor Rhonda Duggan, Chair
District 2



Supervisor Bob Gardner
District 3



Supervisor John Peters, Vice Chair
District 4

3



Supervisor Linda Salcido
District 5



HOUSING

Safe and Affordable Housing was determined to be Mono County's highest-ranked priority during the public input process of Strategic Plan development. That Priority found expression in Mono County's 2022-24 Strategic Plan as the objective Address Shortage of Affordable Housing. The Board of Supervisors is strongly committed to improving safe workforce housing opportunities in all areas of Mono County.

Housing Diversity

- o Support initiatives and programs that provide additional housing opportunities and encourage diversity of housing availability in the County.
- o Support legislation that reduces the burden on local communities in the administration of affordable housing programs.

Homelessness

- o Support programs and funding that help communities accurately identify all homeless or at-risk individuals.
- o Support initiatives and policies that appreciate and account for the unique circumstances of rural homelessness issues, in particular in communities with tourism and recreational based economies.

Federal Agency Coordination

- o Support initiatives and policies that provide for additional support to rural communities from federal agencies with jurisdiction over housing and development programs including the U.S. Housing and Urban Development and the U.S. Department of Agriculture.



FOREST MANAGEMENT

Mono County's Mission Statement expresses the County's determination to protect its unique rural environment. The County recognizes that maintaining a quality of life beyond compare, for its residents and visitors, requires a balance among access, use, and protection of our forest resources and public lands.

Management of Public Lands

- o Support measures to sustain our federal lands including those managed by the U S Forest Service, Bureau of Land Management, and the National Park Service.
- o Support funding for federal lands management agencies and programs.
- o Support funding for improvements to regional U S Forest Service facilities.

Forest Protection and Resiliency

- o Support initiatives and policies that promote wild fire resiliency, mitigation, and protection.
- o Support legislation and funding for comprehensive wild fire prevention and forest health programs on public lands.
- o Support legislation and programs that help forest communities address recreation management, water quality, and forest management issues.



INFRASTRUCTURE

Reliable and resilient infrastructure is a cornerstone to Mono County's mission of supporting our communities and growing our local and regional economy. To this end, the County prioritizes investment in the improvement and modernization of our transportation, water, and communications infrastructure in a strategic manner.

Airports

- Support programs and funding that enhance operations, infrastructure maintenance, and facility development at the County's airports.
- Support programs and funding that promote and expand the use of the County's airports for military assistance and emergency services.

Wastewater Infrastructure

- Support programs and funding that provide for the improvement and development of wastewater treatment infrastructure to the County's communities, businesses, residents, and visitors.

Drinking Water Infrastructure

- Support programs and funding that provide for reliable and clean drinking water for the County's communities, businesses, residents, and visitors.
- Support programs and funding that provide for water conservation and water supply resiliency activities and projects.

Transportation Infrastructure

- Support programs and funding for local road and regional transportation projects throughout the County, including planning and project readiness activities, that support community needs and promote public safety.
- Support programs and funding for streetscape infrastructure, beautification projects, and parking access that promote business development and economic growth.
- Support programs and funding that provide transportation and transit access to federal lands and recreational opportunities.
- Support programs and funding for the installation and deployment of electric vehicle infrastructure.



PUBLIC SAFETY

Ensuring the safety and security of our residents and visitors is one of the top priorities for Mono County. However, the diverse terrain of our lands and the remote nature of our communities can present challenges for our public safety, fire response, and emergency service personnel. The County's goal is to facilitate cross-jurisdictional activities deployed through innovative programs to best serve our public and best support our first responders.

Public Safety and Emergency Services

- Support programs and funding for public safety and emergency service activities including search and rescue activities and 911 dispatch operations.
- Support programs and funding for public safety and emergency service communications infrastructure, vehicles, ambulances, and equipment.
- Support programs and funding for public safety and emergency service facilities including a for the county jail and emergency service stations.
- Support initiatives and policies that promote coordination of public safety and emergency service activities with federal land management agencies.

Disaster Preparedness

- Support programs and funding for projects that support emergency and disaster preparedness, response, and management.
- Support initiatives and policies that provide for mass care and sheltering activities during disasters, evacuations, or emergency events.

Fire Protection

- Support programs and funding for fire protection activities and equipment including fire stations and access to water supply.
- Support programs and funding for fire fighting personnel training, safety, and staffing.

Cybersecurity

- Support programs and funding that provide for cybersecurity and redundancy

equipment and infrastructure.



RECREATION, TOURISM, AND LOCAL ECONOMY

Ninety-four percent of the land in Mono County is publicly owned, with the majority of the land under the jurisdiction of the U.S. Bureau of Land Management, and the U.S. Forest Service. Mono County strives to provide economic development solutions that not only support existing businesses and industries, but also address the lack of flexibility and development potential due to land restrictions.

Economic Development Planning

- o Support funding and programs that support comprehensive economic development strategies and planning.
- o Support initiatives and policies that provide for employee recruitment and training activities.

Recreation on Federal Lands

- o Support initiatives and policies that help maintain and promote recreational visitation of the region's National Parks, including Yosemite National Park.
- o Support initiatives and policies that strengthen recreational opportunities on public lands, including those under the jurisdiction of the U.S. Forest Service and the U.S. Bureau of Land Management.
- o Support initiatives and policies that help protect and strengthen native and hatched fish populations.

Local Businesses

- o Support initiatives and policies that provide assistance to local businesses reliant on the recreational and tourism industries, including promoting off-season business development alternatives.
- o Support programs and funding that support the development of childcare facilities, training, and staffing for business owners and employees.
- o Support initiatives and policies that strengthen small business and entrepreneur opportunities and ventures.
- o Support programs and funding that provide communication infrastructure, including broadband and cellular services, to rural communities and businesses.



COMMUNITY SUPPORT

Monocounty's vision statement is, "Outstanding community services; Quality of life beyond compare." This objective is evident in the County's programmatic and financial dedication to human and physical infrastructure, including outreach to all areas of a sprawling, rural county home to all demographic and economic strata.

Health and Well Being

- o Support programs and funding that expand access to emergency services, community health clinics, and hospitals, including through the use of innovative services such as mobile vans and transportation programs.
- o Support programs and funding that provide access to and build awareness of substance abuse, mental health, and other behavioral health issues.

Community and Public Facilities

- o Support programs and funding for the construction of and programming for community facilities such as museums, libraries, community centers, and animal shelters.
- o Support programs and funding for election activities and infrastructure and public records management.
- o Support programs and funding that provide opportunities for community outreach and engagement activities that promote healthy lifestyles, access to public services, and overall community well-being.

Tribal Communities

- o Support initiatives and policies that promote collaborative partnerships between local agencies and tribal entities.
- o Support policies and federal actions that strengthen the County's tribes.
- o Support federal recognition for the Mono Lake Kutzadika Tribe.

O U R M I S S I O N

To support all our communities by
delivering superior services while
protecting our unique rural
environment.

O U R V I S I O N

O utstanding C ommunity Services
Q uality of Life Beyond C ompare

O U R V A L U E S

C ollaboration

I ntegrity

I nnovation

O utstanding C ustom er Service



County of Mono, CA

2024-25 Legislative Platform

General Principles



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

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

- o Support legislative, regulatory or other policy efforts that protect and/or enhance local government revenues, maximize the County's access to state and federal funding sources, including pandemic support and relief programs, and/or increase local funding flexibility;
- o Oppose any effort to balance the State budget through the taking of local government resources;
- o Support legislation that protects the County's quality of life and diverse natural resources, while preserving the essence and historic values of the County;
- o Support legislation that provides tax and funding formulas for the equitable distribution of state and federal monies while opposing attempts to decrease, restrict, or eliminate County revenue sources;
- o Support legislation and budget action which provides additional and continued funding for local road infrastructure, including complete street features;
- o Oppose legislative and administrative actions which would create unfunded mandates and/or preempt local decision-making authority;
- o Support legislation that realigns governmental services in such a manner as to improve the delivery of services and make government more accountable to the people;
- o Support the promotion of tourism, recreation, sustainable fisheries, filming, and a diversified local economy in the Eastern Sierra to achieve strong economic growth and prosperity;
- o Continue to support legislation that honors our veterans for their service to our country;
- o Support efforts that further the strategic directions outlined in the County's Strategic Plan;
- o Engage on any proposals to repeal or additionally alter the Affordable Care Act (ACA), which provides Mono County citizens the ability to obtain affordable health care;
- o Support efforts to combat climate change;
- o Support legislation that seeks to address the insufficient quantity and quality of homes affordable to our residents; and
- o Support legislation that addresses the burgeoning substance use disorder crisis and increases

access to Medication Assisted Treatment.

- o Support measures that increase resources for disaster response initiatives requiring county involvement.
- o Support legislation that waives the local share of cost of all emergency response and disaster recovery activities.
- o Support funding for counties to provide for higher demands on critical recovery services.
- o Support local, regional, state, and federal initiatives and legislation that advance efforts to dismantle systemic racism and reduce inequity.

Legislative Platform

1) Support Funding/Program Preservation

Support legislative, regulatory, and budget efforts that protect and/or enhance local government revenues, maximize the County's access to federal funding sources, and/or increase local funding flexibility. Oppose legislative and administrative actions that would create federal unfunded mandates and/or preempt local decision-making authority. Strongly encourage Congress and the President to commit to negotiate successfully so as to avoid any future Federal Government shutdowns.

- a) **Support Sustainable Funding for Secure Rural Schools**
Support legislation that creates a sustainable revenue stream for Secure Rural Schools, such as the Forest Management for Rural Sustainability Act.
- b) **Support the full funding of all Payment in Lieu of Taxes (PILT)**
Support legislation and budget efforts that continue to maximize the PILT revenue to counties and continue full funding of PILT without restrictions beyond the current authorization.
- c) **Support full federal funding for the United States Department of Agriculture (USDA) Rural Development (RD) Programs**
Support funding for community development programs and affordable housing such as the Section 502 Direct Loan Program and the necessary program staff to implement these programs.
- d) **Support full and expanded federal funding for Housing and Economic Development programs**
Support the highest possible funding level for key federal housing and economic development programs, including the Community Development Block Grant (CDBG), the HOME Investment Partnership Program, and the reduction from 50% to 25% of the private activity bond cap.
- e) **Support continued rural broadband deployment and communications improvements through local, State, and Federal policy advocacy, infrastructure**

projects, and grant programs

Having appropriate policy at the local, State, and Federal levels is imperative to ensure adequate communications connectivity, which is a critical part of public safety and economic development. Because Mono County has dedicated resources to improve access to high-quality broadband in our communities and as a result of the completion of the Digital395 project, roughly 90% of our households have access to Gigabit internet.

Unfortunately, several Mono County communities and residents still face barriers to connectivity as there is inadequate infrastructure to support basic Plain Old Telephone Service (POTS) telephone service, including cellular phone service, let alone high-speed Internet. In order to improve the landscape, the County should advocate for:

- i) Policies, regulations, and enforcement around providers delivering basic POTS services to all locations desiring this service;
 - ii) Appropriate and effective definitions of 'broadband' which recognize the importance of technology and dependence on the internet for public safety and economic development;
 - iii) Legislation and associated programs that provide funding for broadband infrastructure projects and adoption/education efforts; programs and efforts that move to improve the accuracy of metrics used to represent the current state of broadband in Mono County.
 - iv) Legislation supporting digital equity, including, but not limited to the creation of affordable broadband for all.
- f) Support legislation that promotes, protects, or facilitates the sustainability of our local agriculture
- Mono County agriculture is an important local economic driver, provides jobs, puts food on the table and contributes to the open space landscape that draws visitors.
- g) Support Economic Development resources
- i) Support legislation and federal programs that provide access to small business capital for local business development through the Small Business Administration, Small Business Development Corporation and other government loan and financial programs.
 - ii) Support legislation and federal programs that promote locally-based business retention and expansion, as well as create an environment conducive to new business attraction.
 - iii) Support initiatives to attract commercial filming opportunities to the region: in particular, budgetary allocations that increase capacity for processing special use permits on the Inyo and Humboldt-Toiyabe National Forests.
 - iv) Support bills, initiatives, and programs that strengthen the tourism and recreation economy, with a focus on sustainable practices.

h) Disaster Response

Support measures that increase resources for disaster response initiatives requiring county involvement.

2) Natural Resources, Public Lands, and Agriculture

Support legislation that promotes agriculture and that protects the County's quality of life, its diverse natural resources, and preserves the essence and history of the County, along with legislation that provides adequate funding for stewardship of our public lands.

a) Support sustainable funding for federal public lands

Support measures to sustain our federal lands. Closure or underfunding of these lands managed by the U.S. Forest Service, Bureau of Land Management and National Park Service would result in a significant negative impact to our county as tourism and recreation are our economic drivers.

b) Support legislation and funding to enhance outdoor recreation opportunities on public lands

c) Support special designations

Support special use designations for public lands such as National Scenic Areas, Wild & Scenic Rivers, Wilderness, National Monuments, National Conservation Areas, when demonstrated conservation values and public support warrant such designations.

d) Oppose public lands disposal

Oppose the large-scale sale, transfer or "disposal" of public lands except for strategic, widely supported transfers or exchanges for management and boundary adjustments with demonstrated public benefit, for example community expansion in support of affordable housing.

e) Support wild fire funding and fuels reduction

Support immediate enactment of legislation to change the method of funding wild fire suppression on National Forests by providing access to funding outside of the statutory discretionary limits for emergency purposes and for investment in additional resources for forest management/ fuels reduction to mitigate wild fire risk to communities and increase forest health.

f) Support Wild Fire Prevention and Forest Health

Support legislation and funding for comprehensive wild fire prevention and forest health programs on public lands.

g) Support regulatory relief for Mill City Cabin Tract funding

Support administrative and legislative solutions for funding and/ or regulatory relief for the cleanup of contaminated soils at the Mill City recreation residence tract on the Inyo

National Forest in Mammoth Lakes.

- h) Support land management directives
Support Mono County's tourism and recreation economy by ensuring funding, programs, and management directives for federal land agencies (including the Land & Water Conservation Fund) that facilitate the planning, building, and maintenance of infrastructure for sustainable recreation, travel, and commercial film permitting on public lands.
- i) Support sustainable fishing
Support federal initiatives and / or funding of efforts towards enhancement of Mono County's fish population, including sustainable fishing, ongoing fish stocking, education for proper catch and release practices, protection of spawning waterways, and support of the stocking of diploid trout in allowable waters.
- j) Support the control of invasive species
Support control and mitigation for the spread of invasive species to protect, conserve, and restore public and private lands.
- k) Support biomass project development
Support legislation that encourages the U.S. Forest Service (USFS) and Bureau of Land Management (BLM) to continue actively promoting and assisting with biomass project development.
- l) Support alternative energy
 - i) Support local efforts to develop renewable, distributed energy sources including but not limited to environmentally and appropriately scaled biomass, solar, and wind, while ensuring projects and their supporting infrastructure (i.e., transmission lines, pipelines, towers, service roads) does not degrade the County's quality of life, natural or visual resources, water resources and history.
 - ii) Continue to support geothermal power production that is environmentally sustainable and doesn't negatively affect local domestic water supplies.
- m) Support Devils Postpile National Monument legislative requests
Support legislation to authorize a boundary adjustment request, and to designate a portion of the Middle Fork San Joaquin River as Wild & Scenic, as described in Devils Postpile National Monument's 2015 Management Plan.
- n) Support endangered species conservation
Support a balanced approach to the implementation of endangered species regulation with impacts to the rural economy and communities of Mono County. Mono County is fortunate to have a rich natural heritage that should be conserved, and it supports the need to protect and recover imperiled species. These conservation measures should be specifically tailored to the threats and circumstances in the Eastern Sierra and Mono County, and must be weighed and balanced against impacts to the fragile tourism and

recreation-based rural economy and local communities. Every effort must be made to protect private property rights and avoid detrimental impacts to county residents.

o) Support sage grouse conservation

Monro County appreciates the strong support of the multi-party, collaborative Bi-State conservation effort, including several federal agencies such as the U.S. Fish and Wildlife Service, Bureau of Land Management, U.S. Forest Service (Inyo National Forest and Humboldt-Toiyabe National Forest), and U.S. Geological Survey. The coalition includes technical and scientific support, legislative and policy support, and funding to ensure conservation commitments are met and honored by federal agencies. Ultimately, continuation of the collaborative partnership requires the federal agencies to remain stalwart in their commitments with the flexibility to address new issues, such as the management of water by the Los Angeles Department of Water and Power (LADWP) in Long Valley, and adequate budgets to support a positive conservation outcome. If the bird is listed, the result could be an additional regulatory burden with devastating impacts to Monro County's agricultural and recreation activity-based economy.

p) Support legislation to avoid land filling of waste originating on Federal Land
Develop policies and programs that successfully reuse, recycle and transform resources that originate on USFS, BLM, and DOD lands. Support policies that reduce the impacts of Federally generated waste on local jurisdictions' waste management systems, and/or support policies that enhance local systems to effectively manage Federally-generated waste.

3) Public Safety and Criminal Justice

a) Support full funding of Byrne Justice Assistance Grants

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

b) Support continued funding of FEMA's Assistance to Firefighters Grant (AFG) program

Support continued funding to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, non-affiliated Emergency Medical Services organizations, and State Fire Training Academies. This funding is for critically needed resources to equip and train emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience.

c) Support legislation that resolves the conflict federal statutes have with legalization of recreational cannabis use in California

This includes removing cannabis as a schedule 1 drug and providing cannabis businesses with access to business banking services by changing federal banking access laws. Barring a legislative solution by Congress, the County supports reinstatement of the concepts stated in the past Justice Department memorandum allowing for

commercial cannabis activities to operate free and clear of federal enforcement interference so long as the County has a robust regulatory framework in place.

- d) Urge commission on sense gun safety legislation.
- e) Support sustainable Federal Aviation Administration (FAA) funding for airport safety related projects on public and private property on or near our airports.

4) **Transportation and Infrastructure**

- a) Ensure that federal transportation formulas support rural road infrastructure. Mono County relies on the network of state highways and locally maintained roads to link residents to essential services. Transportation funding formulas should provide funding protections or guarantees for California's rural transportation system and reflect that rural counties lack viable means to fund larger projects that provide statewide benefit. We must advocate for formulas that distribute federal funds to support local transportation priorities.
- b) Support efforts to protect the Highway Trust Fund. Support efforts protecting the Highway Trust Fund and programs that provide funding for local roads, bridges, and transit initiatives including pedestrian and bicycle systems, and other multimodal transportation programs.
- c) Provide funding that maintains and enhances regional access across Federal Lands and National Parks. Mono County supports budget policy and legislation that maintains, enhances, and extends the operational season of roads crossing federal lands and National Parks that provide access to communities, federal lands, national parks and monuments.
- d) Support Yosemite Area Regional Transportation and Eastern Sierra Transit Authority funding. Support efforts to seek sustainable funding for regional public transportation to Yosemite National Park, other National Parks in our region, and other public lands destinations throughout the Eastern Sierra.
- e) Support the resurgence of the Scenic Byway program. Mono County completed a Scenic Byway Corridor Plan through a federal grant, then shelved the plan because the Scenic Byway program was not funded. The program has been re-established, and continuity of funding is needed for jurisdictions to dust off inactive plans, program their implementation into the workflow again, and being making an impact.

5) **Health and Human Services**

- a) Public Health Crises. Support and advocate for any legislative or budgetary action, including stimulus money and direct funding for counties, related to the response, recovery and/or economic impacts of public health crises during both the emergency itself and the recovery phase.

- b) Disaster Response
Support measures that increase resources for disaster response initiatives requiring county involvement.
- c) Support Cost-Neutral Federal Mandates
Support full funding to ensure that federal mandates are cost-neutral to the County and pursue revisions to streamline the process for local government.
- d) Oppose legislation to repeal the Affordable Care Act (ACA)
Work to preserve and expand the number of citizens currently receiving health insurance. Oppose efforts to reduce benefits and block grants or other actions that would shift the current federal/state cost and responsibility to the states and counties.
- e) Ensure that Affordable Care Act (ACA) funding is maintained for local governments
Support the Prevention and Public Health Fund of the ACA, the nation's first dedicated mandatory funding stream for public health and prevention activities, which supports Mono County health care services to underserved residents.
- f) Medicaid Funding
Support all efforts to adequately fund the federal Medicaid program. Similarly, oppose all efforts to block grant, cap or otherwise reduce federal and state funding to support this critical safety net program.
- g) Administration of the Medicaid program
Fully fund county costs for County administration of the Medicaid program.
- h) Managed Care Medicaid
Advocate for a Medicaid Managed Care model that generates high healthcare quality scores, increases primary care capacity, improves coordination of care, and conducts outreach to enroll uninsured populations.
- i) Oppose other eligibility changes, including but not limited to elimination of retroactive benefits or grace periods for eligibility pending verifications.
- j) Oppose turning Medicaid over to States
Oppose efforts to turn Medicaid (Medicaid in California) over to the states with less federal funding.
- k) Support full funding of programs that provide health insurance to children.
- l) Support funding of Veterans benefits
Support provision and funding for current benefits and health care programs for Veterans.
- m) Support Women's Rights to Health
Health care is key to women's well-being and economic stability. Support provisions

that make sure new health care law works for women.

n) Support Child Welfare

- i) Federal Family First Prevention Services Act of 2018
Advocate for full federal and state funding of the Federal Family First Prevention Services Act of 2018 (P.L. 115-123) enacted to reform the federal foster care system.
- ii) Support efforts to reform child welfare financing, including expanding the types of prevention activities eligible for the IV-E foster care financial match.
- iii) Support a provision allowing for "skyping" with non-minor youth in the extended foster care program when the youth is attending college or living in another state or out of country as an alternative to monthly, in-person visits.
- iv) Support increased federal funding for services and income support needed by parents seeking to reunify with their children in foster care.
- v) Support increased federal financial support for programs that assist foster youth in the transition to self-sufficiency, including post-employment assistance such as secondary education, job training, and access to health care.
- vi) Support retaining the entitlement nature of the Title IV-E Foster Care and Adoption Assistance programs and eliminate outdated rules that base the child's eligibility for funds on parental income and circumstances.
- vii) Support legislation that would provide tax credits to companies that hire current or former foster youth.
- viii) Support increased federal funding to respond to the service needs of youth who are victims of commercial sexual exploitation.
- ix) Support working families and reduce childhood poverty through legislation to retain and expand the Earned Income Tax Credit.

o) Support legislation to combat human trafficking

Support legislation that will develop or enhance programs and services to combat the negative impact that human trafficking and commercial sexual exploitation of children has on victims and support efforts to provide additional tools, resources, and funding to help counties address this growing problem.

p) Support the enhancement of childcare and development

Support measures that enhance the overall quality, affordability, capacity, accessibility, and safety of childcare and development programs. Specifically, support legislation and budget action that would:

- i) Ensure continuity of childcare for children and families.
- ii) Preserve, protect and increase funding for subsidized and other government-funded childcare.
- iii) Waive family fees, increase vouchers, and establish "crisis factor" stipends

q) Immigration Reform

- i) Support immigration reform efforts that would create pathways to full and

equal citizenship.

- ii) Oppose immigration reform efforts that would restrict the rights of immigrants or break up families, or that would focus on a mass deportation of undocumented immigrants.
- r) Oppose Legal Immigrant Benefit Changes
- i) Oppose any efforts to include non-cash benefits in the definition of 'public charge'.
 - ii) Oppose any efforts to further restrict legal immigrants' access to federal benefits.
- s) Temporary Assistance for Needy Families (TANF) Reauthorization
- i) Support increased federal support for TANF/CalWORKS subsidized employment programs.
 - ii) Support more flexible work participation requirements to give credit for client engagement and for work activities not meeting the current thresholds.
 - iii) Support the ability of states to provide and receive federal support for vocational education and career technical training for longer than 12 months.
- t) Supplemental Nutrition Assistance Program (SNAP)
- i) Oppose proposed rules to limit eligibility, reduce benefits and/or limit state and county flexibility in administering the Supplemental Nutrition Assistance Program (SNAP/CalFresh).
 - ii) Oppose efforts to block grant or otherwise limit the federal contribution to SNAP/CalFresh.
 - iii) Oppose federal mandates to require states to increase SNAP/CalFresh work requirements.
 - iv) Support a thorough review and updates to the U.S. Department of Agriculture's (USDA) Thrifty Food Plan (TFP) to more accurately account for the cost of food, dietary needs, purchasing patterns and regional differences in food costs, housing and medical care, which affect the purchasing power of Supplemental Nutrition Assistance Program (SNAP) benefits.
 - v) Support increased nutritional supplementation efforts at the state and federal levels, including increased aid, longer terms of aid, and increased access for those in need.
 - vi) Support extending Able-Bodied Adults Without Dependents work requirement waivers for as many counties and sub-county regions as possible.
 - vii) Support further collaboration with the federal government and national partners to increase outreach and enrollment for SNAP/CalFresh, especially in underserved populations such as students, former foster youth, non-English speaking populations and seniors.
 - viii) Support provisions to further streamline and simplify federal requirements for SNAP/CalFresh recipients to enhance enrollment and retention.
 - ix) Support additional flexibility for states to align SNAP/CalFresh eligibility and

processes with state TAN F/CalWORKS programs.

x) Support efforts to improve timeliness of data provided by the Food and Nutrition Services (FNS) to states for use in administering SNAP/CalFresh.

u) Support Adult and Disability Services

Support legislation that would provide adequate funding such as state-only funded programs, programs authorized under the Older Americans Act, a return to full funding for Social Services Block Grant (SSBG) programs and increases to the SSBG allocation to keep up with inflation and population growth.

v) Support Homelessness Legislation

Support federal homelessness legislation funding an array of services to individuals and families at risk of or who are experiencing homelessness.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

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 12/31/2023.

RECOMMENDED ACTION:

Approve the Treasury Transaction Report for the month ending 12/31/2023.

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 |
| Treasury Transaction Report for the month ending 12/31/2023 |

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/23/2024 5:14 PM | County Counsel | Yes |
| 1/19/2024 3:47 PM | Finance | Yes |
| 1/24/2024 4:17 PM | County Administrative Office | Yes |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|-------------------------|-----------------|-----------|----------------------|--|----------------|---------------------|----------------------|------------|---------------------|
| Buy Transactions | | | | | | | | | |
| Buy | 12/1/2023 | 77357DAB4 | 245,000.00 | Rockland Federal Credit Union 5 11/30/2028 | 100.00 | 245,000.00 | 33.56 | 5.00 | 245,033.56 |
| Buy | 12/7/2023 | 3133EPVP7 | 1,000,000.00 | FFCB 4.75 7/8/2026 | 100.66 | 1,006,610.00 | 11,743.06 | 4.48 | 1,018,353.06 |
| Buy | 12/7/2023 | 91282CCL3 | 1,000,000.00 | T-Note 0.375 7/15/2024 | 97.16 | 971,562.50 | 1,477.58 | 5.20 | 973,040.08 |
| Buy | 12/11/2023 | 91282CHQ7 | 1,000,000.00 | T-Note 4.125 7/31/2028 | 99.39 | 993,906.25 | 14,908.29 | 4.27 | 1,008,814.54 |
| Buy | 12/15/2023 | 3133EPN50 | 1,000,000.00 | FFCB 4.25 12/15/2028 | 99.60 | 995,950.00 | 0.00 | 4.34 | 995,950.00 |
| Buy | 12/21/2023 | 3135G0V75 | 1,000,000.00 | FNMA 1.75 7/2/2024 | 98.21 | 982,140.00 | 8,215.28 | 5.21 | 990,355.28 |
| Subtotal | | | 5,245,000.00 | | | 5,195,168.75 | 36,377.77 | | 5,231,546.52 |
| Deposit | 12/1/2023 | 31846V203 | 500,000.00 | First American Gov Fund MM | 100.00 | 500,000.00 | 0.00 | 0.00 | 500,000.00 |
| Deposit | 12/1/2023 | 31846V203 | 500,000.00 | First American Gov Fund MM | 100.00 | 500,000.00 | 0.00 | 0.00 | 500,000.00 |
| Deposit | 12/4/2023 | 31846V203 | 2,000,000.00 | First American Gov Fund MM | 100.00 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| Deposit | 12/6/2023 | 31846V203 | 3,000,000.00 | First American Gov Fund MM | 100.00 | 3,000,000.00 | 0.00 | 0.00 | 3,000,000.00 |
| Deposit | 12/7/2023 | 31846V203 | 2,000,000.00 | First American Gov Fund MM | 100.00 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| Deposit | 12/8/2023 | CAMP60481 | 2,000,000.00 | California Asset Management Program LGIP | 100.00 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| Deposit | 12/8/2023 | 31846V203 | 2,000,000.00 | First American Gov Fund MM | 100.00 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| Deposit | 12/11/2023 | 31846V203 | 3,000,000.00 | First American Gov Fund MM | 100.00 | 3,000,000.00 | 0.00 | 0.00 | 3,000,000.00 |
| Deposit | 12/12/2023 | 31846V203 | 3,000,000.00 | First American Gov Fund MM | 100.00 | 3,000,000.00 | 0.00 | 0.00 | 3,000,000.00 |
| Deposit | 12/13/2023 | CAMP60481 | 1,000,000.00 | California Asset Management Program LGIP | 100.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Deposit | 12/14/2023 | 31846V203 | 248,000.00 | First American Gov Fund MM | 100.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Deposit | 12/14/2023 | 31846V203 | 248,000.00 | First American Gov Fund MM | 100.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Deposit | 12/14/2023 | 31846V203 | 248,000.00 | First American Gov Fund MM | 100.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Deposit | 12/14/2023 | 31846V203 | 1,256,000.00 | First American Gov Fund MM | 100.00 | 1,256,000.00 | 0.00 | 0.00 | 1,256,000.00 |
| Deposit | 12/15/2023 | CAMP60481 | 1,000,000.00 | California Asset Management Program LGIP | 100.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Deposit | 12/18/2023 | 31846V203 | 370,932.75 | First American Gov Fund MM | 100.00 | 370,932.75 | 0.00 | 0.00 | 370,932.75 |
| Deposit | 12/18/2023 | 31846V203 | 629,067.25 | First American Gov Fund MM | 100.00 | 629,067.25 | 0.00 | 0.00 | 629,067.25 |
| Deposit | 12/29/2023 | CAMP60481 | 188,582.50 | California Asset Management Program LGIP | 100.00 | 188,582.50 | 0.00 | 0.00 | 188,582.50 |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|--------------------------------|-----------------|---------------|----------------------|--|----------------|----------------------|----------------------|------------|----------------------|
| Deposit | 12/29/2023 | 31846V203 | 1,000,000.00 | First American Gov Fund MM | 100.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Deposit | 12/29/2023 | OAKVALLEY0670 | 16,567.72 | Oak Valley Bank Cash | 100.00 | 16,567.72 | 0.00 | 0.00 | 16,567.72 |
| Deposit | 12/31/2023 | 31846V203 | 131,616.08 | First American Gov Fund MM | 100.00 | 131,616.08 | 0.00 | 0.00 | 131,616.08 |
| Deposit | 12/31/2023 | OAKVALLEY0670 | 39,473,842.06 | Oak Valley Bank Cash | 100.00 | 39,473,842.06 | 0.00 | 0.00 | 39,473,842.06 |
| Subtotal | | | 63,810,608.36 | | | 63,810,608.36 | 0.00 | | 63,810,608.36 |
| Total Buy Transactions | | | 69,055,608.36 | | | 69,005,777.11 | 36,377.77 | | 69,042,154.88 |
| Sell Transactions | | | | | | | | | |
| Called | 12/18/2023 | 3130AV2M3 | 370,932.75 | FHLB 6 3/16/2028-23 | 0.00 | 370,932.75 | 5,563.99 | 0.00 | 376,496.74 |
| Subtotal | | | 370,932.75 | | | 370,932.75 | 5,563.99 | | 376,496.74 |
| Matured | 12/1/2023 | 41987YAV8 | 500,000.00 | Hawaiian Gardens Redev 2.714 12/1/2023 | 0.00 | 500,000.00 | 0.00 | 0.00 | 500,000.00 |
| Matured | 12/8/2023 | 3130A0F70 | 1,000,000.00 | FHLB 3.375 12/8/2023 | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Matured | 12/8/2023 | 3130AT7D3 | 1,000,000.00 | FHLB 3.5 12/8/2023 | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Matured | 12/13/2023 | 30960QAL1 | 248,000.00 | Farmers Insurance Group FCU 5 12/13/2023 | 0.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Matured | 12/14/2023 | 89841MAM9 | 248,000.00 | Trustone Financial 5 12/14/2023 | 0.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Matured | 12/14/2023 | 67886WAF4 | 248,000.00 | Oklahomas Credit Union 5 12/14/2023 | 0.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Matured | 12/14/2023 | 86777TAA4 | 248,000.00 | Sunset Science Park FCU 5 12/14/2023 | 0.00 | 248,000.00 | 0.00 | 0.00 | 248,000.00 |
| Matured | 12/22/2023 | 3130AQAF0 | 1,000,000.00 | FHLB 0.8 12/22/2023-22 | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Matured | 12/29/2023 | 3133EMN81 | 1,000,000.00 | FFCB 0.31 12/29/2023-21 | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Subtotal | | | 5,492,000.00 | | | 5,492,000.00 | 0.00 | | 5,492,000.00 |
| Withdraw | 12/20/2023 | 31846V203 | 1,000,000.00 | First American Gov Fund MM | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Withdraw | 12/20/2023 | 31846V203 | 2,000,000.00 | First American Gov Fund MM | 0.00 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| Withdraw | 12/21/2023 | 31846V203 | 1,000,000.00 | First American Gov Fund MM | 0.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 |
| Withdraw | 12/31/2023 | 31846V203 | 131,616.08 | First American Gov Fund MM | 0.00 | 131,616.08 | 0.00 | 0.00 | 131,616.08 |
| Withdraw | 12/31/2023 | OAKVALLEY0670 | 40,219,627.92 | Oak Valley Bank Cash | 0.00 | 40,219,627.92 | 0.00 | 0.00 | 40,219,627.92 |
| Subtotal | | | 44,351,244.00 | | | 44,351,244.00 | 0.00 | | 44,351,244.00 |
| Total Sell Transactions | | | 50,214,176.75 | | | 50,214,176.75 | 5,563.99 | | 50,219,740.74 |
| Interest/Dividends | | | | | | | | | |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|----------|-----------------|-----------|----------------------|--|----------------|-----------|----------------------|------------|-----------|
| Interest | 12/1/2023 | 32022RSG3 | 0.00 | 1ST Financial Bank, USA 3.3 8/2/2027 | | 0.00 | 675.37 | 0.00 | 675.37 |
| Interest | 12/1/2023 | 369674CG9 | 0.00 | General Electric Credit Union 5 1/30/2024 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/1/2023 | 13032UC48 | 0.00 | California Health Facilities Financing Authority 3 | | 0.00 | 8,110.00 | 0.00 | 8,110.00 |
| Interest | 12/1/2023 | 92348DAC3 | 0.00 | Veridian Credit Union 4.8 4/24/2025 | | 0.00 | 982.36 | 0.00 | 982.36 |
| Interest | 12/1/2023 | 530520AB1 | 0.00 | Liberty First Credit Union 4.4 1/17/2028 | | 0.00 | 900.49 | 0.00 | 900.49 |
| Interest | 12/1/2023 | 22551KAU6 | 0.00 | Credit Union of Texas 4.4 12/9/2027 | | 0.00 | 900.49 | 0.00 | 900.49 |
| Interest | 12/1/2023 | 41987YAV8 | 0.00 | Hawaiian Gardens Redev 2.714 12/1/2023 | | 0.00 | 6,785.00 | 0.00 | 6,785.00 |
| Interest | 12/1/2023 | 299547AQ2 | 0.00 | Evansville Teachers Federal Credit Union 2.6 6/12/ | | 0.00 | 532.11 | 0.00 | 532.11 |
| Interest | 12/1/2023 | 68283MAP1 | 0.00 | OnPath Federal Credit Union 4.85 7/31/2028 | | 0.00 | 984.62 | 0.00 | 984.62 |
| Interest | 12/1/2023 | 59161YAP1 | 0.00 | Metro Credit Union 1.7 2/18/2027 | | 0.00 | 347.92 | 0.00 | 347.92 |
| Interest | 12/1/2023 | 33651FAF6 | 0.00 | First Source FCU 4.85 1/31/2024 | | 0.00 | 988.60 | 0.00 | 988.60 |
| Interest | 12/1/2023 | 538036HP2 | 0.00 | Live Oak Banking Company 1.85 1/20/2025 | | 0.00 | 378.62 | 0.00 | 378.62 |
| Interest | 12/1/2023 | 92891CCP5 | 0.00 | VYSTAR Credit Union 4.45 9/30/2027 | | 0.00 | 910.73 | 0.00 | 910.73 |
| Interest | 12/1/2023 | 76124YAB2 | 0.00 | Resource One Credit Union 1.9 11/27/2024 | | 0.00 | 382.60 | 0.00 | 382.60 |
| Interest | 12/1/2023 | 378612AE5 | 0.00 | City of Glendora CA POB 1.898 6/1/2024 | | 0.00 | 4,745.00 | 0.00 | 4,745.00 |
| Interest | 12/1/2023 | 3133ENGC8 | 0.00 | FFCB 1.32 6/1/2026 | | 0.00 | 6,600.00 | 0.00 | 6,600.00 |
| Interest | 12/1/2023 | 052392AA5 | 0.00 | Austin Telco FCU 1.8 2/28/2025 | | 0.00 | 368.38 | 0.00 | 368.38 |
| Interest | 12/1/2023 | 45157PAZ3 | 0.00 | Ideal Credit Union 4.5 12/29/2027 | | 0.00 | 920.96 | 0.00 | 920.96 |
| Interest | 12/2/2023 | 15118RUR6 | 0.00 | Celtic Bank 1.35 4/2/2025 | | 0.00 | 276.29 | 0.00 | 276.29 |
| Interest | 12/5/2023 | 307811EM7 | 0.00 | The Farmers & Merchants Bank 3.2 8/5/2027 | | 0.00 | 654.90 | 0.00 | 654.90 |
| Interest | 12/7/2023 | 90983WBT7 | 0.00 | United Community Bank 1.65 2/7/2025 | | 0.00 | 337.68 | 0.00 | 337.68 |
| Interest | 12/8/2023 | 902684AC3 | 0.00 | UFirst Federal Credit Union 4.8 3/9/2026 | | 0.00 | 982.36 | 0.00 | 982.36 |
| Interest | 12/8/2023 | 011852AD2 | 0.00 | Alaska USA Federal Credit Union 4.7 3/8/2027 | | 0.00 | 961.89 | 0.00 | 961.89 |
| Interest | 12/8/2023 | 3130A0F70 | 0.00 | FHLB 3.375 12/8/2023 | | 0.00 | 16,875.00 | 0.00 | 16,875.00 |
| Interest | 12/8/2023 | 29367SJQ8 | 0.00 | Enterprise Bank & Trust 1.8 11/8/2024 | | 0.00 | 368.38 | 0.00 | 368.38 |
| Interest | 12/8/2023 | 3130AT7D3 | 0.00 | FHLB 3.5 12/8/2023 | | 0.00 | 17,500.00 | 0.00 | 17,500.00 |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|----------|-----------------|-----------|----------------------|--|----------------|-----------|----------------------|------------|-----------|
| Interest | 12/8/2023 | 89579NCB7 | 0.00 | Triad Bank/Frontenac MO 1.8 11/8/2024 | | 0.00 | 368.38 | 0.00 | 368.38 |
| Interest | 12/8/2023 | 898812AB8 | 0.00 | Tucson Federal Credit Union 4.95 8/8/2028 | | 0.00 | 1,008.99 | 0.00 | 1,008.99 |
| Interest | 12/9/2023 | 08016PEL9 | 0.00 | Belmont Bank & Trust Co 4.2 12/9/2027 | | 0.00 | 856.11 | 0.00 | 856.11 |
| Interest | 12/10/2023 | 065427AC0 | 0.00 | Bank of Utah 4.25 5/10/2028 | | 0.00 | 869.79 | 0.00 | 869.79 |
| Interest | 12/10/2023 | 3133ELH80 | 0.00 | FFCB 0.68 6/10/2025-22 | | 0.00 | 3,400.00 | 0.00 | 3,400.00 |
| Interest | 12/10/2023 | 20367GBH1 | 0.00 | Community Commerce Bank 3.3 8/10/2027 | | 0.00 | 675.37 | 0.00 | 675.37 |
| Interest | 12/10/2023 | 3130AQ3F8 | 0.00 | FHLB 1.15 12/10/2024-22 | | 0.00 | 5,750.00 | 0.00 | 5,750.00 |
| Interest | 12/11/2023 | 70320KAX9 | 0.00 | Pathfinder Bank 0.7 3/11/2026 | | 0.00 | 143.26 | 0.00 | 143.26 |
| Interest | 12/12/2023 | 856487AM5 | 0.00 | State Bank of Reeseville 2.6 4/12/2024 | | 0.00 | 532.11 | 0.00 | 532.11 |
| Interest | 12/13/2023 | 66736ABP3 | 0.00 | Northwest Bank 2.95 2/13/2024 | | 0.00 | 603.74 | 0.00 | 603.74 |
| Interest | 12/13/2023 | 69417ACG2 | 0.00 | Pacific Crest Savings Bank 2.85 3/13/2024 | | 0.00 | 583.27 | 0.00 | 583.27 |
| Interest | 12/13/2023 | 15721UDA4 | 0.00 | CF Bank 2 8/13/2024 | | 0.00 | 409.32 | 0.00 | 409.32 |
| Interest | 12/13/2023 | 3130A5R35 | 0.00 | FHLB 2.875 6/13/2025 | | 0.00 | 10,853.13 | 0.00 | 10,853.13 |
| Interest | 12/13/2023 | 30960QAL1 | 0.00 | Farmers Insurance Group FCU 5 12/13/2023 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/14/2023 | 32114VBT3 | 0.00 | First National Bank of Michigan 1.65 2/14/2025 | | 0.00 | 337.68 | 0.00 | 337.68 |
| Interest | 12/14/2023 | 17801GBX6 | 0.00 | City National Bank of Metropolis 1.65 2/14/2025 | | 0.00 | 337.68 | 0.00 | 337.68 |
| Interest | 12/14/2023 | 89841MAM9 | 0.00 | Trustone Financial 5 12/14/2023 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/14/2023 | 67886WAF4 | 0.00 | Oklahomas Credit Union 5 12/14/2023 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/14/2023 | 91739JAA3 | 0.00 | Utah First Federal Credit Union 4.75 7/14/2028 | | 0.00 | 972.12 | 0.00 | 972.12 |
| Interest | 12/14/2023 | 86777TAA4 | 0.00 | Sunset Science Park FCU 5 12/14/2023 | | 0.00 | 475.62 | 0.00 | 475.62 |
| Interest | 12/15/2023 | 061785DY4 | 0.00 | Bank of Deerfield 2.85 2/15/2024 | | 0.00 | 583.27 | 0.00 | 583.27 |
| Interest | 12/15/2023 | 819866BL7 | 0.00 | Sharonview Federal Credit Union 3.5 8/16/2027 | | 0.00 | 716.30 | 0.00 | 716.30 |
| Interest | 12/15/2023 | 30257JAM7 | 0.00 | FNB Bank Inc/Romney 3 1/16/2024 | | 0.00 | 613.97 | 0.00 | 613.97 |
| Interest | 12/16/2023 | 740367HP5 | 0.00 | Preferred Bank LA Calif 2 8/16/2024 | | 0.00 | 409.32 | 0.00 | 409.32 |
| Interest | 12/17/2023 | 914098DP0 | 0.00 | University Bank 4.5 3/17/2028 | | 0.00 | 920.96 | 0.00 | 920.96 |
| Interest | 12/17/2023 | 219240BY3 | 0.00 | Cornerstone Community Bank 2.6 5/17/2024 | | 0.00 | 532.11 | 0.00 | 532.11 |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|----------|-----------------|-----------|----------------------|--|----------------|-----------|----------------------|------------|----------|
| Interest | 12/17/2023 | 24422EVR7 | 0.00 | John Deere Capital Corp 1.05 6/17/2026 | | 0.00 | 2,625.00 | 0.00 | 2,625.00 |
| Interest | 12/18/2023 | 457731AK3 | 0.00 | Inspire Federal Credit Union 1.15 3/18/2025 | | 0.00 | 235.36 | 0.00 | 235.36 |
| Interest | 12/18/2023 | 00257TBJ4 | 0.00 | Abacus Federal Savings Bank 1.75 10/18/2024 | | 0.00 | 358.15 | 0.00 | 358.15 |
| Interest | 12/18/2023 | 89236TJK2 | 0.00 | Toyota Motor Credit Corp 1.125 6/18/2026 | | 0.00 | 2,812.50 | 0.00 | 2,812.50 |
| Interest | 12/18/2023 | 48836LAF9 | 0.00 | Kemba Financial Credit Union 1.75 10/18/2024 | | 0.00 | 358.15 | 0.00 | 358.15 |
| Interest | 12/20/2023 | 32112UCW9 | 0.00 | First National Bank of McGregor 2.85 2/21/2024 | | 0.00 | 583.27 | 0.00 | 583.27 |
| Interest | 12/20/2023 | 78472EAB0 | 0.00 | SPCO Credit Union 4.35 1/20/2028 | | 0.00 | 890.26 | 0.00 | 890.26 |
| Interest | 12/20/2023 | 01664MAB2 | 0.00 | All In FCU 4.4 12/20/2027 | | 0.00 | 900.49 | 0.00 | 900.49 |
| Interest | 12/21/2023 | 51828MAC8 | 0.00 | Latino Community Credit Union 4.5 12/21/2027 | | 0.00 | 920.96 | 0.00 | 920.96 |
| Interest | 12/22/2023 | 061803AH5 | 0.00 | Bank of Delight 2.85 2/22/2024 | | 0.00 | 583.27 | 0.00 | 583.27 |
| Interest | 12/22/2023 | 92535LCC6 | 0.00 | Verus Bank of Commerce 2.8 2/22/2024 | | 0.00 | 573.04 | 0.00 | 573.04 |
| Interest | 12/22/2023 | 3130AQAF0 | 0.00 | FHLB 0.8 12/22/2023-22 | | 0.00 | 4,000.00 | 0.00 | 4,000.00 |
| Interest | 12/23/2023 | 938828BJ8 | 0.00 | Washington Federal Bank 2.05 8/23/2024 | | 0.00 | 419.55 | 0.00 | 419.55 |
| Interest | 12/23/2023 | 33766LAJ7 | 0.00 | Firstier Bank 1.95 8/23/2024 | | 0.00 | 399.08 | 0.00 | 399.08 |
| Interest | 12/25/2023 | 85513MAA0 | 0.00 | Star Financial Credit Union 4.5 1/25/2028 | | 0.00 | 920.96 | 0.00 | 920.96 |
| Interest | 12/25/2023 | 063907AA7 | 0.00 | Bank of Botetourt 1.75 10/25/2024 | | 0.00 | 358.15 | 0.00 | 358.15 |
| Interest | 12/25/2023 | 22230PBY5 | 0.00 | Country Bank New York 3 1/25/2024 | | 0.00 | 613.97 | 0.00 | 613.97 |
| Interest | 12/26/2023 | 208212AR1 | 0.00 | Connex Credit Union 0.5 8/26/2024 | | 0.00 | 102.33 | 0.00 | 102.33 |
| Interest | 12/26/2023 | 32065TAZ4 | 0.00 | First Kentucky Bank Inc 2.55 4/26/2024 | | 0.00 | 521.88 | 0.00 | 521.88 |
| Interest | 12/26/2023 | 05465DAE8 | 0.00 | AXOS Bank 1.65 3/26/2025 | | 0.00 | 337.68 | 0.00 | 337.68 |
| Interest | 12/26/2023 | 56065GAG3 | 0.00 | Mainstreet Bank 2.6 4/26/2024 | | 0.00 | 532.11 | 0.00 | 532.11 |
| Interest | 12/26/2023 | 90352RCR4 | 0.00 | USAlliance Federal Credit Union 3.45 8/26/2027 | | 0.00 | 706.07 | 0.00 | 706.07 |
| Interest | 12/26/2023 | 89854LAD5 | 0.00 | TTCU Federal Credit Union 5 7/26/2028 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/26/2023 | 64017ABA1 | 0.00 | Neighbors Federal Credit Union 5 7/26/2028 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/27/2023 | 02616ABY4 | 0.00 | American First Credit Union 4.25 4/27/2028 | | 0.00 | 869.79 | 0.00 | 869.79 |
| Interest | 12/27/2023 | 14622LAA0 | 0.00 | Carter Federal Credit Union 0.75 4/27/2026 | | 0.00 | 152.88 | 0.00 | 152.88 |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|----------|-----------------|---------------|----------------------|--|----------------|-----------|----------------------|------------|------------|
| Interest | 12/27/2023 | 39115UBE2 | 0.00 | Great Plains Bank 2.8 2/27/2024 | | 0.00 | 573.04 | 0.00 | 573.04 |
| Interest | 12/27/2023 | 32063KAV4 | 0.00 | First Jackson Bank 1.05 3/27/2025 | | 0.00 | 214.89 | 0.00 | 214.89 |
| Interest | 12/27/2023 | 79772FAF3 | 0.00 | San Francisco FCU 1.1 3/27/2025 | | 0.00 | 225.12 | 0.00 | 225.12 |
| Interest | 12/28/2023 | 00224TAP1 | 0.00 | A+ Federal Credit Union 4.55 4/28/2028 | | 0.00 | 931.19 | 0.00 | 931.19 |
| Interest | 12/28/2023 | 07181JAV6 | 0.00 | Baxter Federal Credit Union 5 11/30/2026 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/29/2023 | CAMP60481 | 0.00 | California Asset Management Program LGIP | | 0.00 | 188,582.50 | 0.00 | 188,582.50 |
| Interest | 12/29/2023 | 3133EMN81 | 0.00 | FFCB 0.31 12/29/2023-21 | | 0.00 | 1,550.00 | 0.00 | 1,550.00 |
| Interest | 12/29/2023 | 70962LAS1 | 0.00 | Pentagon Federal Credit Union 0.9 9/29/2026 | | 0.00 | 184.19 | 0.00 | 184.19 |
| Interest | 12/29/2023 | 45780PAX3 | 0.00 | Institution for Savings in Newburyport 0.85 7/29/2 | | 0.00 | 173.96 | 0.00 | 173.96 |
| Interest | 12/29/2023 | OAKVALLEY0670 | 0.00 | Oak Valley Bank Cash | | 0.00 | 16,567.72 | 0.00 | 16,567.72 |
| Interest | 12/30/2023 | 24951TAW5 | 0.00 | Department of Commerce FCU 5 11/30/2027 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/30/2023 | 77357DAB4 | 0.00 | Rockland Federal Credit Union 5 11/30/2028 | | 0.00 | 1,006.85 | 0.00 | 1,006.85 |
| Interest | 12/30/2023 | 06543PDA0 | 0.00 | Bank of the Valley NE 4.1 9/30/2027 | | 0.00 | 839.10 | 0.00 | 839.10 |
| Interest | 12/30/2023 | 3136G4XZ1 | 0.00 | FNMA 0.74 6/30/2025-21 | | 0.00 | 2,941.50 | 0.00 | 2,941.50 |
| Interest | 12/30/2023 | 01882MAC6 | 0.00 | Alliant Credit Union 5 12/30/2027 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/30/2023 | 22258JAB7 | 0.00 | County Schools FCU 4.4 9/30/2027 | | 0.00 | 900.49 | 0.00 | 900.49 |
| Interest | 12/30/2023 | 52171MAJ4 | 0.00 | Leaders Credit Union 5 6/30/2028 | | 0.00 | 1,019.18 | 0.00 | 1,019.18 |
| Interest | 12/31/2023 | 710571DS6 | 0.00 | Peoples Bank Newton NC 2 7/31/2024 | | 0.00 | 422.96 | 0.00 | 422.96 |
| Interest | 12/31/2023 | 694231AC5 | 0.00 | Pacific Enterprise Bank 1.15 3/31/2025 | | 0.00 | 243.20 | 0.00 | 243.20 |
| Interest | 12/31/2023 | 42228LAL5 | 0.00 | HealthcareSystemsFCU 4.35 1/31/2028 | | 0.00 | 890.26 | 0.00 | 890.26 |
| Interest | 12/31/2023 | LAIF6000Q | 0.00 | Local Agency Investment Fund LGIP | | 0.00 | 5,275.75 | 0.00 | 5,275.75 |
| Interest | 12/31/2023 | 31846V203 | 0.00 | First American Gov Fund MM | | 0.00 | 131,616.08 | 0.00 | 131,616.08 |
| Interest | 12/31/2023 | 91282CBC4 | 0.00 | T-Note 0.375 12/31/2025 | | 0.00 | 1,875.00 | 0.00 | 1,875.00 |
| Interest | 12/31/2023 | 9128286Z8 | 0.00 | T-Note 1.75 6/30/2024 | | 0.00 | 8,750.00 | 0.00 | 8,750.00 |
| Interest | 12/31/2023 | 32024DAC0 | 0.00 | First Financial 4.45 2/8/2028 | | 0.00 | 941.08 | 0.00 | 941.08 |
| Interest | 12/31/2023 | 82671DAB3 | 0.00 | Signature Federal Credit Union 4.4 1/31/2028 | | 0.00 | 930.51 | 0.00 | 930.51 |



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2023, End Date: 12/31/2023

| Action | Settlement Date | CUSIP | Face Amount / Shares | Description | Purchase Price | Principal | Interest / Dividends | YTM @ Cost | Total |
|---------------------------------|-----------------|-------|-------------------------|-------------|----------------|-------------|-------------------------|------------|-------------------|
| | | | 0.00 | | | 0.00 | 502,024.34 | | 502,024.34 |
| Subtotal | | | 0.00 | | | 0.00 | 502,024.34 | | 502,024.34 |
| Total Interest/Dividends | | | 0.00 | | | 0.00 | 502,024.34 | | 502,024.34 |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

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 12/31/2023.

RECOMMENDED ACTION:

Approve the Investment Report for the Quarter ending 12/31/2023.

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 12/31/2023 |

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/22/2024 3:37 PM | County Counsel | Yes |
| 1/19/2024 3:49 PM | Finance | Yes |
| 1/22/2024 6:00 PM | County Administrative Office | Yes |



DEPARTMENT OF FINANCE

COUNTY OF MONO

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

Janet Dutcher, DPA, MPA, CPA, CGFM
Finance Director

Kimberly Bunn
Assistant Finance Director
Auditor-Controller

P.O. Box 495
Bridgeport, California 93517
(760) 932-5480
Fax (760) 932-5481

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

Date: February 6, 2024
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, 2023 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, 2023 were \$30,213 and \$3,574 respectively.
- Mono County's PAPEBT (Public Agencies Post-Employment Benefits Trust) fund with PARS had a balance of \$28,486,043 as of December 31, 2023. This is a trust for the purpose of pre-funding both pension obligations and/or other post-employment benefits.

The Treasury was in compliance with the Mono County Investment Policy on December 31, 2023.

Weighted Average Maturity (WAM) as of December 31, 2023 was 541 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 book basis, the portfolio totaled \$214,292,112 and the market value was \$210,610,037 (calculated by US Bank) or 98.28% of book value. Market value does not include accrued interest, which was \$740,900 on the last day of the quarter.

Investment Pool earnings are as shown below:

| Quarter Ending | 3/31/2023 | 6/30/2023 | 9/30/2023 | 12/31/2023 |
|--|-------------|-------------|-------------|-------------|
| Average Daily Balance | 197,809,246 | 203,934,310 | 180,097,421 | 194,379,546 |
| Earned Interest (including accruals) | 1,397,903 | 1,579,007 | 1,420,052 | 1,681,273 |
| Earned Interest Rate | 2.8660% | 3.1056% | 3.1283% | 3.4316% |
| Number of Days in Quarter | 90 | 91 | 92 | 92 |
| Interest Received (net of amortized costs) | 1,352,037 | 1,543,885 | 1,400,951 | 1,604,912 |
| Administration Costs | \$20,770 | \$11,750 | \$11,726 | \$13,737 |
| Net Interest for Apportionment | \$1,331,267 | \$1,532,135 | \$1,389,225 | \$1,591,175 |



Mono County

Portfolio Holdings by Security Sector

As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book 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 | 2/28/2009 | 6,025,987.24 | 6,025,987.24 | 6,025,987.24 | 3.893 | 3.893 | N/A | 1 | None | | 2.80 |
| TTC Drawer Cash | CASH | 10/12/2022 | 400.00 | 400.00 | 400.00 | 0.000 | 0.000 | N/A | 1 | None | | 0.00 |
| Sub Total / Average Cash | | | 6,026,387.24 | 6,026,387.24 | 6,026,387.24 | 3.893 | 3.893 | | 1 | | 0.00 | 2.80 |
| Local Government Investment Pools | | | | | | | | | | | | |
| California Asset Management Program LGIP | CAMP60481 | 8/3/2017 | 41,470,585.90 | 41,470,585.90 | 41,470,585.90 | 5.550 | 5.550 | N/A | 1 | None | | 19.27 |
| Local Agency Investment Fund LGIP | LAIF6000Q | 7/1/2014 | 525,148.92 | 525,148.92 | 525,148.92 | 3.929 | 3.929 | N/A | 1 | NR | | 0.24 |
| Sub Total / Average Local Government Investment Pools | | | 41,995,734.82 | 41,995,734.82 | 41,995,734.82 | 5.530 | 5.530 | | 1 | | 0.00 | 19.51 |
| Money Market Mutual Funds | | | | | | | | | | | | |
| First American Gov Fund MM | 31846V203 | 3/14/2023 | 35,000,000.00 | 35,000,000.00 | 35,000,000.00 | 4.970 | 4.970 | N/A | 1 | Moody's-Aaa | | 16.26 |
| Sub Total / Average Money Market Mutual Funds | | | 35,000,000.00 | 35,000,000.00 | 35,000,000.00 | 4.970 | 4.970 | | 1 | | 0.00 | 16.26 |
| CD Negotiable | | | | | | | | | | | | |
| 1ST Financial Bank, USA 3.3 8/2/2027 | 32022RS3 | 8/2/2022 | 249,000.00 | 249,000.00 | 236,838.84 | 3.300 | 3.300 | 8/2/2027 | 1,310 | None | 675.37 | 0.12 |
| A+ Federal Credit Union 4.55 4/28/2028 | 00224TAP1 | 4/28/2023 | 249,000.00 | 249,000.00 | 248,646.42 | 4.550 | 4.550 | 4/28/2028 | 1,580 | None | 93.12 | 0.12 |
| Abacus Federal Savings Bank 1.75 10/18/2024 | 00257TB4 | 10/18/2019 | 249,000.00 | 249,000.00 | 242,394.03 | 1.750 | 1.750 | 10/18/2024 | 292 | None | 155.20 | 0.12 |
| Alaska USA Federal Credit Union 4.7 3/8/2027 | 011852AD2 | 3/8/2023 | 249,000.00 | 249,000.00 | 247,777.41 | 4.700 | 4.700 | 3/8/2027 | 1,163 | None | 737.45 | 0.12 |
| All In FCU 4.4 12/20/2027 | 01664MAB2 | 12/20/2022 | 249,000.00 | 249,000.00 | 246,223.65 | 4.400 | 4.400 | 12/20/2027 | 1,450 | None | 330.18 | 0.12 |
| Alliant Credit Union 5 12/30/2027 | 01882MAC6 | 12/30/2022 | 248,000.00 | 248,000.00 | 250,728.00 | 5.000 | 5.000 | 12/30/2027 | 1,460 | None | 33.97 | 0.12 |
| American Express National Bank 3 5/4/2027 | 02589ACK6 | 5/4/2022 | 246,000.00 | 246,000.00 | 232,164.96 | 3.000 | 3.000 | 5/4/2027 | 1,220 | None | 1,152.49 | 0.11 |
| American First Credit Union 4.25 4/27/2028 | 02616ABY4 | 4/27/2023 | 249,000.00 | 249,000.00 | 245,710.71 | 4.250 | 4.250 | 4/27/2028 | 1,579 | None | 115.97 | 0.12 |
| Austin Telco FCU 1.8 2/28/2025 | 052392AA5 | 2/28/2020 | 249,000.00 | 249,000.00 | 239,289.00 | 1.800 | 1.800 | 2/28/2025 | 425 | None | 368.38 | 0.12 |
| AXOS Bank 1.65 3/26/2025 | 05465DAE8 | 3/26/2020 | 249,000.00 | 249,000.00 | 238,773.57 | 1.650 | 1.650 | 3/26/2025 | 451 | None | 56.28 | 0.12 |
| Bank of Botetourt 1.75 10/25/2024 | 063907AA7 | 10/25/2019 | 249,000.00 | 249,000.00 | 242,229.69 | 1.750 | 1.750 | 10/25/2024 | 299 | None | 71.63 | 0.12 |
| Bank of Deerfield 2.85 2/15/2024 | 061785DY4 | 2/15/2019 | 249,000.00 | 249,000.00 | 248,243.04 | 2.850 | 2.850 | 2/15/2024 | 46 | None | 311.08 | 0.12 |
| Bank of Delight 2.85 2/22/2024 | 061803AH5 | 2/22/2019 | 249,000.00 | 249,000.00 | 248,128.50 | 2.850 | 2.850 | 2/22/2024 | 53 | None | 174.98 | 0.12 |
| Bank of the Valley NE 4.1 9/30/2027 | 06543PDA0 | 9/30/2022 | 249,000.00 | 249,000.00 | 243,457.26 | 4.100 | 4.100 | 9/30/2027 | 1,369 | None | 27.97 | 0.12 |
| Bank of Utah 4.25 5/10/2028 | 06542TAC0 | 5/10/2023 | 249,000.00 | 249,000.00 | 245,807.82 | 4.250 | 4.250 | 5/10/2028 | 1,592 | None | 608.86 | 0.12 |
| Baxter Federal Credit Union 5 11/30/2026 | 07181JAV6 | 11/28/2022 | 248,000.00 | 248,000.00 | 248,736.56 | 5.000 | 5.000 | 11/30/2026 | 1,065 | None | 101.92 | 0.12 |
| Beal Bank USA 1.9 2/17/2027 | 07371CE88 | 2/23/2022 | 247,000.00 | 247,000.00 | 225,854.33 | 1.900 | 1.900 | 2/17/2027 | 1,144 | None | 1,671.48 | 0.11 |
| Beal Bank, a Texas State Bank 1.9 2/17/2027 | 07371AYE7 | 2/23/2022 | 247,000.00 | 247,000.00 | 225,854.33 | 1.900 | 1.900 | 2/17/2027 | 1,144 | None | 1,671.48 | 0.11 |
| Belmont Bank & Trust Co 4.2 12/9/2027 | 08016PEL9 | 12/9/2022 | 248,000.00 | 248,000.00 | 243,419.44 | 4.200 | 4.200 | 12/9/2027 | 1,439 | None | 627.81 | 0.12 |
| Blue Ridge Bank 4.2 2/28/2028 | 09582YAF9 | 2/28/2023 | 244,000.00 | 244,000.00 | 239,839.80 | 4.200 | 4.200 | 2/28/2028 | 1,520 | None | 3,509.59 | 0.11 |
| BMO Harris Bank NA 4.5 5/16/2028 | 05600XQE3 | 5/16/2023 | 244,000.00 | 244,000.00 | 243,297.28 | 4.500 | 4.500 | 5/16/2028 | 1,598 | None | 1,353.70 | 0.11 |
| BMW Bank North America 4.35 3/3/2028 | 05580AW34 | 3/3/2023 | 244,000.00 | 244,000.00 | 241,296.48 | 4.350 | 4.350 | 3/3/2028 | 1,524 | None | 3,460.45 | 0.11 |
| Caldwell Bank & Trust Company 1.95 8/19/2024 | 128829AE8 | 8/19/2019 | 247,000.00 | 247,000.00 | 242,099.52 | 1.950 | 1.950 | 8/19/2024 | 232 | None | 1,768.25 | 0.11 |
| Capital One Bank USA NA 2 8/21/2024 | 14042TCB1 | 8/30/2019 | 245,000.00 | 245,000.00 | 240,171.05 | 2.000 | 2.000 | 8/21/2024 | 234 | None | 1,772.05 | 0.11 |
| Capital One NA 2.8 4/20/2027 | 14042RQS3 | 4/20/2022 | 246,000.00 | 246,000.00 | 230,750.46 | 2.800 | 2.800 | 4/20/2027 | 1,206 | None | 1,358.73 | 0.11 |
| Carter Federal Credit Union 0.75 4/27/2026 | 14622LAA0 | 4/27/2023 | 225,305.97 | 248,000.00 | 226,897.68 | 0.750 | 5.004 | 4/27/2026 | 848 | None | 20.38 | 0.12 |
| Celtic Bank 1.35 4/2/2025 | 15118RUR6 | 4/2/2020 | 249,000.00 | 249,000.00 | 237,755.16 | 1.350 | 1.350 | 4/2/2025 | 458 | None | 267.08 | 0.12 |
| Centerstate Bank 1 4/30/2025 | 15201QDK0 | 5/13/2020 | 248,000.00 | 248,000.00 | 235,188.32 | 1.000 | 1.000 | 4/30/2025 | 486 | None | 421.26 | 0.12 |
| CF Bank 2 8/13/2024 | 15721UDA4 | 8/13/2019 | 249,000.00 | 249,000.00 | 244,283.94 | 2.000 | 2.000 | 8/13/2024 | 226 | None | 245.59 | 0.12 |
| CIBC Bank 4.45 4/13/2028 | 12547CAX6 | 4/14/2023 | 244,000.00 | 244,000.00 | 242,582.36 | 4.450 | 4.450 | 4/13/2028 | 1,565 | None | 2,320.34 | 0.11 |
| City National Bank of Metropolis 1.65 2/14/2025 | 17801GBX6 | 2/14/2020 | 249,000.00 | 249,000.00 | 239,592.78 | 1.650 | 1.650 | 2/14/2025 | 411 | None | 191.35 | 0.12 |
| Commercial Savings Bank 1.8 10/18/2024 | 202291AG5 | 10/18/2019 | 247,000.00 | 247,000.00 | 240,558.24 | 1.800 | 1.800 | 10/18/2024 | 292 | None | 901.38 | 0.11 |
| Community Commerce Bank 3.3 8/10/2027 | 20367GBH1 | 8/10/2022 | 249,000.00 | 249,000.00 | 236,786.55 | 3.300 | 3.300 | 8/10/2027 | 1,318 | None | 472.76 | 0.12 |



Mono County Portfolio Holdings by Security Sector As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book Value | Face Amount/Shares | Market Value | Coupon Rate | YTM @ Cost | Maturity Date | Days To Maturity | Credit Rating 1 | Accrued Interest | % of Portfolio |
|--|--------------|-----------------|------------|--------------------|--------------|-------------|------------|---------------|------------------|-----------------|------------------|----------------|
| Congressional Bank 2.1 7/24/2024 | 20726ABD9 | 7/24/2019 | 247,000.00 | 247,000.00 | 242,857.81 | 2.100 | 2.100 | 7/24/2024 | 206 | None | 2,273.75 | 0.11 |
| Connex Credit Union 0.5 8/26/2024 | 208212AR1 | 8/26/2021 | 249,000.00 | 249,000.00 | 241,592.25 | 0.500 | 0.500 | 8/26/2024 | 239 | None | 17.05 | 0.12 |
| Cornerstone Community Bank 2.6 5/17/2024 | 219240BY3 | 5/17/2019 | 249,000.00 | 249,000.00 | 246,572.25 | 2.600 | 2.600 | 5/17/2024 | 138 | None | 248.32 | 0.12 |
| Country Bank New York 3 1/25/2024 | 22230PB57 | 1/25/2019 | 249,000.00 | 249,000.00 | 248,589.15 | 3.000 | 3.000 | 1/25/2024 | 25 | None | 122.79 | 0.12 |
| County Schools FCU 4.4 9/30/2027 | 22258JAB7 | 9/30/2022 | 249,000.00 | 249,000.00 | 246,019.47 | 4.400 | 4.400 | 9/30/2027 | 1,369 | None | 30.02 | 0.12 |
| Credit Union of Texas 4.4 12/9/2027 | 22551KAU6 | 12/9/2022 | 249,000.00 | 249,000.00 | 246,198.75 | 4.400 | 4.400 | 12/9/2027 | 1,439 | None | 900.49 | 0.12 |
| Delta National Bank and Trust 0.55 7/21/2025 | 24773RBW4 | 7/31/2020 | 249,000.00 | 249,000.00 | 232,737.81 | 0.550 | 0.550 | 7/21/2025 | 568 | None | 574.06 | 0.12 |
| Department of Commerce FCU 5 11/30/2027 | 24951TAW5 | 11/30/2022 | 248,000.00 | 248,000.00 | 250,522.16 | 5.000 | 5.000 | 11/30/2027 | 1,430 | None | 33.97 | 0.12 |
| Discover Bank 3.2 5/19/2027 | 254673D94 | 5/19/2022 | 246,000.00 | 246,000.00 | 233,608.98 | 3.200 | 3.200 | 5/19/2027 | 1,235 | None | 927.39 | 0.11 |
| Dort Financial Credit Union 4.5 12/16/2027 | 25844MAK4 | 12/16/2022 | 247,000.00 | 247,000.00 | 245,147.50 | 4.500 | 4.500 | 12/16/2027 | 1,446 | None | 2,771.14 | 0.11 |
| Eaglemark Savings Bank 2 3/2/2027 | 27004PCM3 | 3/2/2022 | 247,000.00 | 247,000.00 | 226,360.68 | 2.000 | 2.000 | 3/2/2027 | 1,157 | None | 1,624.11 | 0.11 |
| Enterprise Bank & Trust 1.8 11/8/2024 | 293675JQ8 | 11/8/2019 | 249,000.00 | 249,000.00 | 242,030.49 | 1.800 | 1.800 | 11/8/2024 | 313 | None | 282.43 | 0.12 |
| Enterprise Bank 4.35 3/3/2028 | 29367RMJ2 | 3/3/2023 | 244,000.00 | 244,000.00 | 241,296.48 | 4.350 | 4.350 | 3/3/2028 | 1,524 | None | 3,460.45 | 0.11 |
| Evansville Teachers Federal Credit Union 2.6 6/12/ | 299547AQ2 | 6/12/2019 | 249,000.00 | 249,000.00 | 246,206.22 | 2.600 | 2.600 | 6/12/2024 | 164 | None | 532.11 | 0.12 |
| First Financial 4.45 2/8/2028 | 32024DAC0 | 2/8/2023 | 249,000.00 | 249,000.00 | 247,017.96 | 4.450 | 4.450 | 2/8/2028 | 1,500 | None | 0.00 | 0.12 |
| First Foundation Bank 4.7 11/4/2027 | 32026UYA8 | 11/4/2022 | 244,000.00 | 244,000.00 | 243,670.60 | 4.700 | 4.700 | 11/4/2027 | 1,404 | None | 1,790.89 | 0.11 |
| First Jackson Bank 1.05 3/27/2025 | 32063KAV4 | 3/27/2020 | 248,700.49 | 249,000.00 | 236,955.87 | 1.050 | 1.150 | 3/27/2025 | 452 | None | 28.65 | 0.12 |
| First Kentucky Bank Inc 2.55 4/26/2024 | 32065TAZ4 | 4/26/2019 | 249,000.00 | 249,000.00 | 246,856.11 | 2.550 | 2.550 | 4/26/2024 | 117 | None | 86.98 | 0.12 |
| First National Bank of McGregor 2.85 2/21/2024 | 32112UCW9 | 2/21/2019 | 249,000.00 | 249,000.00 | 248,163.36 | 2.850 | 2.850 | 2/21/2024 | 52 | None | 213.87 | 0.12 |
| First National Bank of Michigan 1.65 2/14/2025 | 32114VBT3 | 2/14/2020 | 249,000.00 | 249,000.00 | 239,592.78 | 1.650 | 1.650 | 2/14/2025 | 411 | None | 191.35 | 0.12 |
| First Source FCU 4.85 1/31/2024 | 33651FAF6 | 1/31/2023 | 248,000.00 | 248,000.00 | 247,888.40 | 4.850 | 4.850 | 1/31/2024 | 31 | None | 988.60 | 0.12 |
| Firstier Bank 1.95 8/23/2024 | 33766LAJ7 | 8/23/2019 | 249,000.00 | 249,000.00 | 243,990.12 | 1.950 | 1.950 | 8/23/2024 | 236 | None | 106.42 | 0.12 |
| Flagstar Bank FSB 0.6 7/22/2025 | 33847E3W5 | 7/22/2020 | 249,000.00 | 249,000.00 | 232,897.17 | 0.600 | 0.600 | 7/22/2025 | 569 | None | 663.09 | 0.12 |
| FNB Bank Inc/Romney 3 1/16/2024 | 30257JAM7 | 1/16/2019 | 249,000.00 | 249,000.00 | 248,751.00 | 3.000 | 3.000 | 1/16/2024 | 16 | None | 327.45 | 0.12 |
| General Electric Credit Union 5 1/30/2024 | 369674CG9 | 1/30/2023 | 248,000.00 | 248,000.00 | 247,925.60 | 5.000 | 5.000 | 1/30/2024 | 30 | None | 1,019.18 | 0.12 |
| Goldman Sachs Bank USA 0.85 7/28/2026 | 38149MWW7 | 7/28/2021 | 248,000.00 | 248,000.00 | 224,184.56 | 0.850 | 0.850 | 7/28/2026 | 940 | None | 900.95 | 0.12 |
| Great Plains Bank 2.8 2/27/2024 | 39115UBE2 | 2/27/2019 | 249,000.00 | 249,000.00 | 248,028.90 | 2.800 | 2.800 | 2/27/2024 | 58 | None | 76.41 | 0.12 |
| Haddon Savings Bank 0.35 10/20/2025 | 404730DA8 | 11/12/2020 | 248,334.68 | 249,000.00 | 229,797.12 | 0.350 | 0.486 | 10/20/2025 | 659 | None | 174.30 | 0.12 |
| HealthcareSystemsFCU 4.35 1/31/2028 | 42228LAL5 | 1/31/2023 | 249,000.00 | 249,000.00 | 246,034.41 | 4.350 | 4.350 | 1/31/2028 | 1,492 | None | 0.00 | 0.12 |
| High Plains Bank 3 1/16/2024 | 42971GAA9 | 1/16/2019 | 245,000.00 | 245,000.00 | 244,661.90 | 3.000 | 3.000 | 1/16/2024 | 16 | None | 3,383.01 | 0.11 |
| Home Savings Bank UT 2.85 2/12/2024 | 43733LBF3 | 2/12/2019 | 246,000.00 | 246,000.00 | 245,225.10 | 2.850 | 2.850 | 2/12/2024 | 43 | None | 2,708.36 | 0.11 |
| Ideal Credit Union 4.5 12/29/2027 | 45157PAZ3 | 12/29/2022 | 249,000.00 | 249,000.00 | 247,187.28 | 4.500 | 4.500 | 12/29/2027 | 1,459 | None | 920.96 | 0.12 |
| Inspire Federal Credit Union 1.15 3/18/2025 | 457731AK3 | 3/18/2020 | 249,000.00 | 249,000.00 | 237,456.36 | 1.150 | 1.150 | 3/18/2025 | 443 | None | 101.99 | 0.12 |
| Institution for Savings in Newburyport 0.85 7/29/2 | 45780PAX3 | 7/29/2021 | 249,000.00 | 249,000.00 | 224,886.84 | 0.850 | 0.850 | 7/29/2026 | 941 | None | 11.60 | 0.12 |
| Kemba Financial Credit Union 1.75 10/18/2024 | 48836LAF9 | 10/18/2019 | 249,000.00 | 249,000.00 | 242,394.03 | 1.750 | 1.750 | 10/18/2024 | 292 | None | 155.20 | 0.12 |
| Latino Community Credit Union 4.5 12/21/2027 | 51828MAC8 | 12/21/2022 | 249,000.00 | 249,000.00 | 247,130.01 | 4.500 | 4.500 | 12/21/2027 | 1,451 | None | 306.99 | 0.12 |
| LCA Bank Corp 4.8 11/15/2027 | 501798S26 | 11/15/2022 | 244,000.00 | 244,000.00 | 244,685.64 | 4.800 | 4.800 | 11/15/2027 | 1,415 | None | 1,508.12 | 0.11 |
| Leaders Credit Union 5 6/30/2028 | 52171MAJ4 | 6/30/2023 | 248,000.00 | 248,000.00 | 252,816.16 | 5.000 | 5.000 | 6/30/2028 | 1,643 | None | 33.97 | 0.12 |
| Liberty First Credit Union 4.4 1/17/2028 | 530520AB1 | 1/17/2023 | 249,000.00 | 249,000.00 | 246,407.91 | 4.400 | 4.400 | 1/17/2028 | 1,478 | None | 900.49 | 0.12 |
| Live Oak Banking Company 1.85 1/20/2025 | 538036HP2 | 1/24/2020 | 249,000.00 | 249,000.00 | 240,601.23 | 1.850 | 1.850 | 1/20/2025 | 386 | None | 378.62 | 0.12 |
| Mainstreet Bank 2.6 4/26/2024 | 56065GAG3 | 4/26/2019 | 249,000.00 | 249,000.00 | 246,895.95 | 2.600 | 2.600 | 4/26/2024 | 117 | None | 88.68 | 0.12 |
| Metro Credit Union 1.7 2/18/2027 | 59161YAP1 | 2/18/2022 | 249,000.00 | 249,000.00 | 226,009.83 | 1.700 | 1.700 | 2/18/2027 | 1,145 | None | 347.92 | 0.12 |
| Morgan Stanley Bank 4.65 4/6/2028 | 61690U3V0 | 4/6/2023 | 246,000.00 | 246,000.00 | 246,322.26 | 4.650 | 4.650 | 4/6/2028 | 1,558 | None | 2,695.22 | 0.11 |
| Morgan Stanley Private Bank 5.05 11/8/2028 | 61768EE82 | 11/8/2023 | 243,000.00 | 243,000.00 | 249,799.14 | 5.050 | 5.050 | 11/8/2028 | 1,774 | None | 1,781.89 | 0.11 |
| Neighbors Federal Credit Union 5 7/26/2028 | 64017ABA1 | 7/26/2023 | 248,000.00 | 248,000.00 | 253,111.28 | 5.000 | 5.000 | 7/26/2028 | 1,669 | None | 169.86 | 0.12 |
| New York Community Bank 0.7 9/10/2024 | 649447VN6 | 9/10/2021 | 249,000.00 | 249,000.00 | 241,559.88 | 0.700 | 0.700 | 9/10/2024 | 254 | None | 534.84 | 0.12 |
| Northwest Bank 2.95 2/13/2024 | 66736ABP3 | 2/13/2019 | 249,000.00 | 249,000.00 | 248,305.29 | 2.950 | 2.950 | 2/13/2024 | 44 | None | 362.24 | 0.12 |



Mono County Portfolio Holdings by Security Sector As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book Value | Face Amount/Shares | Market Value | Coupon Rate | YTM @ Cost | Maturity Date | Days To Maturity | Credit Rating 1 | Accrued Interest | % of Portfolio |
|--|--------------|-----------------|----------------------|----------------------|----------------------|--------------|--------------|---------------|------------------|-----------------|------------------|----------------|
| OnPath Federal Credit Union 4.85 7/31/2028 | 68283MAP1 | 7/31/2023 | 247,000.00 | 247,000.00 | 250,645.72 | 4.850 | 4.850 | 7/31/2028 | 1,674 | None | 984.62 | 0.11 |
| Pacific Crest Savings Bank 2.85 3/13/2024 | 69417ACG2 | 3/13/2019 | 249,000.00 | 249,000.00 | 247,772.43 | 2.850 | 2.850 | 3/13/2024 | 73 | None | 349.96 | 0.12 |
| Pacific Enterprise Bank 1.15 3/31/2025 | 694231AC5 | 3/31/2020 | 249,000.00 | 249,000.00 | 237,192.42 | 1.150 | 1.150 | 3/31/2025 | 456 | None | 0.00 | 0.12 |
| Pathfinder Bank 0.7 3/11/2026 | 70320KAX9 | 3/11/2021 | 249,000.00 | 249,000.00 | 227,715.48 | 0.700 | 0.700 | 3/11/2026 | 801 | None | 95.51 | 0.12 |
| Pentagon Federal Credit Union 0.9 9/29/2026 | 70962LAS1 | 9/29/2021 | 249,000.00 | 249,000.00 | 223,616.94 | 0.900 | 0.900 | 9/29/2026 | 1,003 | None | 12.28 | 0.12 |
| Peoples Bank Newton NC 2 7/31/2024 | 710571DS6 | 8/1/2019 | 248,912.86 | 249,000.00 | 244,560.33 | 2.000 | 2.063 | 7/31/2024 | 213 | None | 0.00 | 0.12 |
| Pitney Bowes Bank 4.35 4/13/2028 | 724468AC7 | 4/14/2023 | 244,000.00 | 244,000.00 | 241,640.52 | 4.350 | 4.350 | 4/13/2028 | 1,565 | None | 2,268.20 | 0.11 |
| Plains Commerce Bank 2.6 5/10/2024 | 72651LCJ1 | 5/10/2019 | 245,000.00 | 245,000.00 | 242,697.00 | 2.600 | 2.600 | 5/10/2024 | 131 | None | 890.05 | 0.11 |
| Preferred Bank LA Calif 2 8/16/2024 | 740367HP5 | 8/16/2019 | 249,000.00 | 249,000.00 | 244,219.20 | 2.000 | 2.000 | 8/16/2024 | 229 | None | 204.66 | 0.12 |
| Raymond James Bank, NA 2 8/23/2024 | 75472RAE1 | 8/23/2019 | 247,000.00 | 247,000.00 | 242,089.64 | 2.000 | 2.000 | 8/23/2024 | 236 | None | 1,759.45 | 0.11 |
| Resource One Credit Union 1.9 11/27/2024 | 76124YAB2 | 2/4/2020 | 245,427.52 | 245,000.00 | 237,929.30 | 1.900 | 1.700 | 11/27/2024 | 332 | None | 382.60 | 0.11 |
| Rockland Federal Credit Union 5 11/30/2028 | 77357DAB4 | 12/1/2023 | 245,000.00 | 245,000.00 | 251,757.10 | 5.000 | 5.000 | 11/30/2028 | 1,796 | None | 33.56 | 0.11 |
| Sallie Mae Bank/Salt Lake 2.75 4/10/2024 | 7954502D6 | 4/10/2019 | 245,000.00 | 245,000.00 | 243,238.45 | 2.750 | 2.750 | 4/10/2024 | 101 | None | 1,513.63 | 0.11 |
| San Francisco FCU 1.1 3/27/2025 | 79772FAF3 | 3/27/2020 | 249,000.00 | 249,000.00 | 237,105.27 | 1.100 | 1.100 | 3/27/2025 | 452 | None | 30.02 | 0.12 |
| Sharonview Federal Credit Union 3.5 8/16/2027 | 819866BL7 | 8/16/2022 | 249,000.00 | 249,000.00 | 238,439.91 | 3.500 | 3.500 | 8/16/2027 | 1,324 | None | 382.03 | 0.12 |
| Signature Federal Credit Union 4.4 1/31/2028 | 82671DAB3 | 1/31/2023 | 249,000.00 | 249,000.00 | 246,495.06 | 4.400 | 4.400 | 1/31/2028 | 1,492 | None | 0.00 | 0.12 |
| SPCO Credit Union 4.35 1/20/2028 | 78472EAB0 | 1/20/2023 | 249,000.00 | 249,000.00 | 245,954.73 | 4.350 | 4.350 | 1/20/2028 | 1,481 | None | 326.43 | 0.12 |
| Star Financial Credit Union 4.5 1/25/2028 | 85513MAA0 | 1/25/2023 | 249,000.00 | 249,000.00 | 247,371.54 | 4.500 | 4.500 | 1/25/2028 | 1,486 | None | 184.19 | 0.12 |
| State Bank of Reeseville 2.6 4/12/2024 | 856487AM5 | 4/12/2019 | 249,000.00 | 249,000.00 | 247,120.05 | 2.600 | 2.600 | 4/12/2024 | 103 | None | 337.00 | 0.12 |
| Synchrony Bank 1.45 4/17/2025 | 87165FZD9 | 4/17/2020 | 248,000.00 | 248,000.00 | 236,864.80 | 1.450 | 1.450 | 4/17/2025 | 473 | None | 738.90 | 0.12 |
| The Farmers & Merchants Bank 3.2 8/5/2027 | 307811EM7 | 8/5/2022 | 249,000.00 | 249,000.00 | 235,984.77 | 3.200 | 3.200 | 8/5/2027 | 1,313 | None | 567.58 | 0.12 |
| Third Federal Savings & Loan 1.95 11/25/2024 | 88413QCK2 | 11/25/2019 | 245,000.00 | 245,000.00 | 238,113.05 | 1.950 | 1.950 | 11/25/2024 | 330 | None | 471.21 | 0.11 |
| Toyota Financial Savings Bank 0.9 4/22/2026 | 89235MKY6 | 4/22/2021 | 248,000.00 | 248,000.00 | 226,929.92 | 0.900 | 0.900 | 4/22/2026 | 843 | None | 428.05 | 0.12 |
| Triad Bank/Frontenac MO 1.8 11/8/2024 | 89579NCB7 | 11/8/2019 | 249,000.00 | 249,000.00 | 242,030.49 | 1.800 | 1.800 | 11/8/2024 | 313 | None | 282.43 | 0.12 |
| True Sky Credit Union 4.5 11/30/2027 | 89786MAH7 | 11/30/2027 | 244,000.00 | 244,000.00 | 242,067.52 | 4.500 | 4.500 | 11/30/2027 | 1,430 | None | 932.55 | 0.11 |
| TTCU Federal Credit Union 5 7/26/2028 | 89854LAD5 | 7/26/2023 | 248,000.00 | 248,000.00 | 253,111.28 | 5.000 | 5.000 | 7/26/2028 | 1,669 | None | 169.86 | 0.12 |
| Tucson Federal Credit Union 4.95 8/8/2028 | 898812AB8 | 8/8/2023 | 248,000.00 | 248,000.00 | 252,759.12 | 4.950 | 4.950 | 8/8/2028 | 1,682 | None | 773.56 | 0.12 |
| UFirst Federal Credit Union 4.8 3/9/2026 | 902684AC3 | 3/8/2023 | 249,000.00 | 249,000.00 | 248,932.77 | 4.800 | 4.800 | 3/9/2026 | 799 | None | 753.14 | 0.12 |
| United Community Bank 1.65 2/7/2025 | 90983WBT7 | 2/7/2020 | 249,000.00 | 249,000.00 | 239,732.22 | 1.650 | 1.650 | 2/7/2025 | 404 | None | 270.15 | 0.12 |
| University Bank 4.5 3/17/2028 | 914098DP0 | 3/17/2023 | 249,000.00 | 249,000.00 | 247,794.84 | 4.500 | 4.500 | 3/17/2028 | 1,538 | None | 429.78 | 0.12 |
| USAlliance Federal Credit Union 3.45 8/26/2027 | 90352RCR4 | 8/26/2022 | 249,000.00 | 249,000.00 | 237,971.79 | 3.450 | 3.450 | 8/26/2027 | 1,334 | None | 117.68 | 0.12 |
| Utah First Federal Credit Union 4.75 7/14/2028 | 91739JAA3 | 7/14/2023 | 249,000.00 | 249,000.00 | 257,453.55 | 4.750 | 4.750 | 7/14/2028 | 1,657 | None | 550.87 | 0.12 |
| Veridian Credit Union 4.8 4/24/2025 | 92348DAC3 | 4/24/2023 | 249,000.00 | 249,000.00 | 248,240.55 | 4.800 | 4.800 | 4/24/2025 | 480 | None | 982.36 | 0.12 |
| Verus Bank of Commerce 2.8 2/22/2024 | 92535LCC6 | 2/22/2019 | 249,000.00 | 249,000.00 | 248,111.07 | 2.800 | 2.800 | 2/22/2024 | 53 | None | 171.91 | 0.12 |
| VYSTAR Credit Union 4.45 9/30/2027 | 92891CCP5 | 9/30/2022 | 249,000.00 | 249,000.00 | 246,415.38 | 4.450 | 4.450 | 9/30/2027 | 1,369 | None | 910.73 | 0.12 |
| Washington Federal Bank 2.05 8/23/2024 | 938828BJ8 | 8/23/2019 | 249,000.00 | 249,000.00 | 244,146.99 | 2.050 | 2.050 | 8/23/2024 | 236 | None | 111.88 | 0.12 |
| Sub Total / Average CD Negotiable | | | 28,733,681.52 | 28,757,000.00 | 28,092,548.43 | 3.007 | 3.044 | | 837 | | 82,221.54 | 13.36 |
| Corporate Bonds | | | | | | | | | | | | |
| 3M Company 2 2/14/2025-25 | 88579YBH3 | 1/21/2022 | 502,807.28 | 500,000.00 | 480,810.00 | 2.000 | 1.487 | 2/14/2025 | 411 | Moody's-A3 | 3,805.56 | 0.23 |
| Apple Inc 0.7 2/8/2026-21 | 037833EB2 | 2/24/2021 | 498,772.68 | 500,000.00 | 463,085.00 | 0.700 | 0.819 | 2/8/2026 | 770 | Moody's-Aaa | 1,390.28 | 0.23 |
| Apple Inc. 3.45 5/6/2024-14 | 037833AS9 | 5/6/2019 | 501,021.14 | 500,000.00 | 496,525.00 | 3.450 | 2.816 | 5/6/2024 | 127 | Moody's-Aaa | 2,635.42 | 0.23 |
| Bank of New York Mellon 2.1 10/24/2024 | 06406RAL1 | 10/24/2019 | 499,980.43 | 500,000.00 | 486,685.00 | 2.100 | 2.105 | 10/24/2024 | 298 | Moody's-A1 | 1,954.17 | 0.23 |
| Bank of New York Mellon 3.4 1/29/2028-27 | 06406RAF4 | 2/2/2023 | 481,354.56 | 500,000.00 | 475,630.00 | 3.400 | 4.428 | 1/29/2028 | 1,490 | Moody's-A1 | 7,177.78 | 0.23 |
| Colgate-Palmolive Co. 4.6 3/1/2028-23 | 194162AR4 | 3/2/2023 | 500,054.18 | 500,000.00 | 512,400.00 | 4.600 | 4.597 | 3/1/2028 | 1,522 | Moody's-Aa3 | 7,666.67 | 0.23 |
| John Deere Capital Corp 1.05 6/17/2026 | 24422EVR7 | 8/12/2021 | 499,485.47 | 500,000.00 | 460,460.00 | 1.050 | 1.093 | 6/17/2026 | 899 | Moody's-A2 | 204.17 | 0.23 |
| Johnson & Johnson 2.625 1/15/2025-17 | 478160CJ1 | 1/16/2020 | 503,631.53 | 500,000.00 | 489,380.00 | 2.625 | 1.892 | 1/15/2025 | 381 | Moody's-Aaa | 6,052.08 | 0.23 |
| Johnson & Johnson 2.9 1/15/2028-27 | 478160CK8 | 2/8/2023 | 477,827.24 | 500,000.00 | 478,410.00 | 2.900 | 4.123 | 1/15/2028 | 1,476 | Moody's-Aaa | 6,686.11 | 0.23 |



Mono County Portfolio Holdings by Security Sector As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book Value | Face Amount/Shares | Market Value | Coupon Rate | YTM @ Cost | Maturity Date | Days To Maturity | Credit Rating 1 | Accrued Interest | % of Portfolio |
|--|--------------|-----------------|---------------------|---------------------|---------------------|--------------|--------------|---------------|------------------|-----------------|------------------|----------------|
| JP Morgan Chase Bank 1 9/14/2026-23 | 46632FSH9 | 9/14/2021 | 500,000.00 | 500,000.00 | 451,680.00 | 1.000 | 1.000 | 9/14/2026 | 988 | Moody's-Aa2 | 1,486.11 | 0.23 |
| Microsoft Corp 2.7 2/12/2025-24 | 594918BB9 | 2/13/2020 | 505,307.37 | 500,000.00 | 489,270.00 | 2.700 | 1.707 | 2/12/2025 | 409 | Moody's-Aaa | 5,212.50 | 0.23 |
| Microsoft Corp 3.125 11/3/2025-25 | 594918BJ2 | 1/23/2023 | 490,524.96 | 500,000.00 | 488,040.00 | 3.125 | 4.225 | 11/3/2025 | 673 | Moody's-Aaa | 2,517.36 | 0.23 |
| Pfizer Inc 0.8 5/28/2025-25 | 717081EX7 | 1/24/2022 | 494,860.00 | 500,000.00 | 473,085.00 | 0.800 | 1.551 | 5/28/2025 | 514 | Moody's-A2 | 366.67 | 0.23 |
| Procter & Gamble Co 3.95 1/26/2028-23 | 742718FZ7 | 2/8/2023 | 503,881.24 | 507,000.00 | 506,183.73 | 3.950 | 4.118 | 1/26/2028 | 1,487 | Moody's-Aa3 | 8,622.52 | 0.24 |
| Procter & Gamble Co. 1.9 2/1/2027 | 742718FV6 | 2/2/2022 | 500,367.76 | 500,000.00 | 466,480.00 | 1.900 | 1.875 | 2/1/2027 | 1,128 | Moody's-Aa3 | 3,958.33 | 0.23 |
| Toyota Motor Credit Corp 1.125 6/18/2026 | 892367JK2 | 7/23/2021 | 500,597.99 | 500,000.00 | 461,700.00 | 1.125 | 1.075 | 6/18/2026 | 900 | Moody's-A1 | 203.12 | 0.23 |
| Toyota Motor Credit Corp 3.35 1/5/2024 | 892367FS9 | 2/12/2019 | 500,018.34 | 500,000.00 | 499,825.00 | 3.350 | 3.059 | 1/5/2024 | 5 | Moody's-A1 | 8,049.31 | 0.23 |
| US Bancorp 1.45 5/12/2025 | 91159HHZ6 | 2/12/2021 | 505,275.85 | 500,000.00 | 475,855.00 | 1.450 | 0.665 | 5/12/2025 | 498 | Moody's-A3 | 986.81 | 0.23 |
| US Bank NA 2.05 1/21/2025 | 90331HPL1 | 4/20/2022 | 495,296.05 | 500,000.00 | 483,165.00 | 2.050 | 2.982 | 1/21/2025 | 387 | Moody's-A2 | 4,555.56 | 0.23 |
| Sub Total / Average Corporate Bonds | | | 9,461,064.07 | 9,507,000.00 | 9,138,668.73 | 2.331 | 2.402 | | 756 | | 73,530.53 | 4.42 |
| Municipal Bonds | | | | | | | | | | | | |
| Alvord Unified School Dist 1.327 8/1/2026 | 022555WU6 | 8/5/2022 | 664,402.06 | 700,000.00 | 646,611.00 | 1.327 | 3.450 | 8/1/2026 | 944 | S&P-AA | 3,870.42 | 0.33 |
| Belmont-Redwood Shores Sch Dist 1.099 8/1/2026 | 080495HP2 | 8/4/2021 | 210,000.00 | 210,000.00 | 192,927.00 | 1.099 | 1.099 | 8/1/2026 | 944 | Moody's-Aa1 | 961.63 | 0.10 |
| Beverly Hills USD 2.65 8/1/2025 | 088023PK6 | 7/18/2022 | 494,030.04 | 500,000.00 | 484,375.00 | 2.650 | 3.451 | 8/1/2025 | 579 | Moody's-Aa1 | 5,520.83 | 0.23 |
| Bonita Unified School District 0.58 8/1/2024 | 098203VV1 | 4/15/2021 | 250,000.00 | 250,000.00 | 243,712.50 | 0.580 | 0.580 | 8/1/2024 | 214 | S&P-AA- | 604.17 | 0.12 |
| Bonita Unified School District 1.054 8/1/2025 | 098203VV9 | 4/15/2021 | 250,000.00 | 250,000.00 | 235,830.00 | 1.054 | 1.054 | 8/1/2025 | 579 | S&P-AA- | 1,097.92 | 0.12 |
| California Health Facilities Financing Authority 3 | 13032UC48 | 6/1/2022 | 494,443.46 | 500,000.00 | 480,960.00 | 3.244 | 3.602 | 6/1/2027 | 1,248 | Moody's-Aa3 | 1,351.67 | 0.23 |
| California State University 1.361 11/1/2027 | 13077DQF2 | 11/1/2022 | 596,210.74 | 685,000.00 | 613,177.75 | 1.361 | 5.246 | 11/1/2027 | 1,401 | Moody's-Aa2 | 1,553.81 | 0.32 |
| California State University 1.521 11/1/2028 | 13077DQG0 | 11/1/2023 | 419,242.20 | 500,000.00 | 438,530.00 | 1.521 | 5.374 | 11/1/2028 | 1,767 | Moody's-Aa2 | 1,267.50 | 0.23 |
| Citrus Community College GO 0.819 8/1/2025 | 17741RGC6 | 8/4/2020 | 350,000.00 | 350,000.00 | 328,426.00 | 0.819 | 0.819 | 8/1/2025 | 579 | Moody's-Aa1 | 1,194.38 | 0.16 |
| City of Glendora CA POB 1.898 6/1/2024 | 378612AE5 | 9/5/2019 | 500,000.00 | 500,000.00 | 493,535.00 | 1.898 | 1.898 | 6/1/2024 | 153 | S&P-AAA | 790.83 | 0.23 |
| County of Alameda 3.46 8/1/2027 | 010878BF2 | 8/24/2022 | 500,000.00 | 500,000.00 | 487,310.00 | 3.460 | 3.460 | 8/1/2027 | 1,309 | S&P-AAA | 7,208.33 | 0.23 |
| Desert Sands Unified School District 1.544 8/1/202 | 250433TY5 | 5/22/2020 | 305,422.21 | 305,000.00 | 299,067.75 | 1.544 | 1.300 | 8/1/2024 | 214 | Moody's-Aa2 | 1,962.17 | 0.14 |
| East Side Union High School District 1.331 8/1/202 | 275282PT2 | 8/16/2021 | 503,528.92 | 500,000.00 | 462,145.00 | 1.331 | 1.050 | 8/1/2026 | 944 | Moody's-Aa3 | 2,772.92 | 0.23 |
| Fremont Unified School District 1.113 8/1/2027 | 357155BA7 | 8/23/2022 | 272,981.20 | 300,000.00 | 268,407.00 | 1.113 | 3.900 | 8/1/2027 | 1,309 | Moody's-Aa2 | 1,391.25 | 0.14 |
| Long Beach Community College Dist 2 5/1/2025 | 542411NZ2 | 3/25/2021 | 274,047.40 | 270,000.00 | 260,307.00 | 2.000 | 0.853 | 5/1/2025 | 487 | Moody's-Aa2 | 900.00 | 0.13 |
| Los Angeles CA Muni Impt CorpLease 0.683 11/1/2024 | 5445872S6 | 3/10/2021 | 500,259.59 | 500,000.00 | 482,510.00 | 0.683 | 0.620 | 11/1/2024 | 306 | S&P-AA- | 569.17 | 0.23 |
| Menlo Park City School Dist 1.928 7/1/2024 | 586840NA4 | 10/8/2019 | 500,000.00 | 500,000.00 | 492,825.00 | 1.928 | 1.928 | 7/1/2024 | 183 | Moody's-Aaa | 4,820.00 | 0.23 |
| Milpitas USD 0.943 8/1/2025 | 601670MH2 | 7/18/2022 | 673,823.46 | 700,000.00 | 660,170.00 | 0.943 | 3.450 | 8/1/2025 | 579 | Moody's-Aa1 | 2,750.42 | 0.33 |
| Napa Valley Unified School District 1.094 8/1/2026 | 630362ER8 | 8/17/2021 | 501,053.52 | 500,000.00 | 459,290.00 | 1.094 | 1.010 | 8/1/2026 | 944 | Moody's-Aa3 | 2,279.17 | 0.23 |
| Pasadena USD 2.073 5/1/2026 | 702282QD9 | 10/1/2021 | 511,183.45 | 500,000.00 | 473,290.00 | 2.073 | 1.088 | 5/1/2026 | 852 | Moody's-Aa3 | 1,727.50 | 0.23 |
| Rancho Santiago CCD 0.956 9/1/2026 | 752147HK7 | 7/19/2022 | 679,149.41 | 725,000.00 | 661,069.50 | 0.956 | 3.524 | 9/1/2026 | 975 | Moody's-Aa2 | 2,310.33 | 0.34 |
| Rancho Santiago Community College GO 0.734 9/2/202 | 752147HJ0 | 9/2/2020 | 500,000.00 | 500,000.00 | 468,315.00 | 0.734 | 0.734 | 9/2/2025 | 611 | Moody's-Aa2 | 1,223.33 | 0.23 |
| Riverside County Ca Inf Fing Authority 1.766 11/1/ | 76913DFY8 | 11/4/2022 | 440,086.69 | 500,000.00 | 453,815.00 | 1.766 | 5.368 | 11/1/2027 | 1,401 | S&P-AA- | 1,471.67 | 0.23 |
| Rosemead School District 2.042 8/1/2024 | 777526MP6 | 10/9/2019 | 350,000.00 | 350,000.00 | 343,784.00 | 2.042 | 2.042 | 8/1/2024 | 214 | Moody's-Aa3 | 2,977.92 | 0.16 |
| Saddleback Valley School Dist 2.4 8/1/2027 | 786318LF0 | 8/10/2022 | 483,509.63 | 500,000.00 | 468,145.00 | 2.400 | 3.408 | 8/1/2027 | 1,309 | Moody's-Aa1 | 5,000.00 | 0.23 |
| San Bernardino Ca Cmnty CLG Dist 1.097 8/1/2026 | 796720PB0 | 8/5/2021 | 250,000.00 | 250,000.00 | 228,805.00 | 1.097 | 1.097 | 8/1/2026 | 944 | Moody's-Aa1 | 1,142.71 | 0.12 |
| San Bernardino City USD 0.984 8/1/2024 | 796711G86 | 10/6/2020 | 335,354.60 | 335,000.00 | 327,335.20 | 0.984 | 0.800 | 8/1/2024 | 214 | Moody's-A1 | 1,373.50 | 0.16 |
| San Bernardino Community College District 2.044 8/ | 796720MG2 | 12/12/2019 | 250,000.00 | 250,000.00 | 245,700.00 | 2.044 | 2.044 | 8/1/2024 | 214 | Moody's-Aa1 | 2,129.17 | 0.12 |
| San Diego Community College Dist 2.407 8/1/2027 | 797272QS3 | 8/8/2022 | 972,373.55 | 1,000,000.00 | 936,520.00 | 2.407 | 3.248 | 8/1/2027 | 1,309 | Moody's-Aa1 | 10,029.17 | 0.46 |
| San Diego Public Facs Fing Auth Wtr Rev 2.003 8/1/ | 79730CJL9 | 8/25/2022 | 473,148.07 | 500,000.00 | 459,295.00 | 2.003 | 3.654 | 8/1/2027 | 1,309 | Moody's-Aa2 | 4,172.92 | 0.23 |
| San Dieguito UHSD 1.94 8/1/2027 | 797508HG6 | 8/15/2022 | 364,588.31 | 385,000.00 | 354,662.00 | 1.940 | 3.567 | 8/1/2027 | 1,309 | Moody's-Aa1 | 3,112.08 | 0.18 |
| San Jose Evergreen Community College Dist 1.908 8/ | 798189PW0 | 10/1/2019 | 250,000.00 | 250,000.00 | 245,577.50 | 1.908 | 1.908 | 8/1/2024 | 214 | Moody's-Aa1 | 1,987.50 | 0.12 |
| Southwestern Community College GO 0.891 8/1/2025 | 845389JH9 | 8/5/2020 | 500,783.33 | 500,000.00 | 470,800.00 | 0.891 | 0.790 | 8/1/2025 | 579 | Moody's-Aa2 | 1,856.25 | 0.23 |
| State of California 3 4/1/2024 | 13063DLZ9 | 4/4/2019 | 500,564.41 | 500,000.00 | 496,985.00 | 3.000 | 2.520 | 4/1/2024 | 92 | Moody's-Aa2 | 3,750.00 | 0.23 |
| University of California 0.985 5/15/2025 | 91412HKZ5 | 3/10/2021 | 500,569.24 | 500,000.00 | 474,190.00 | 0.985 | 0.900 | 5/15/2025 | 501 | Moody's-Aa3 | 629.31 | 0.23 |



Mono County Portfolio Holdings by Security Sector As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book Value | Face Amount/Shares | Market Value | Coupon Rate | YTM @ Cost | Maturity Date | Days To Maturity | Credit Rating 1 | Accrued Interest | % of Portfolio |
|---|--------------|-----------------|----------------------|----------------------|----------------------|--------------|--------------|---------------|------------------|-----------------|------------------|----------------|
| University of California 3.466 5/15/2024-18 | 91412HBL6 | 7/9/2019 | 502,348.15 | 500,000.00 | 496,840.00 | 3.466 | 2.131 | 5/15/2024 | 136 | Moody's-Aa2 | 2,214.39 | 0.23 |
| University of California 3.638 5/15/2024 | 91412GVB8 | 3/8/2021 | 460,177.40 | 455,000.00 | 452,401.95 | 3.638 | 0.550 | 5/15/2024 | 136 | Moody's-Aa2 | 2,115.09 | 0.21 |
| West Contra Costa USD 2.077 8/1/2026 | 9523472G6 | 9/23/2021 | 497,895.96 | 485,000.00 | 456,996.10 | 2.077 | 1.020 | 8/1/2026 | 944 | Moody's-A1 | 4,197.27 | 0.23 |
| Sub Total / Average Municipal Bonds | | | 17,081,177.00 | 17,505,000.00 | 16,544,642.25 | 1.781 | 2.445 | | 791 | | 96,286.70 | 8.13 |
| US Agency | | | | | | | | | | | | |
| FAMC 4.32 7/17/2028 | 31422X4Y5 | 7/17/2023 | 1,000,000.00 | 1,000,000.00 | 1,011,860.00 | 4.320 | 4.320 | 7/17/2028 | 1,660 | None | 19,680.00 | 0.46 |
| FAMC 4.92 11/1/2028 | 31424WBJ0 | 11/1/2023 | 1,000,000.00 | 1,000,000.00 | 1,036,210.00 | 4.920 | 4.920 | 11/1/2028 | 1,767 | None | 8,200.00 | 0.46 |
| FFCB 0.33 4/5/2024-22 | 3133EMVD1 | 4/5/2021 | 999,868.61 | 1,000,000.00 | 986,740.00 | 0.330 | 0.380 | 4/5/2024 | 96 | Moody's-Aaa | 788.33 | 0.46 |
| FFCB 0.52 10/14/2025-21 | 3133EMCP5 | 10/14/2020 | 999,552.98 | 1,000,000.00 | 931,830.00 | 0.520 | 0.545 | 10/14/2025 | 653 | Moody's-Aaa | 1,112.22 | 0.46 |
| FFCB 0.53 10/22/2025-21 | 3133EMEC2 | 11/6/2020 | 999,270.02 | 1,000,000.00 | 928,060.00 | 0.530 | 0.571 | 10/22/2025 | 661 | Moody's-Aaa | 1,015.83 | 0.46 |
| FFCB 0.68 6/10/2025-22 | 3133ELH80 | 6/26/2020 | 1,000,000.00 | 1,000,000.00 | 945,120.00 | 0.680 | 0.680 | 6/10/2025 | 527 | Moody's-Aaa | 396.67 | 0.46 |
| FFCB 0.77 7/20/2027 | 3133ELV92 | 10/18/2023 | 864,708.99 | 1,000,000.00 | 891,870.00 | 0.770 | 4.993 | 7/20/2027 | 1,297 | Moody's-Aaa | 3,443.61 | 0.46 |
| FFCB 1.27 11/16/2026-23 | 3133ENEF3 | 11/16/2021 | 1,000,000.00 | 1,000,000.00 | 917,220.00 | 1.270 | 1.270 | 11/16/2026 | 1,051 | Moody's-Aaa | 1,587.50 | 0.46 |
| FFCB 1.32 6/1/2026 | 3133ENG8C | 12/1/2021 | 1,000,000.00 | 1,000,000.00 | 934,800.00 | 1.320 | 1.320 | 6/1/2026 | 883 | Moody's-Aaa | 1,100.00 | 0.46 |
| FFCB 1.5 10/16/2024 | 3133EK3B0 | 10/18/2019 | 998,531.73 | 1,000,000.00 | 973,310.00 | 1.500 | 1.694 | 10/16/2024 | 290 | Moody's-Aaa | 3,125.00 | 0.46 |
| FFCB 2.18 2/16/2027-24 | 3133ENPB0 | 2/16/2022 | 1,000,000.00 | 1,000,000.00 | 933,180.00 | 2.180 | 2.180 | 2/16/2027 | 1,143 | Moody's-Aaa | 8,175.00 | 0.46 |
| FFCB 2.875 4/26/2027 | 3133ENV9D | 4/26/2022 | 995,287.40 | 1,000,000.00 | 963,470.00 | 2.875 | 3.029 | 4/26/2027 | 1,212 | Moody's-Aaa | 5,190.97 | 0.46 |
| FFCB 3.05 7/19/2027 | 3133ENB33 | 7/19/2022 | 1,000,000.00 | 1,000,000.00 | 967,230.00 | 3.050 | 3.050 | 7/19/2027 | 1,296 | Moody's-Aaa | 13,725.00 | 0.46 |
| FFCB 3.17 1/26/2024 | 3133EJM48 | 2/4/2019 | 1,000,336.89 | 1,000,000.00 | 998,520.00 | 3.170 | 2.662 | 1/26/2024 | 26 | Moody's-Aaa | 13,648.61 | 0.46 |
| FFCB 3.25 7/17/2028 | 3133EPQD0 | 7/17/2023 | 998,391.79 | 1,000,000.00 | 1,009,200.00 | 3.250 | 3.289 | 7/17/2028 | 1,660 | Moody's-Aaa | 14,805.56 | 0.46 |
| FFCB 3.33 4/12/2027-23 | 3133ENUH1 | 4/12/2022 | 1,000,000.00 | 1,000,000.00 | 973,990.00 | 3.330 | 3.330 | 4/12/2027 | 1,198 | Moody's-Aaa | 7,307.50 | 0.46 |
| FFCB 3.5 4/12/2028 | 3133EPFU4 | 4/12/2023 | 991,011.49 | 1,000,000.00 | 979,430.00 | 3.500 | 3.732 | 4/12/2028 | 1,564 | Moody's-Aaa | 7,680.56 | 0.46 |
| FFCB 3.625 5/3/2028 | 3133EPHT5 | 5/3/2023 | 995,436.73 | 1,000,000.00 | 984,410.00 | 3.625 | 3.741 | 5/3/2028 | 1,585 | Moody's-Aaa | 5,840.28 | 0.46 |
| FFCB 3.875 2/14/2028 | 3133EPAV7 | 2/15/2023 | 992,540.14 | 1,000,000.00 | 994,260.00 | 3.875 | 4.077 | 2/14/2028 | 1,506 | Moody's-Aaa | 14,746.53 | 0.46 |
| FFCB 4 11/29/2027 | 3133EN3H1 | 11/29/2022 | 997,440.95 | 1,000,000.00 | 998,850.00 | 4.000 | 4.073 | 11/29/2027 | 1,429 | Moody's-Aaa | 3,555.56 | 0.46 |
| FFCB 4.125 10/14/2027 | 3133ENS50 | 10/14/2022 | 996,841.67 | 1,000,000.00 | 1,002,980.00 | 4.125 | 4.218 | 10/14/2027 | 1,383 | Moody's-Aaa | 8,822.92 | 0.46 |
| FFCB 4.25 12/15/2028 | 3133EPN50 | 12/15/2023 | 995,985.47 | 1,000,000.00 | 1,014,500.00 | 4.250 | 4.341 | 12/15/2028 | 1,811 | Moody's-Aaa | 1,888.89 | 0.46 |
| FFCB 4.25 8/7/2028 | 3133EPSK2 | 8/7/2023 | 996,071.23 | 1,000,000.00 | 1,009,160.00 | 4.250 | 4.346 | 8/7/2028 | 1,681 | Moody's-Aaa | 17,000.00 | 0.46 |
| FFCB 4.29 5/16/2028-25 | 3133EPJS5 | 5/16/2023 | 1,000,000.00 | 1,000,000.00 | 981,460.00 | 4.290 | 4.290 | 5/16/2028 | 1,598 | Moody's-Aaa | 5,481.67 | 0.46 |
| FFCB 4.625 11/13/2028 | 3133EPC45 | 11/13/2023 | 999,094.43 | 1,000,000.00 | 1,030,970.00 | 4.625 | 4.646 | 11/13/2028 | 1,779 | Moody's-Aaa | 6,166.67 | 0.46 |
| FFCB 4.75 7/8/2026 | 3133EPVP7 | 12/7/2023 | 1,006,441.95 | 1,000,000.00 | 1,013,310.00 | 4.750 | 4.476 | 7/8/2026 | 920 | Moody's-Aaa | 14,909.72 | 0.46 |
| FFCB 5 10/24/2028 | 3133EPZN8 | 10/24/2023 | 1,001,078.31 | 1,000,000.00 | 1,048,660.00 | 5.000 | 4.974 | 10/24/2028 | 1,759 | Moody's-Aaa | 9,305.56 | 0.46 |
| FHLB 0 7/2/2024 | 313384YW3 | 8/18/2023 | 973,626.67 | 1,000,000.00 | 974,390.00 | 0.000 | 5.407 | 7/2/2024 | 184 | Moody's-Aaa | 0.00 | 0.46 |
| FHLB 0.5 1/26/2026-21 | 3130AKMD5 | 1/26/2021 | 999,483.86 | 1,000,000.00 | 924,680.00 | 0.500 | 0.525 | 1/26/2026 | 757 | Moody's-Aaa | 2,152.78 | 0.46 |
| FHLB 0.51 11/18/2024-22 | 3130ANFJ4 | 8/18/2021 | 1,000,000.00 | 1,000,000.00 | 961,830.00 | 0.510 | 0.510 | 11/18/2024 | 323 | Moody's-Aaa | 609.17 | 0.46 |
| FHLB 0.6 1/28/2026-21 | 3130AKPC4 | 1/28/2021 | 1,000,000.00 | 1,000,000.00 | 926,440.00 | 0.600 | 0.600 | 1/28/2026 | 759 | Moody's-Aaa | 2,550.00 | 0.46 |
| FHLB 0.7 3/24/2025-21 | 3130ALN34 | 3/24/2021 | 1,000,000.00 | 1,000,000.00 | 956,800.00 | 0.700 | 0.700 | 3/24/2025 | 449 | Moody's-Aaa | 1,886.11 | 0.46 |
| FHLB 1.05 4/15/2026-21 | 3130ALU51 | 4/15/2021 | 1,000,000.00 | 1,000,000.00 | 928,980.00 | 1.050 | 1.050 | 4/15/2026 | 836 | Moody's-Aaa | 2,216.67 | 0.46 |
| FHLB 1.05 7/29/2026-24 | 3130ANCA6 | 7/29/2021 | 1,000,000.00 | 1,000,000.00 | 920,340.00 | 1.050 | 1.050 | 7/29/2026 | 941 | Moody's-Aaa | 4,433.33 | 0.46 |
| FHLB 1.15 12/10/2024-22 | 3130AQ3F8 | 4/18/2022 | 985,907.45 | 1,000,000.00 | 965,970.00 | 1.150 | 2.708 | 12/10/2024 | 345 | Moody's-Aaa | 670.83 | 0.46 |
| FHLB 1.15 4/29/2026-21 | 3130ALXJ8 | 4/29/2021 | 1,000,000.00 | 1,000,000.00 | 930,010.00 | 1.150 | 1.150 | 4/29/2026 | 850 | Moody's-Aaa | 1,980.56 | 0.46 |
| FHLB 1.375 10/28/2026-22 | 3130APL78 | 10/28/2021 | 1,000,000.00 | 1,000,000.00 | 921,790.00 | 1.375 | 1.375 | 10/28/2026 | 1,032 | Moody's-Aaa | 2,406.25 | 0.46 |
| FHLB 1.54 1/25/2027-23 | 3130AQHZ9 | 1/25/2022 | 1,000,000.00 | 1,000,000.00 | 923,440.00 | 1.540 | 1.540 | 1/25/2027 | 1,121 | Moody's-Aaa | 6,673.33 | 0.46 |
| FHLB 1.6 1/27/2027-23 | 3130AQKF9 | 1/27/2022 | 1,000,000.00 | 1,000,000.00 | 925,020.00 | 1.600 | 1.600 | 1/27/2027 | 1,123 | Moody's-Aaa | 6,844.44 | 0.46 |
| FHLB 1.875 3/8/2024 | 3130A7PH2 | 10/27/2021 | 1,002,326.24 | 1,000,000.00 | 993,550.00 | 1.875 | 0.615 | 3/8/2024 | 68 | Moody's-Aaa | 5,885.42 | 0.46 |
| FHLB 2.875 6/13/2025 | 3130ASR35 | 7/21/2020 | 780,864.28 | 755,000.00 | 738,390.00 | 2.875 | 0.483 | 6/13/2025 | 530 | Moody's-Aaa | 1,085.31 | 0.35 |
| FHLB 3.75 4/6/2028 | 3130AVL91 | 4/18/2023 | 995,991.26 | 1,000,000.00 | 994,050.00 | 3.750 | 3.854 | 4/6/2028 | 1,558 | Moody's-Aaa | 8,854.17 | 0.46 |



Mono County Portfolio Holdings by Security Sector As of December 31, 2023

| Description | CUSIP/Ticker | Settlement Date | Book Value | Face Amount/Shares | Market Value | Coupon Rate | YTM @ Cost | Maturity Date | Days To Maturity | Credit Rating 1 | Accrued Interest | % of Portfolio |
|--|--------------|-----------------|-----------------------|-----------------------|-----------------------|--------------|--------------|---------------|------------------|-----------------|-------------------|----------------|
| FHLB 4 5/26/2027-22 | 3130ARYA3 | 5/26/2022 | 1,000,000.00 | 1,000,000.00 | 980,460.00 | 4.000 | 4.000 | 5/26/2027 | 1,242 | Moody's-Aaa | 3,888.89 | 0.46 |
| FHLB 4.375 9/8/2028 | 3130AWTR1 | 9/8/2023 | 996,587.13 | 1,000,000.00 | 1,018,440.00 | 4.375 | 4.455 | 9/8/2028 | 1,713 | Moody's-Aaa | 17,864.58 | 0.46 |
| FHLB 4.5 7/26/2027-24 | 3130ASLA5 | 7/26/2022 | 1,000,000.00 | 1,000,000.00 | 1,000,190.00 | 4.500 | 4.500 | 7/26/2027 | 1,303 | Moody's-Aaa | 19,375.00 | 0.46 |
| FHLB 4.75 3/8/2024 | 3130ATUQ8 | 11/30/2022 | 999,873.97 | 1,000,000.00 | 998,860.00 | 4.750 | 4.823 | 3/8/2024 | 68 | Moody's-Aaa | 14,909.72 | 0.46 |
| FHLB 5 2/28/2028-25 | 3130AV2P6 | 2/28/2023 | 1,000,000.00 | 1,000,000.00 | 994,290.00 | 5.000 | 5.000 | 2/28/2028 | 1,520 | Moody's-Aaa | 17,083.33 | 0.46 |
| FHLB 5 7/7/2028-25 | 3130AWJZ4 | 7/7/2023 | 1,000,000.00 | 1,000,000.00 | 996,510.00 | 5.000 | 5.000 | 7/7/2028 | 1,650 | Moody's-Aaa | 24,166.67 | 0.46 |
| FHLB Step 1/26/2026-23 | 3130AQJ20 | 2/11/2022 | 891,121.88 | 900,000.00 | 855,459.00 | 1.750 | 1.998 | 1/26/2026 | 757 | Moody's-Aaa | 6,781.25 | 0.42 |
| FHLMC 0.375 7/21/2025 | 3137EAEU9 | 10/13/2023 | 930,180.77 | 1,000,000.00 | 939,730.00 | 0.375 | 5.126 | 7/21/2025 | 568 | Moody's-Aaa | 1,666.67 | 0.46 |
| FHLMC 0.53 10/28/2025-22 | 3134GWYZ3 | 10/28/2020 | 1,000,000.00 | 1,000,000.00 | 930,530.00 | 0.530 | 0.530 | 10/28/2025 | 667 | Moody's-Aaa | 927.50 | 0.46 |
| FHLMC 0.57 10/8/2025-21 | 3134GWY26 | 10/8/2020 | 1,000,000.00 | 1,000,000.00 | 933,250.00 | 0.570 | 0.570 | 10/8/2025 | 647 | Moody's-Aaa | 1,314.17 | 0.46 |
| FHLMC 0.6 7/22/2025-22 | 3134GV5V6 | 7/22/2020 | 1,000,000.00 | 1,000,000.00 | 941,930.00 | 0.600 | 0.600 | 7/22/2025 | 569 | Moody's-Aaa | 2,650.00 | 0.46 |
| FHLMC 3.55 7/26/2024-23 | 3134GXG40 | 7/29/2022 | 1,000,000.00 | 1,000,000.00 | 991,190.00 | 3.550 | 3.550 | 7/26/2024 | 208 | Moody's-Aaa | 15,284.72 | 0.46 |
| FNMA 0.55 1/28/2026-21 | 3135G06R9 | 1/28/2021 | 1,000,000.00 | 1,000,000.00 | 925,460.00 | 0.550 | 0.550 | 1/28/2026 | 759 | Moody's-Aaa | 2,337.50 | 0.46 |
| FNMA 0.625 7/14/2025-22 | 3136G4YL1 | 7/14/2020 | 1,000,000.00 | 1,000,000.00 | 944,380.00 | 0.625 | 0.625 | 7/14/2025 | 561 | Moody's-Aaa | 2,899.31 | 0.46 |
| FNMA 0.7 7/24/2025-22 | 3136G4YE7 | 7/24/2020 | 1,000,000.00 | 1,000,000.00 | 944,520.00 | 0.700 | 0.700 | 7/24/2025 | 571 | Moody's-Aaa | 3,052.78 | 0.46 |
| FNMA 0.74 6/30/2025-21 | 3136G4XZ1 | 6/30/2020 | 795,000.00 | 795,000.00 | 753,246.60 | 0.740 | 0.740 | 6/30/2025 | 547 | Moody's-Aaa | 0.00 | 0.37 |
| FNMA 1.75 7/2/2024 | 3135G0V75 | 12/21/2023 | 983,060.62 | 1,000,000.00 | 983,320.00 | 1.750 | 5.205 | 7/2/2024 | 184 | Moody's-Aaa | 8,701.39 | 0.46 |
| Sub Total / Average US Agency | | | 58,161,914.91 | 58,450,000.00 | 56,578,045.60 | 2.367 | 2.666 | | 967 | | 389,852.01 | 27.16 |
| US Treasury | | | | | | | | | | | | |
| T-Note 0.375 12/31/2025 | 91282CBC4 | 10/22/2021 | 986,517.56 | 1,000,000.00 | 926,760.00 | 0.375 | 1.066 | 12/31/2025 | 731 | Moody's-Aaa | 0.00 | 0.46 |
| T-Note 0.375 7/15/2024 | 91282CCL3 | 10/16/2023 | 973,616.07 | 1,000,000.00 | 975,230.00 | 0.375 | 5.433 | 7/15/2024 | 197 | Moody's-Aaa | 1,722.15 | 0.46 |
| T-Note 0.375 7/15/2024 | 91282CCL3 | 12/7/2023 | 974,650.74 | 1,000,000.00 | 975,230.00 | 0.375 | 5.202 | 7/15/2024 | 197 | Moody's-Aaa | 1,722.15 | 0.46 |
| T-Note 0.5 2/28/2026 | 91282CBQ3 | 3/1/2021 | 993,461.94 | 1,000,000.00 | 924,100.00 | 0.500 | 0.809 | 2/28/2026 | 790 | Moody's-Aaa | 1,675.82 | 0.46 |
| T-Note 0.5 4/30/2027 | 912828ZN3 | 5/3/2022 | 923,187.05 | 1,000,000.00 | 892,620.00 | 0.500 | 3.001 | 4/30/2027 | 1,216 | Moody's-Aaa | 837.91 | 0.46 |
| T-Note 0.75 5/31/2026 | 91282CCF6 | 6/4/2021 | 998,111.11 | 1,000,000.00 | 923,090.00 | 0.750 | 0.830 | 5/31/2026 | 882 | Moody's-Aaa | 635.25 | 0.46 |
| T-Note 1.125 10/31/2026 | 91282CDG3 | 11/2/2021 | 997,805.62 | 1,000,000.00 | 922,770.00 | 1.125 | 1.205 | 10/31/2026 | 1,035 | Moody's-Aaa | 1,885.30 | 0.46 |
| T-Note 1.125 10/31/2026 | 91282CDG3 | 11/15/2021 | 997,321.06 | 1,000,000.00 | 922,770.00 | 1.125 | 1.223 | 10/31/2026 | 1,035 | Moody's-Aaa | 1,885.30 | 0.46 |
| T-Note 1.5 1/31/2027 | 912828Z78 | 1/31/2022 | 995,178.16 | 1,000,000.00 | 928,240.00 | 1.500 | 1.664 | 1/31/2027 | 1,127 | Moody's-Aaa | 6,236.41 | 0.46 |
| T-Note 1.5 9/30/2024 | 912828YH7 | 3/23/2022 | 994,567.18 | 1,000,000.00 | 974,880.00 | 1.500 | 2.250 | 9/30/2024 | 274 | Moody's-Aaa | 3,770.49 | 0.46 |
| T-Note 1.625 9/30/2026 | 912828YG9 | 9/30/2021 | 1,017,418.62 | 1,000,000.00 | 937,580.00 | 1.625 | 0.974 | 9/30/2026 | 1,004 | Moody's-Aaa | 4,084.70 | 0.46 |
| T-Note 1.75 6/30/2024 | 9128286Z8 | 4/7/2022 | 995,952.45 | 1,000,000.00 | 983,320.00 | 1.750 | 2.590 | 6/30/2024 | 182 | Moody's-Aaa | 0.00 | 0.46 |
| T-Note 2 11/15/2026 | 912828U24 | 11/15/2021 | 1,021,945.38 | 1,000,000.00 | 945,390.00 | 2.000 | 1.211 | 11/15/2026 | 1,050 | Moody's-Aaa | 2,527.47 | 0.46 |
| T-Note 2.125 3/31/2024 | 912828W71 | 4/19/2022 | 999,210.14 | 1,000,000.00 | 992,030.00 | 2.125 | 2.452 | 3/31/2024 | 91 | Moody's-Aaa | 5,341.53 | 0.46 |
| T-Note 3.125 8/15/2025 | 91282CFE6 | 1/3/2023 | 982,050.88 | 1,000,000.00 | 980,080.00 | 3.125 | 4.304 | 8/15/2025 | 593 | Moody's-Aaa | 11,718.75 | 0.46 |
| T-Note 4.125 7/31/2028 | 91282CHQ7 | 8/2/2023 | 995,700.34 | 1,000,000.00 | 1,010,310.00 | 4.125 | 4.230 | 7/31/2028 | 1,674 | Moody's-Aaa | 17,150.14 | 0.46 |
| T-Note 4.125 7/31/2028 | 91282CHQ7 | 12/11/2023 | 993,978.20 | 1,000,000.00 | 1,010,310.00 | 4.125 | 4.270 | 7/31/2028 | 1,674 | Moody's-Aaa | 17,150.14 | 0.46 |
| T-Note 4.5 7/15/2026 | 91282CHM6 | 9/29/2023 | 991,479.78 | 1,000,000.00 | 1,009,300.00 | 4.500 | 4.860 | 7/15/2026 | 927 | Moody's-Aaa | 20,665.76 | 0.46 |
| Sub Total / Average US Treasury | | | 17,832,152.28 | 18,000,000.00 | 17,234,010.00 | 1.750 | 2.643 | | 816 | | 99,009.27 | 8.36 |
| Total / Average | | | 214,292,111.84 | 215,241,122.06 | 210,610,037.07 | 3.435 | 3.653 | | 541 | | 740,900.05 | 100.00 |



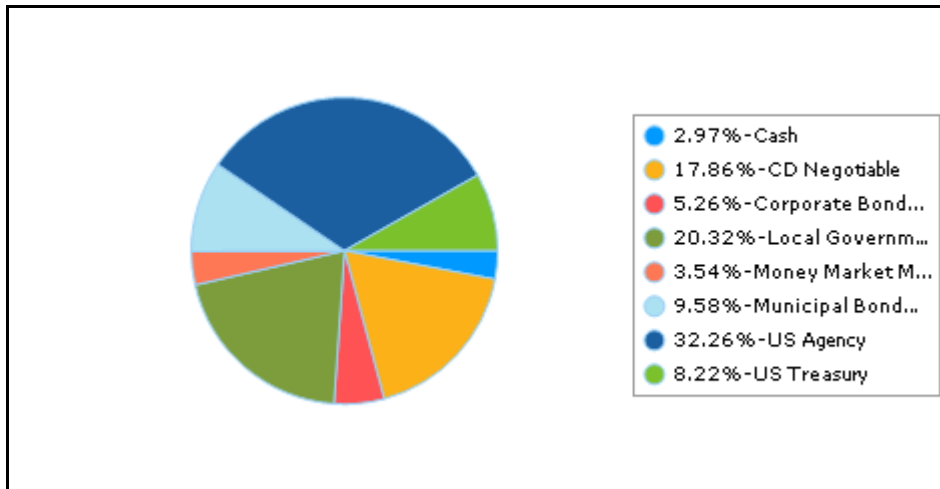
Mono County Distribution by Asset Category - Market Value Investment Portfolio

Begin Date: 9/30/2023, End Date: 12/31/2023

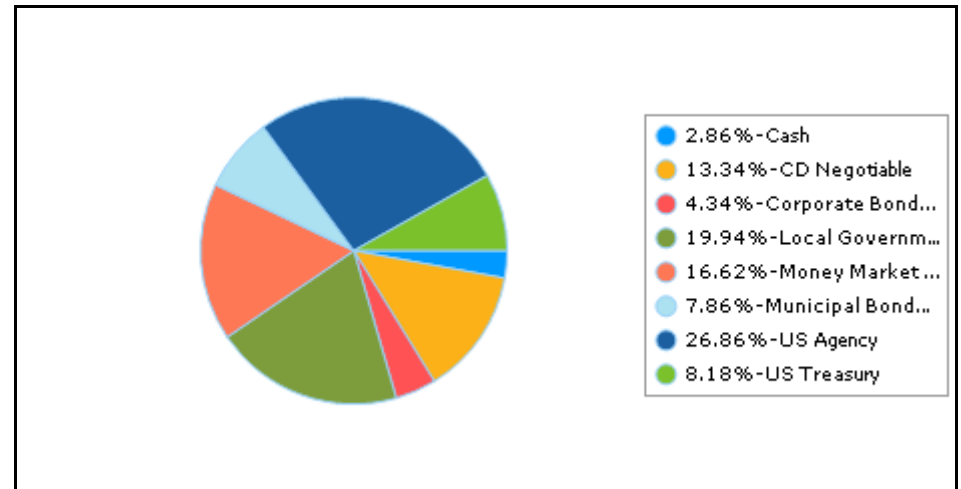
Asset Category Allocation

| Asset Category | Market Value 9/30/2023 | % of Portfolio 9/30/2023 | Market Value 12/31/2023 | % of Portfolio 12/31/2023 |
|-----------------------------------|---------------------------|-----------------------------|----------------------------|------------------------------|
| Cash | 5,041,751.69 | 2.97 | 6,026,387.24 | 2.86 |
| CD Negotiable | 30,307,253.51 | 17.86 | 28,092,548.43 | 13.34 |
| Corporate Bonds | 8,932,220.66 | 5.26 | 9,138,668.73 | 4.34 |
| Local Government Investment Pools | 34,478,230.12 | 20.32 | 41,995,734.82 | 19.94 |
| Money Market Mutual Funds | 6,000,000.00 | 3.54 | 35,000,000.00 | 16.62 |
| Municipal Bonds | 16,254,441.70 | 9.58 | 16,544,642.25 | 7.86 |
| US Agency | 54,742,780.15 | 32.26 | 56,578,045.60 | 26.86 |
| US Treasury | 13,941,970.00 | 8.22 | 17,234,010.00 | 8.18 |
| Total / Average | 169,698,647.83 | 100.00 | 210,610,037.07 | 100.00 |

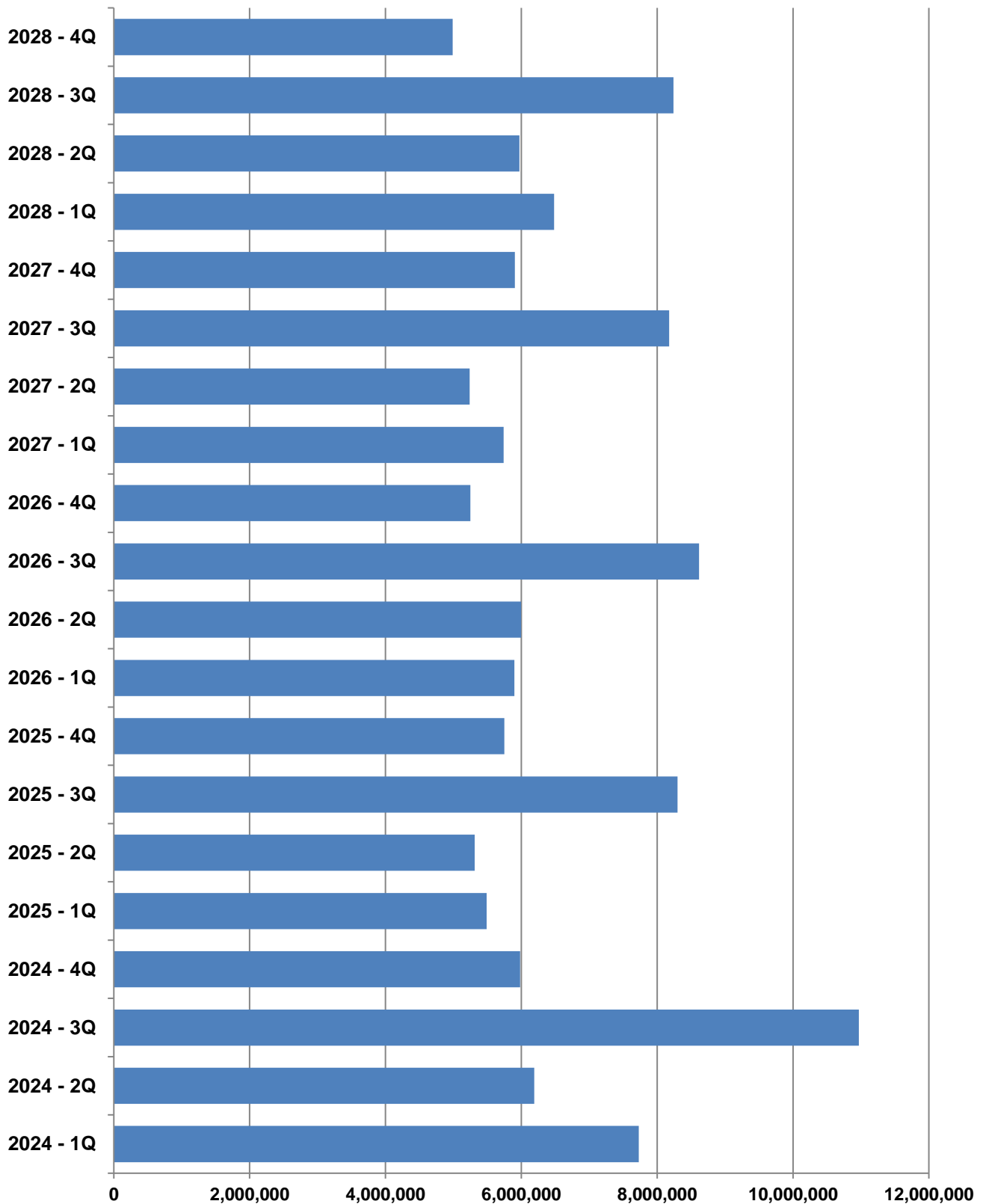
Portfolio Holdings as of 9/30/2023



Portfolio Holdings as of 12/31/2023

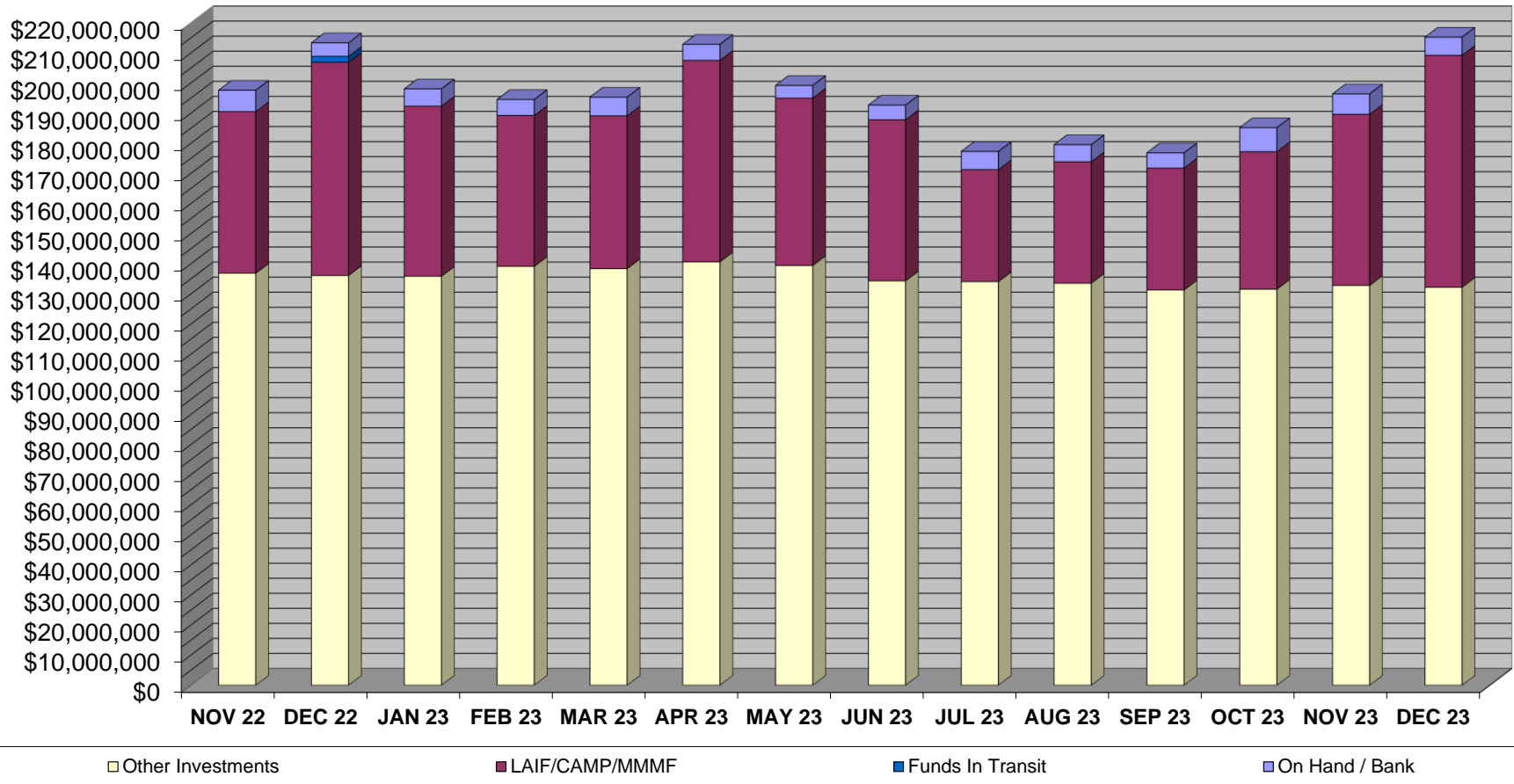


Maturity Distribution As of 12/31/2023



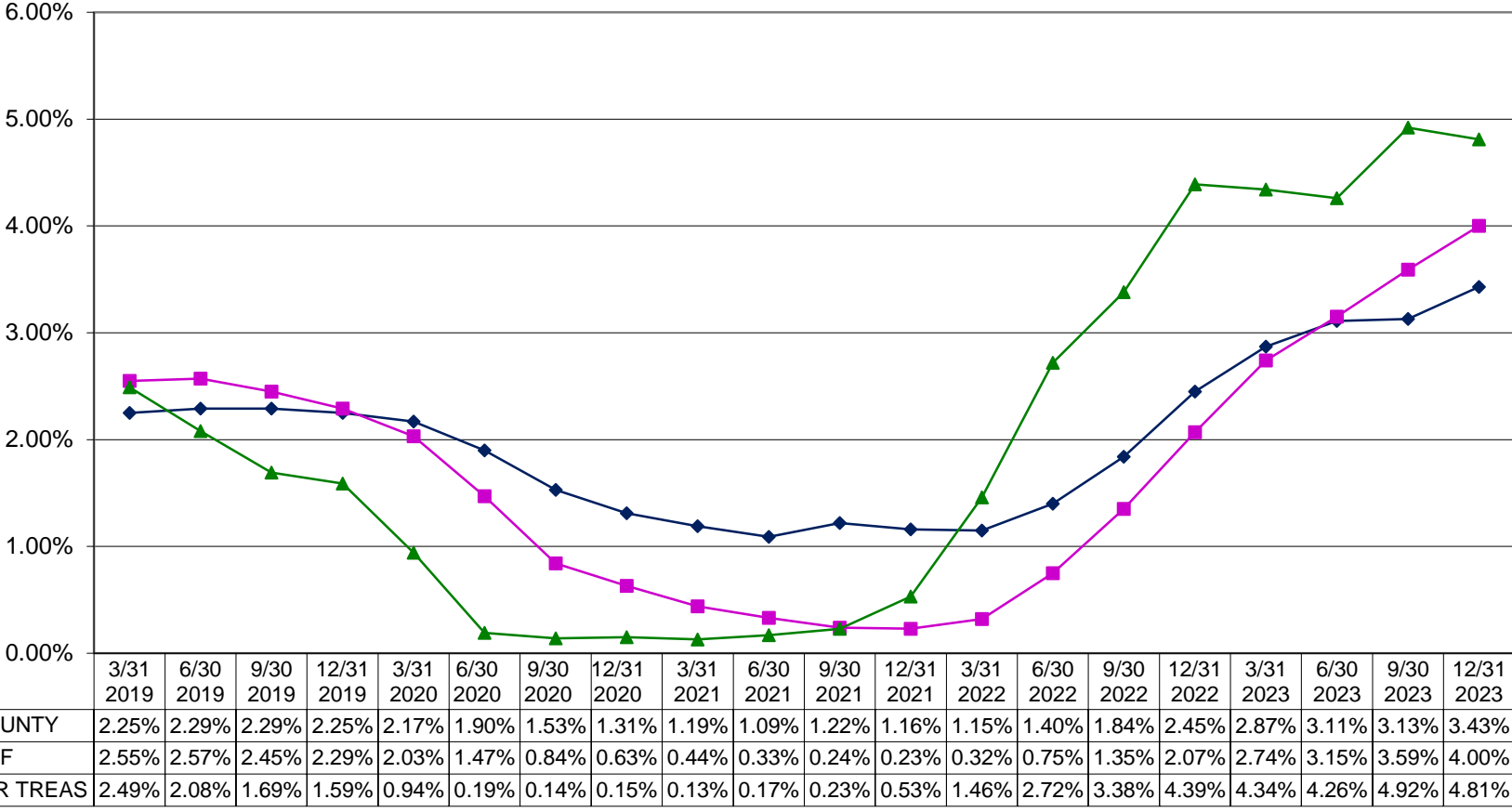
TREASURY CASH BALANCES AS OF THE LAST DAY OF THE MOST RECENT 14 MONTHS

| | NOV 22 | DEC 22 | JAN 23 | FEB 23 | MAR 23 | APR 23 | MAY 23 | JUN 23 | JUL 23 | AUG 23 | SEP 23 | OCT 23 | NOV 23 | DEC 23 |
|-------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| On Hand / Bank | \$7,099,501 | \$4,479,051 | \$5,742,165 | \$5,327,168 | \$6,184,304 | \$5,316,398 | \$4,205,741 | \$4,851,614 | \$6,036,445 | \$5,672,302 | \$5,041,752 | \$7,972,237 | \$6,755,605 | \$6,026,387 |
| Funds In Transit | | \$2,000,000 | | | | | | | | | | | | |
| LAIF/CAMP/MMMF | \$53,623,115 | \$70,763,375 | \$56,448,865 | \$50,086,319 | \$50,737,999 | \$66,910,663 | \$55,580,833 | \$53,492,430 | \$37,170,590 | \$40,324,085 | \$40,478,230 | \$45,644,386 | \$56,807,152 | \$76,995,735 |
| Other Investments | \$136,904,000 | \$136,135,000 | \$135,886,000 | \$139,151,001 | \$138,396,000 | \$140,635,000 | \$139,431,000 | \$134,350,933 | \$134,095,932 | \$133,557,933 | \$131,318,933 | \$131,575,933 | \$132,836,933 | \$132,219,000 |
| TOTAL | \$197,626,616 | \$213,377,426 | \$198,077,030 | \$194,564,488 | \$195,318,303 | \$212,862,061 | \$199,217,574 | \$192,694,977 | \$177,302,967 | \$179,554,320 | \$176,838,915 | \$185,192,556 | \$196,399,690 | \$215,241,122 |

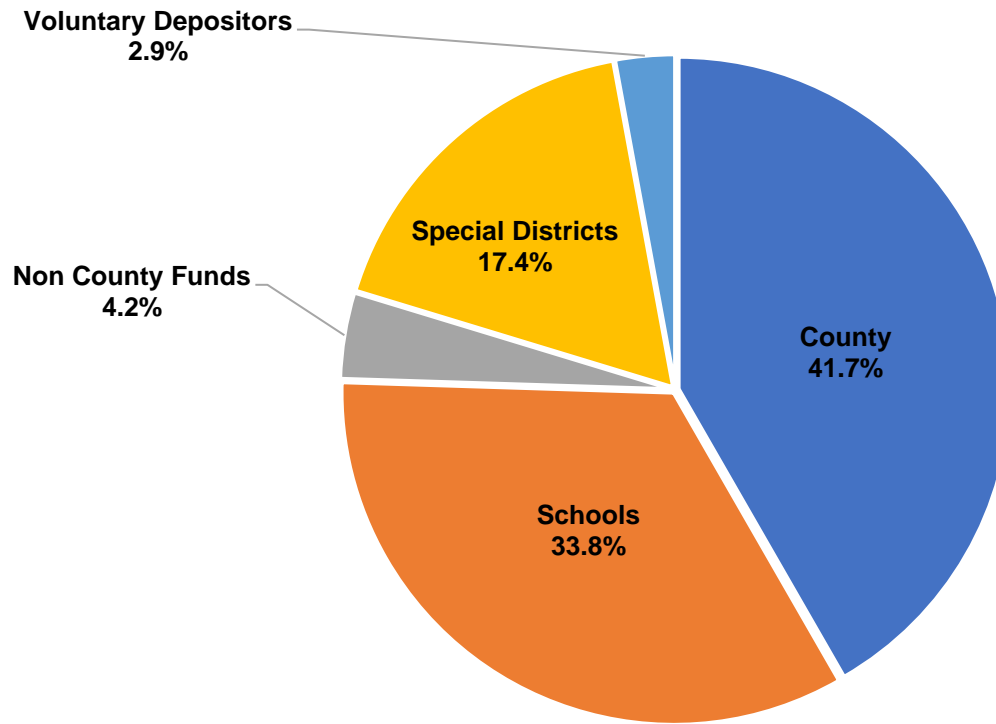


| MATURITIES | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTALS |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------------------|
| Calendar Year 2024 | \$2,739,000.00 | \$1,740,000.00 | \$3,249,000.00 | \$2,492,000.00 | \$1,949,000.00 | \$1,749,000.00 | \$5,996,000.00 | \$3,724,000.00 | \$1,249,000.00 | \$2,494,000.00 | \$2,488,000.00 | \$1,000,000.00 | \$30,869,000.00 |
| Calendar Year 2025 | \$1,249,000.00 | \$1,996,000.00 | \$2,245,000.00 | \$994,000.00 | \$1,770,000.00 | \$2,550,000.00 | \$4,498,000.00 | \$3,300,000.00 | \$500,000.00 | \$4,249,000.00 | \$500,000.00 | \$1,000,000.00 | \$24,851,000.00 |
| Calendar Year 2026 | \$3,900,000.00 | \$1,500,000.00 | \$498,000.00 | \$2,496,000.00 | \$1,500,000.00 | \$2,000,000.00 | \$3,497,000.00 | \$2,645,000.00 | \$2,474,000.00 | \$3,000,000.00 | \$2,248,000.00 | | \$25,758,000.00 |
| Calendar Year 2027 | \$3,000,000.00 | \$2,243,000.00 | \$496,000.00 | \$3,246,000.00 | \$1,492,000.00 | \$500,000.00 | \$3,000,000.00 | \$4,430,000.00 | \$747,000.00 | \$1,000,000.00 | \$3,165,000.00 | \$1,739,000.00 | \$25,058,000.00 |
| Calendar Year 2028 | \$2,752,000.00 | \$2,493,000.00 | \$1,237,000.00 | \$3,232,000.00 | \$2,493,000.00 | \$248,000.00 | \$5,992,000.00 | \$1,248,000.00 | \$1,000,000.00 | \$1,000,000.00 | \$2,988,000.00 | \$1,000,000.00 | \$25,683,000.00 |
| TOTAL | | | | | | | | | | | | | \$132,219,000.00 |

MONO COUNTY TREASURY POOL
 QUARTERLY YIELD COMPARISON



Investment Pool Participants as of 12/31/2023



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 6, 2024

Departments: Board of Supervisors

TIME REQUIRED 25 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Elaine Kabala, ESCOG Executive
Director

SUBJECT Overview of Eastern Sierra Council of
Governments (ESCOG) Activities

AGENDA DESCRIPTION:

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

Overview of the Eastern Sierra Council of Governments (ESCOG) organization and its current projects. The current projects of the ESCOG include: the Eastern Sierra Pace and Scale Accelerator supporting NEPA compliance for the Eastern Sierra Resilient Climate and Communities Project, the Buttermilk Infrastructure and Recreation Planning Initiative, the Towns-to-Trails planning initiative, regional coordination for the Eastern Sierra sub region of the California Jobs First Initiative (formerly Community Economic Resiliency Fund (CERF)), and other regional planning and economic development initiatives.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| <input type="checkbox"/> Staff Report |
| <input type="checkbox"/> Power Point Presentation |

History

Time

Who

Approval

| | | |
|-------------------|------------------------------|-----|
| 1/23/2024 5:14 PM | County Counsel | Yes |
| 1/29/2024 2:52 PM | Finance | Yes |
| 1/30/2024 9:10 AM | County Administrative Office | Yes |



**Eastern Sierra Council of Governments (ESCOG)
Joint Powers Authority Agenda**

STAFF REPORT

To: Honorable Mono County Board of Supervisors
From: Elaine Kabala, Executive Director, Eastern Sierra Council of Governments
Subject: Receive a presentation on ESCOG projects and initiatives
Meeting date: February 6, 2024
Attachments: Power Point Presentation

DISCUSSION:

This update will provide an overview of the ESCOG organization and its current projects. The current projects of the ESCOG include: the Eastern Sierra Pace and Scale Accelerator supporting NEPA compliance for the Eastern Sierra Resilient Climate and Communities Project, the Buttermilk Infrastructure and Recreation Planning Initiative, the Towns-to-Trails planning initiative, regional coordination for the Eastern Sierra subregion of the California Jobs First Initiative (formerly Community Economic Resiliency Fund (CERF)), and other regional planning and economic development initiatives.

RECOMMENDED ACTION:

Informational item. No Action Requested.

Receive a presentation on the current projects and initiatives of the Eastern Sierra Council of Governments (ESCOG).

This presentation will take approximately 15 minutes.

BUDGET IMPACTS:

No impact. The ESCOG is jointly funded by its four member agencies: Inyo County, Mono County, the Town of Mammoth Lakes, and the City of Bishop up to \$25,000 each for fiscal year 2023-2024. The remainder of the ESCOG's budget is grant funded.

Eastern Sierra Council of Governments

Mono County Board of Supervisors

February 6, 2024



ESC O G JPA Formation

- Joint Powers Authority established January 2020
- Each member agency contributes 25% of operating budget
 - Additional budget for staff and operational expenses contingent on grant and contract services revenue
- Staffed through member agencies
- Board comprised of two appointed representatives from each Member Agency
- Quorum constitutes representation from each member agency +1

ESCOG JPA Purpose

II. Purposes

- 2.01 The ESCOG shall continue to be organized to: (1) provide a forum for discussion and study of regional issues of interest to the Member Agencies; (2) identify and plan for the solution of selected regional issues requiring multi-governmental cooperation; (3) facilitate actions and agreements among the Member Agencies for specific project development; (4) conduct other region wide functions as the Members deem appropriate.
- 2.02 In addition to the above, the ESCOG shall be organized to identify funding sources and to apply for and receive funding for the planning and implementation of programs of regional impact or significance, and to implement such programs, upon approval of the governing bodies of each Member Agency.

ESCOG JPA Purpose

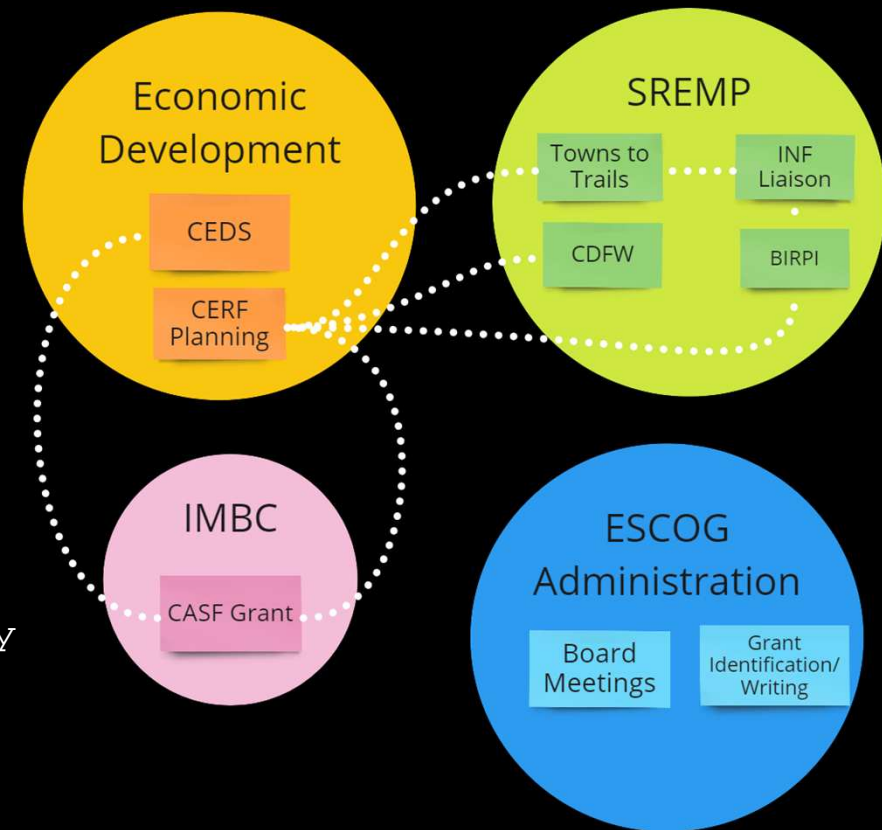
II. Purposes

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- 2.02 In addition to the above, the ESCOG shall be organized to identify funding sources and to apply for and receive funding for the planning and implementation of programs of regional impact or significance, and to implement such programs, upon approval of the governing bodies of each Member Agency.



ESCOG Approved Programs of Work

- Regional coordination
 - Member agencies
 - State agencies & Federal agencies
 - Tribal communities
 - Incubate new initiatives
- Sustainable Recreation and Ecosystem Management Program
 - Eastern Sierra Pace and Scale Accelerator
 - Butte Milk Infrastructure and Recreation Planning Initiative
 - Towns-to-Trails
 - Inyo National Forest Liaison
- Community Economic Resiliency Fund
 - Comprehensive Economic Development Strategy (CEDS)
 - Community Economic Resiliency Fund (CERF)
- Inyo Mono Broadband Coalition
- Grant writing and administration



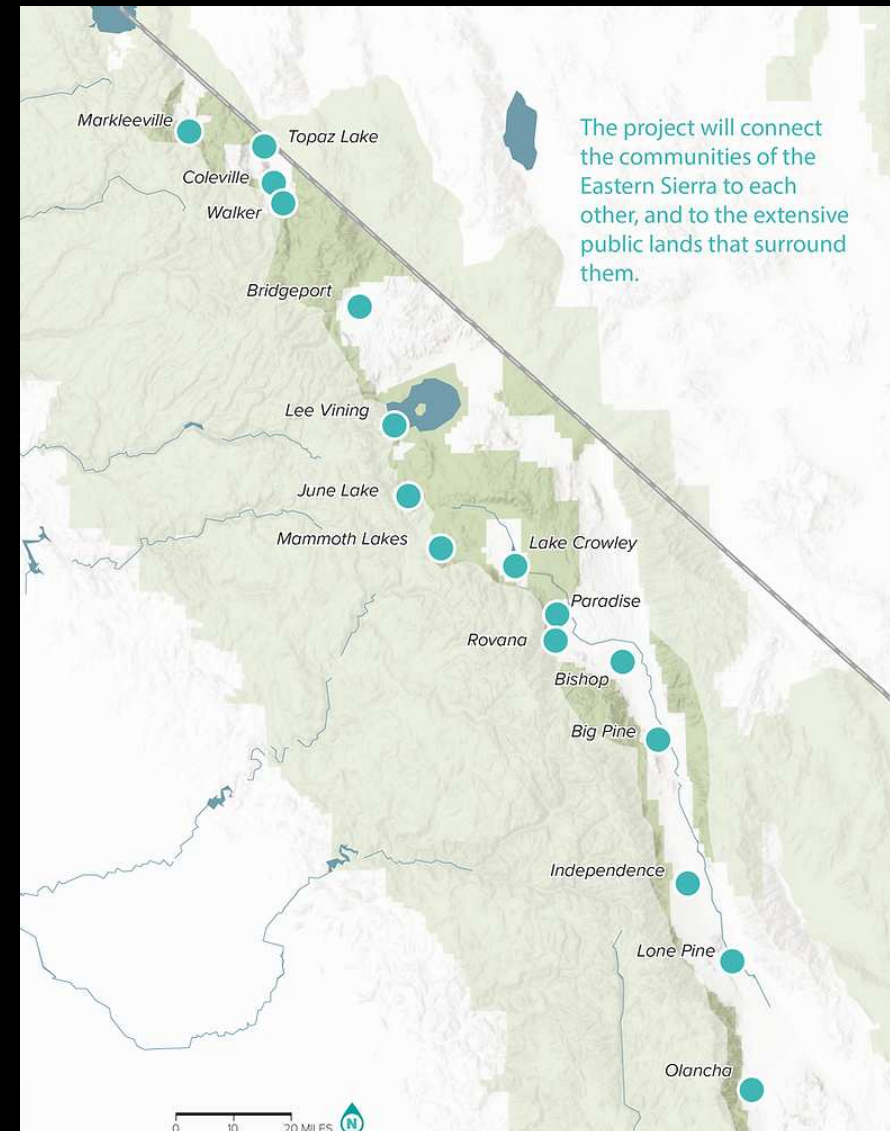
ESC O G Activities: Eastern Sierra Pace and Scale Accelerator

- Increase local capacity for environmental planning in the Eastern Sierra to increase pace and scale of wild fire mitigation projects in the Eastern Sierra
- Pilot project: 56,000 acre Eastern Sierra Communities and Climate Resilience Project
- Funded through a Proposition 1 CDFW Watershed Restoration Grant
- \$3.4 million
- Project completion 2026



ESC O G Activities: Towns-to-Trails Project

- Identify existing trails and infrastructure for the development of a trail network from Olancha to Markleeville
- Intent to support recreation, tourism and economic development by creating connections between gateway communities and recreation destinations
- Built on stakeholder and agency input
- Funded through a Sierra Nevada Conservancy Grant
- \$370,000
- Project completion 2024
- Project identified in the Sustainable Recreation and Tourism Initiative Process



ESC O G Activities:

Buttermilk Infrastructure and Recreation Planning Initiative

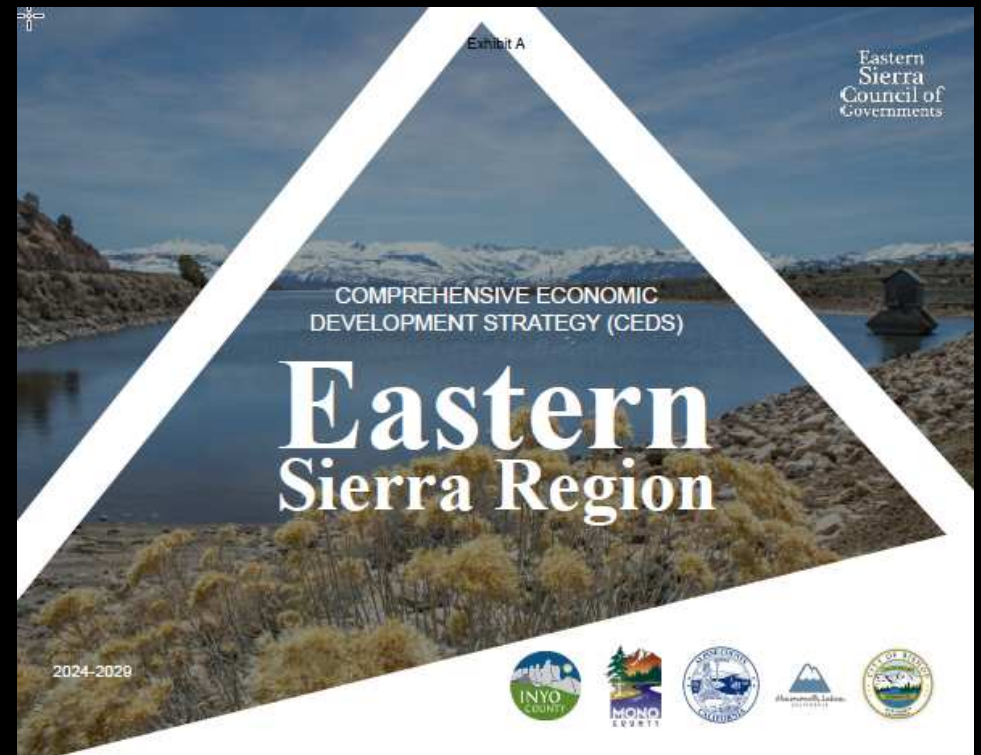
- 2 phase project:
 - Install vault toilet at bouldering area
 - Convene community to identify needs and gaps in recreation infrastructure and management
- Funded through a National Fish and Wildlife Grant
- \$230,000
- Project completion 2023
- Project identified in the Sustainable Recreation and Tourism Initiative Process



ESC O G Activities:

Comprehensive Economic Development Strategy

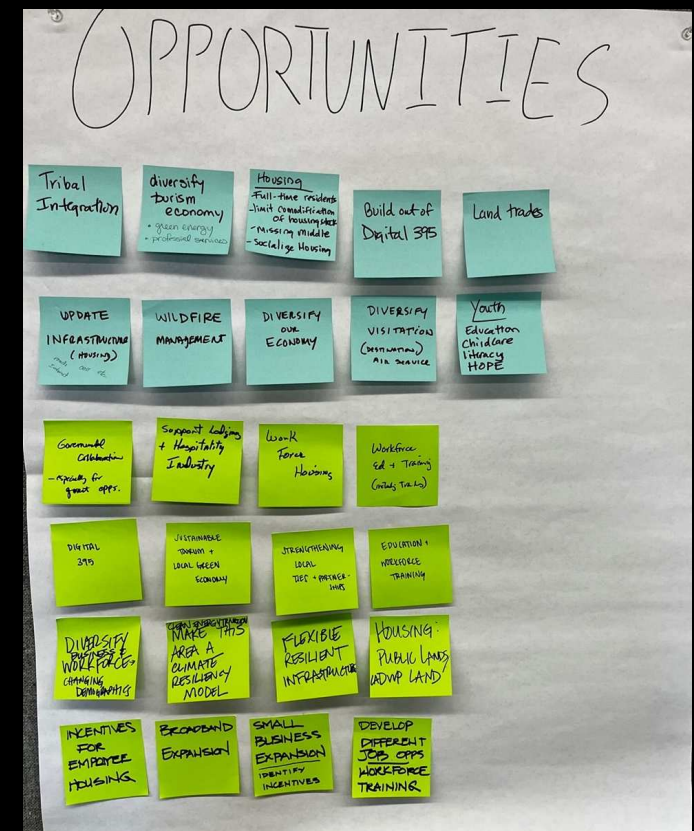
- Regional economic development strategy identifying regional needs and priorities
- ESC O G empowered with ongoing annual reporting on implementation
- 5 year updates required
- Funded by Rural County Representatives of California
- Accepted by the Economic Development Administration (EDA) January 2024
- EDA funding opportunities now available for the Eastern Sierra



ESC O G Activities:

California Job First (formerly CERF)

- California Jobs First Convener Roles
 - Outreach to disinvested communities
 - Project identification that serve region
 - Serve as liaison between regional partners
 - Technical assistance to the Sierra Business Council
- CERF Catalyst Fund Sectors
 - Working Landscapes
 - Sustainable Recreation and Tourism
 - Healthcare
 - Clean Energy
 - Agriculture
- Funding for capacity building through July 2024



ESC O G Activities: Inyo Mono Broadband Coalition (IMBC)

The screenshot displays the homepage of the Eastern Sierra Connected website. At the top left is the logo for 'CONNECTED EASTERN SIERRA'. The navigation menu includes 'HOME', 'GET CONNECTED', 'BROADBAND', 'WORK PLAN', and 'ABOUT'. A blue banner reads 'WELCOME TO THE EASTERN SIERRA'. Below this is the headline 'THE EASTERN SIERRA IS NOW TRULY CONNECTED WITH THE WORLD' followed by a paragraph explaining that internet service is now as good as in metropolitan areas. The main content area features six statistics in a 2x3 grid, each with an icon and a brief description.

| County | Service Status | Percentage | Adoption Rate |
|-------------|----------------|------------|---------------|
| Mono County | Served | 88.6% | 98.7% |
| | Unserved | 11.3% | - |
| Inyo County | Served | 92.6% | 71% |
| | Unserved | 7.4% | - |

88.6% Served
MONO COUNTY: 88.6% of the households in Mono County currently have access to broadband Internet service at speeds of at least 25Mbps / 3Mbps.

11.3% Unserved
MONO COUNTY: 11.3% of the households in Mono County do not have access to broadband Internet service at speeds of at least 25Mbps / 3Mbps.

98.7% Adoption Rate
MONO COUNTY: 98.7% of the households in Mono County that are categorized as served have subscribed to broadband Internet service.

92.6% Served
INYO COUNTY: 92.6% of the households in Inyo County currently

7.4% Unserved
INYO COUNTY: 7.4% of the households in Inyo County do not

71% Adoption Rate
INYO COUNTY: 71% of the households in Inyo County that are

ESC O G Activities:

Grants and other regional opportunities

- Highways-to-Boulevards Caltrans grant
- Mono County Biomass applications
- Comprehensive Economic Development Strategy (CEDS) administration and initiatives

ESC O G Activities: 2024 and beyond

- Deliver current project activities
- Convene regional economic development priorities to implement the CEDS and inform California Jobs First
- Expand capacity
- Develop strategic plan for organization
- Identify regional priorities for future funding coordination and collaboration opportunities
- Identify future funding

Thank you

Elaine Kabala

ekabala@escog.ca.gov

www.escog.ca.gov

760-878-8800



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Clerk of the Board

TIME REQUIRED 5 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Queenie Barnard, Clerk-Recorder-
Registrar

SUBJECT Appointments of Supervisors to
Boards, Commissions, and
Committees for 2024

AGENDA DESCRIPTION:

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

Mono County Supervisors serve on various boards, commissions, and committees for one-year terms that expired on December 31, 2023. Each January, the Board of Supervisors makes appointments for the upcoming year. The Board of Supervisors made appointments for 2024 at the January 9, 2024, meeting. However, due to Supervisor Peters' absence, this item is being brought forward again to make any additional changes.

RECOMMENDED ACTION:

Appoint Supervisors to boards, commissions, and committees for 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / despinosa@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| Click to download |
| 2024 Committee List |
| 2024 Committee List by Supervisor |
| 2024 Volunteer Committee List |

History

Time

Who

Approval

MONO COUNTY BOARD OF SUPERVISORS 2024 BOARD / COMMISSION / COMMITTEE MEMBERSHIP LIST

Date of Appointment: January 9, 2024

Term Expires: December 31, 2024

AIRPORT LAND USE COMMISSION

<https://monocounty.ca.gov/aluc>;

Wendy Sugimura, Mono County Community Development, wsugimura@mono.ca.gov, 760-924-1810

- ✚ John Peters, Supervisor
- ✚ Jennifer Kreitz, Supervisor
- ✚ Lynda Salcido, Supervisor Alternate

BEHAVIORAL HEALTH ADVISORY BOARD

<https://monocounty.ca.gov/behavioral-health/page/advisory-board>;

Amanda Greenberg, Mono County Behavioral Health, agreenberg@mono.ca.gov, 760-924-1740

- ✚ Lynda Salcido, Supervisor
- ✚ Jennifer Kreitz, Supervisor Alternate

CALIFORNIA STATE ASSOCIATION OF COUNTIES (CSAC)

www.csac.counties.org;

Korina Jones, CSAC, kjones@counties.org, 916-327-7500

- ✚ John Peters, Supervisor
- ✚ Jennifer Kreitz, Supervisor Alternate

CENTRAL NEVADA REGIONAL WATER AUTHORITY (CNRWA)

<https://cnrwa.com>;

Jeff Fontaine, Executive Director, ccfontaine@gmail.com, 775-443-7667

- ✚ John Peters, Supervisor

MONO COUNTY CHILDREN AND FAMILIES COMMISSION (FIRST 5)

<https://www.first5mono.org>;

Molly DesBaillets, First 5, mdesbaillets@monocoe.org, 760-924-7626

- ✚ Bob Gardner, Supervisor

MONO COUNTY COLLABORATIVE PLANNING TEAM

<https://monocounty.ca.gov/cpt>;

Heidi Willson, Mono County Community Development, hwillson@mono.ca.gov, 760-924-1804

- ✚ Lynda Salcido, Supervisor
- ✚ Bob Gardner, Supervisor Alternate

COMMUNITY CORRECTIONS PARTNERSHIP

<https://monocounty.ca.gov/probation/page/community-corrections-partnership-ccp>;

Jeff Mills, Mono County Probation Department, jlmills@mono.ca.gov, 760-932-5570

- ✚ Jennifer Kreitz, Supervisor
- ✚ Rhonda Duggan, Supervisor Alternate

EASTERN SIERRA CHILD SUPPORT REGIONAL OVERSIGHT COMMITTEE

<https://www.inyocounty.us/services/eastern-sierra-child-support-services>;

Amy Weurdig, Eastern Sierra Child Support Services Weurdig.amy@inyo.cse.ca.gov, 866-901-3212

Samantha Rottner, Program Manager Rottner.Samantha@inyo.cse.ca.gov

- ✚ Rhonda Duggan, Supervisor (Current Board Chair)

EASTERN SIERRA COMMUNITY HOUSING

<http://eschousing.org/>

Patricia Robertson, Executive Director, patricia@eschousing.org, 760-934-4740

- ✚ Jennifer Kreitz, Supervisor
- ✚ Lynda Salcido, Supervisor Alternate

EASTERN SIERRA COUNCIL OF GOVERNMENTS

<http://escog.ca.gov/>

Elaine Kabala, ESCOG Administrative Services Contractor, ekabala@escog.ca.gov; 323-652-0390

- ✚ Lynda Salcido, Supervisor
- ✚ Bob Gardner, Supervisor
- ✚ Jennifer Kreitz, Supervisor Alternate
- ✚ John Peters, Supervisor Alternate

EASTERN SIERRA TRANSIT AUTHORITY (ESTA)

<https://www.estransit.com/>

Phil Moores, Executive Director, pmoores@estransit.com, 760-872-1901

- ✚ Bob Gardner, Supervisor
- ✚ Rhonda Duggan, Supervisor (through 1/11/2024)
- ✚ Lynda Salcido, Supervisor (effective 1/12/2024)

GREAT BASIN UNIFIED AIR POLLUTION CONTROL DISTRICT

<https://www.gbuapcd.org/>

Tori DeHaven, Clerk of the Board, tdehaven@gbuapcd.com, 760-872-8211

- ✚ Rhonda Duggan, Supervisor
- ✚ Lynda Salcido, Supervisor
- ✚ Bob Gardner, Supervisor Alternate

INTER-AGENCY VISITORS' CENTER BOARD OF DIRECTORS

Julie Hall, Mt. Whitney Ranger District Julie.hall2@usda.gov 760-876-6200

- ✚ Bob Gardner, Supervisor

JUVENILE JUSTICE COORDINATING COUNCIL

Jeff Mills, Mono County Probation Department, jmills@mono.ca.gov, 760-932-5570

- ✚ Bob Gardner, Supervisor

MONO COUNTY LAW LIBRARY

<https://www.monocolibraries.org/programs/law-library/>

Mono County Library / Law Library 760-934-8670, Mono County Counsel 760-924-1700

- ✚ Rhonda Duggan, Supervisor (Current Board Chair)

LOCAL AGENCY FORMATION COMMISSION (LAFCO)

<https://monocounty.ca.gov/lafco/>

Wendy Sugimura, Mono County Community Development, wsugimura@mono.ca.gov, 760-924-1810

- ✚ Bob Gardner, Supervisor
- ✚ Jennifer Kreitz, Supervisor
- ✚ Rhonda Duggan, Supervisor Alternate

MONO COUNTY LOCAL TRANSPORTATION COMMISSION (LTC)

<https://monocounty.ca.gov/ltc;>

Heidi Willson, Mono County Community Development, hwillson@mono.ca.gov, 760-924-1804

- ✚ John Peters, Supervisor
- ✚ Jennifer Kreitz, Supervisor
- ✚ Rhonda Duggan, Supervisor
- ✚ County Administrative Officer, Alternate

MAMMOTH MOUNTAIN SKI AREA LIAISON COMMITTEE

- ✚ Bob Gardner, Supervisor
- ✚ Lynda Salcido, Supervisor

NATIONAL ASSOCIATION OF COUNTIES (NACo)

[https://www.naco.org/;](https://www.naco.org/) membership@naco.org, 888-407-6226

- ✚ John Peters, Supervisor
- ✚ Jennifer Kreitz, Supervisor Alternate

RURAL COUNTY REPRESENTATIVES OF CALIFORNIA (RCRC) / GOLDEN STATE FINANCE AUTHORITY (GSFA) / GOLDEN STATE CONNECT AUTHORITY (GSCA) / ENVIRONMENTAL SERVICES JOINT POWER AUTHORITY (ESJPA)

[http://www.rcrcnet.org/;](http://www.rcrcnet.org/)

Maggie Chui, RCRC, MChui@rcrcnet.org, 916-447-4806

- ✚ Rhonda Duggan, Supervisor
- ✚ Lynda Salcido, Supervisor Alternate
- ✚ Chad Senior, ESJPA Alternate

SIERRA NEVADA CONSERVANCY

<https://sierranevada.ca.gov>

Matt Driscoll, East Area Representative: Alpine, Inyo, Mono counties, matt.driscoll@sierranevada.ca.gov, 760-636-8296

Tristyn Armstrong, Administrative Officer, tristyn.armstrong@sierranevada.ca.gov, 530-823-4700

- ✚ Jennifer Kreitz, Supervisor
- ✚ John Peters, Supervisor Alternate

TOWN-COUNTY LIAISON COMMITTEE

<https://www.townofmammothlakes.ca.gov/593/Town-Council-Liaison-Committees;>

Angela Plaisted, aplaisted@townofmammothlakes.ca.gov, 760-965-3600

- ✚ Jennifer Kreitz, Supervisor
- ✚ Lynda Salcido, Supervisor
- ✚ County Administrative Officer
- ✚ Rhonda Duggan, Supervisor Alternate

MONO COUNTY TREASURY OVERSIGHT COMMITTEE

<https://monocounty.ca.gov/tax/page/treasury-oversight-committee;>

Mono County Treasurer – Tax Collector, treasurer@mono.ca.gov, 760-932-5480

- ✚ Jennifer Kreitz, Supervisor
- ✚ Bob Gardner, Supervisor Alternate

TRI-VALLEY GROUNDWATER MANAGEMENT DISTRICT

<http://tvgmd.org/>;

Geri Bassett, Board Member/Secretary, secretary@tvgmd.org

✚ Rhonda Duggan, Supervisor (District 2)

YOSEMITE AREA REGIONAL TRANSPORTATION SYSTEM JOINT POWERS AUTHORITY

<https://yarts.com/>;

Jose Perez, Transit Administrative Assistant, jose.perez@mcagov.org, 209-723-3153 ext. 800

Tara Rodríguez, Staff Services Analyst I, tara.rodriguez@mcagov.org, 209-723-3100 ext. 809

Lucia Huerta, Transit Administrative Assistant. lucia.huerta@mcagov.org , 209-723-3100 ext. 500

✚ Bob Gardner, Supervisor

✚ Lynda Salcido, Supervisor

MONO COUNTY BOARD MEMBERS **APPOINTED TO COMMISSIONS & COMMITTEES 2024**

JENNIFER KREITZ – SUPERVISOR DISTRICT #1

Airport Land Use Commission
Behavioral Health Advisory Board - Alternate
California State Association of Counties (CSAC) – Alternate
Community Corrections Partnership
Eastern Sierra Community Housing
Eastern Sierra Council of Governments – Alternate
Local Agency Formation Commission (LAFCO)
Local Transportation Commission, Mono County (LTC)
National Association of Counties – Alternate
Sierra Nevada Conservancy
Town-County Liaison Committee
Treasury Oversight Committee, Mono County

RHONDA DUGGAN – SUPERVISOR DISTRICT #2

Community Corrections Partnership – Alternate
Eastern Sierra Child Support Regional Oversight Committee
Eastern Sierra Transit Authority (ESTA) (through 1/11/2024)
Great Basin Unified Air Pollution Control District
Law Library, Mono County
Local Agency Formation Commission (LAFCO) - Alternate
Local Transportation Commission, Mono County (LTC)
Rural County Representatives of California (RCRC) / GSFA / GSCA / ESJPA
Town-County Liaison Committee – Alternate
Tri-Valley Groundwater Management District

BOB GARDNER – SUPERVISOR DISTRICT #3

Children and Families Commission (First 5), Mono County
Collaborative Planning Team, Mono County – Alternate
Eastern Sierra Council of Governments
Eastern Sierra Transit Authority (ESTA)
Great Basin Unified Air Pollution Control District – Alternate
Inter-Agency Visitor's Center Board of Directors
Juvenile Justice Coordinating Council
Local Agency Formation Commission (LAFCO)
Mammoth Mountain Ski Area Liaison Committee
Treasury Oversight Committee, Mono County – Alternate
Yosemite Area Regional Transportation System Joint Powers Authority (YARTS)

JOHN PETERS – SUPERVISOR DISTRICT #4

Airport Land Use Commission
California State Association of Counties (CSAC)
Central Nevada Regional Water Authority (CNRWA)
Eastern Sierra Council of Governments – Alternate
Local Transportation Commission, Mono County (LTC)
National Association of Counties (NACo)
Sierra Nevada Conservancy - Alternate

LYNDA SALCIDO – SUPERVISOR DISTRICT #5

Airport Land Use Commission - Alternate
Behavioral Health Advisory Board
Collaborative Planning Team, Mono County
Eastern Sierra Community Housing – Alternate
Eastern Sierra Council of Governments
Eastern Sierra Transit Authority (ESTA) (effective 1/12/2024)
Great Basin Unified Air Pollution Control District
Mammoth Mountain Ski Area Liaison Committee
Rural County Representatives of California (RCRC) / GSFA / GSCA / ESJPA –
Alternate
Town-County Liaison Committee
Yosemite Area Regional Transportation System Joint Powers Authority (YARTS)

**MONO COUNTY BOARD OF SUPERVISORS
2024 BOARD / COMMISSION / COMMITTEE
VOLUNTEER / UNOFFICIAL MEMBERSHIP LIST**

CALIFORNIA COALITION FOR RURAL HOUSING

<https://www.calruralhousing.org/>;

info@calruralhousing.org, 916-443-4448

 Jennifer Kreitz, Supervisor

CONTINUUM OF CARE COUNCIL

<https://www.easternsierracoc.org/>;

Inyo Mono Advocates for Community Action, Inc. (IMACA), info@imaca.net, 760-873-8557


 Jennifer Kreitz, Supervisor

EASTERN SIERRA AREA AGENCY ON AGING

<https://www.inyocounty.us/services/health-human-services/aging-social-services/esaaa-advisory-council>

760-873-3305

 John Peters, Supervisor


 Rhonda Duggan, Supervisor

EASTERN SIERRA SUSTAINABLE RECREATION PARTNERSHIP

<https://www.essrp.org/>;

info@essrp.org


 Bob Gardner, Supervisor

 Lynda Salcido, Supervisor


INYO MONO ADVOCATES FOR COMMUNITY ACTION (IMACA)

<https://www.imaca.net/>;

Inyo Mono Advocates for Community Action, Inc. (IMACA), info@imaca.net, 760-873-8557

 John Peters, Supervisor

 Jennifer Kreitz, Supervisor

 Vacant, Supervisor Alternate

**LOS ANGELES DEPARTMENT OF WATER AND POWER BOARD OF
COMMISSIONS LIAISON**

<https://www.ladwpccommission.com/>

(213) 367-1356

 Bob Gardner, Supervisor



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Elections

TIME REQUIRED 15 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Queenie Barnard, Clerk-Recorder-
Registrar

SUBJECT Election Education Series Part 3:
Voting In Person at a Poll Place vs
Voting by Mail

AGENDA DESCRIPTION:

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

In anticipation of the upcoming March 5, 2024, Presidential Primary Election, the Mono County Registrar will be presenting a four-part Election Education Series to the Board of Supervisors and public. Part 3 of the series will review Voting In Person at a Poll Place vs Voting by Mail.

RECOMMENDED ACTION:

None, informational only. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Queenie Barnard

PHONE/EMAIL: 7609325534 / qbarnard@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
| Click to download |
| Staff Report |
| Presentation |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/22/2024 3:35 PM | County Counsel | Yes |
| 1/3/2024 2:45 PM | Finance | Yes |

1/30/2024 9:05 AM

County Administrative Office

Yes



**CLERK – RECORDER – REGISTRAR
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF MONO**

P.O. BOX 237, BRIDGEPORT, CALIFORNIA 93517 • (760) 932-5530

ClerkRecorder@mono.ca.gov • Elections@mono.ca.gov • BOS@mono.ca.gov

February 6, 2024

To: Honorable Chair and Members of the Board of Supervisors

From: Queenie Barnard, Clerk-Recorder-Registrar

Re: Election Education Series Part 3

Discussion:

In anticipation of the upcoming March 5, 2024 Presidential Primary Election, the Elections Office will be presenting a four-part Election Education Series to the Board of Supervisors and public between January-February 2024.

| | | |
|----------------------------------|-------------------|--|
| Election Education Series Part 1 | January 9, 2024 | Voter Registration and Primary Election Voting |
| Election Education Series Part 2 | January 16, 2024 | Election Technology, Security, and Observers |
| Election Education Series Part 3 | February 6, 2024 | Voting In Person at a Poll Place vs Voting by Mail |
| Election Education Series Part 4 | February 20, 2024 | Results, Canvass/Certification, Recounts, and Fraud Prevention |

Please contact me if you have any questions. Thank you.

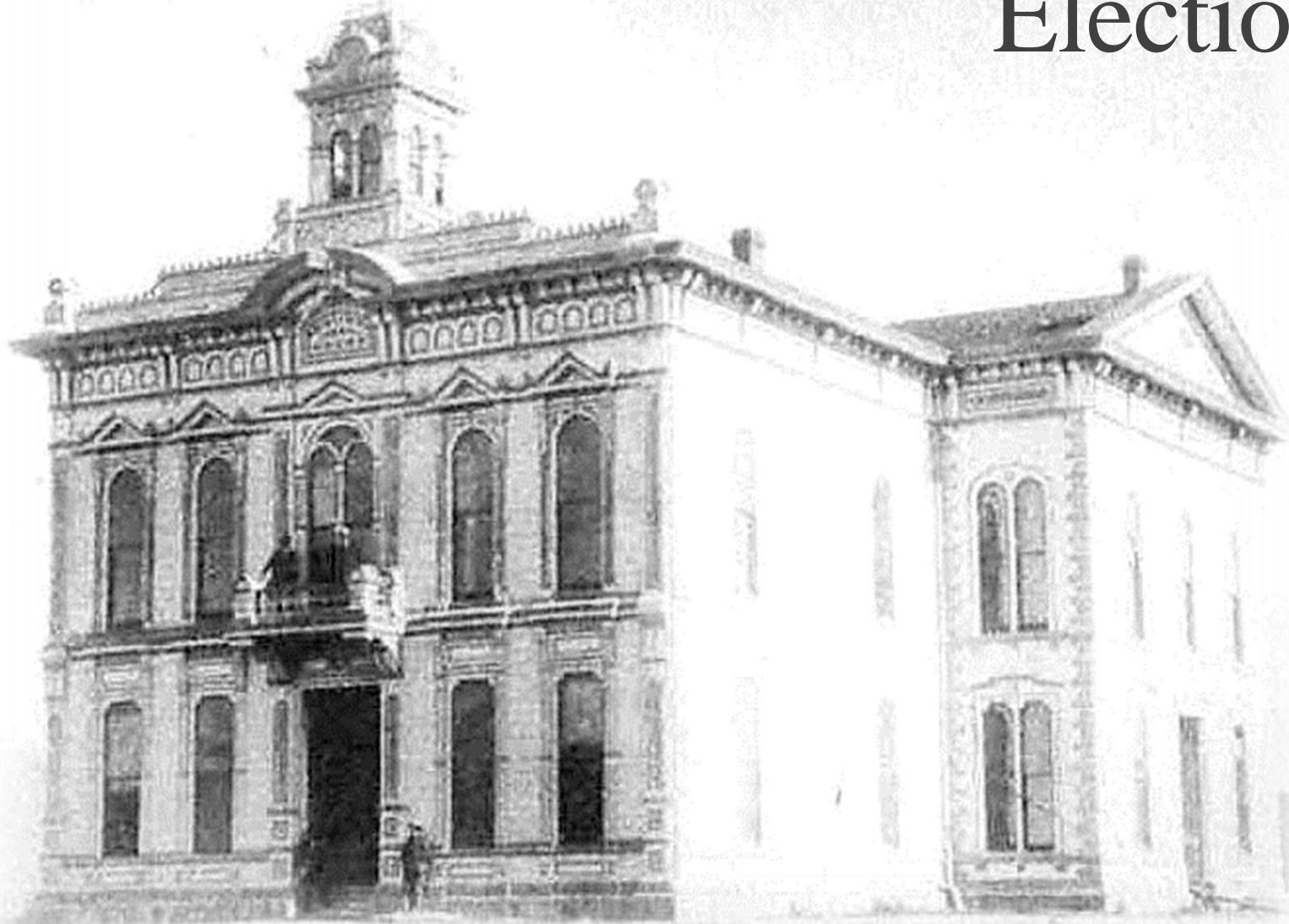
Queenie Barnard
Clerk-Recorder-Registrar
760-932-5534
qbarnard@mono.ca.gov

Election Education Series

Part 3

Voting In Person at a Poll Place
vs Voting by Mail

February 6, 2024



Election Education Series

| | | |
|----------------------------------|-------------------|--|
| Election Education Series Part 1 | January 9, 2024 | Voter Registration and Primary Election Voting |
| Election Education Series Part 2 | January 16, 2024 | Election Technology, Security, and Observers |
| Election Education Series Part 3 | February 6, 2024 | Voting In Person at a Poll Place vs Voting by Mail |
| Election Education Series Part 4 | February 20, 2024 | Results, Canvass/Certification, Recounts, and Fraud Prevention |

March 5, 2024, Presidential Primary Election

February 5, 2024: Ballots are mailed to every registered voter

February 6, 2024: Ballot drop boxes are opened throughout the State of California

March 5, 2024: Election Day (Polls Open 7 AM - 8 PM)

March 22, 2024: Registrar of Voters to certify election results

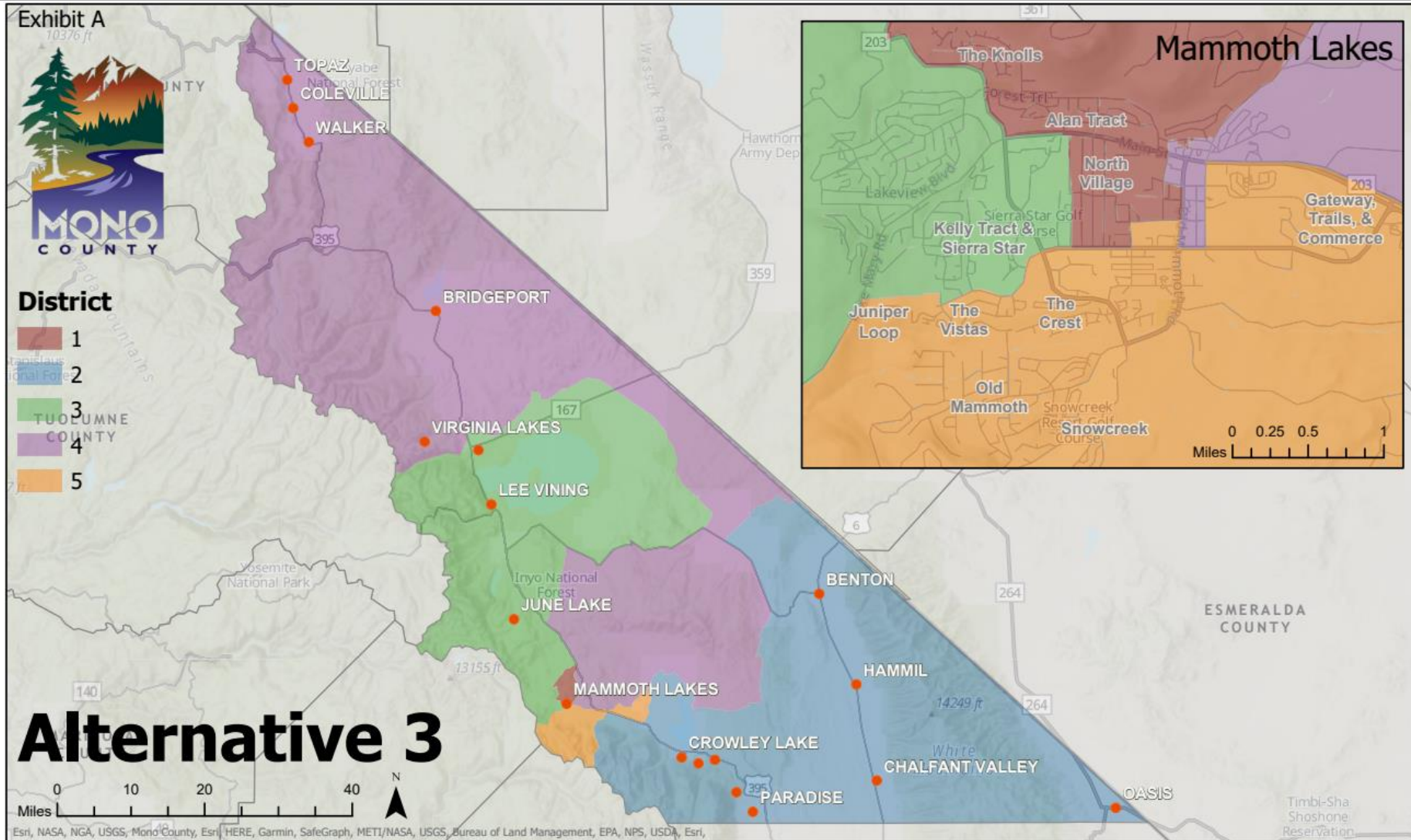


March 5, 2024, Presidential Primary Election

| Polling Place Location | | Voting Precinct |
|--|--|--|
| All Poll Places are open Election Day 7 am to 8 pm | | |
| Walker Community Center 442 Mule Deer Dr., Walker, CA 96107 | | 01 - Antelope |
| Bridgeport Memorial Hall 73 School St., Bridgeport, CA 93517 | | 03 - Bridgeport |
| Chalfant Community Center 123 Valley Rd., Chalfant Valley, CA 93514 | | 04 - Tri-Valley |
| June Lake Community Center 90 W. Granite Ave., June Lake, CA 93529 | | 05 - June Lake |
| Crowley Lake Community Center 58 Pearson Rd., Crowley Lake, CA 93546 | | 07 - Long Valley |
| Mammoth Lakes High School 365 Sierra Park Dr., Mammoth Lakes, CA 93546 | | 08 - Mammoth Meadow 09 - Mammoth Minaret 10 - Mammoth Pinecrest 12 - Mammoth View 13 - Old Mammoth |
| Ballot Drop Box Locations (open 02/06/2024) | | |
| All Ballot Boxes are open 24 hours a day and are locked at 8 pm on Election Day | | |
| 442 Mule Deer Dr., Walker, CA 96107 | | 73 School St., Bridgeport, CA 93517 |
| 123 Valley Rd., Chalfant Valley, CA 93514 | | 90 W. Granite Ave., June Lake, CA 93529 |
| 58 Pearson Rd., Crowley Lake, CA 93546 | | 1290 Tavern Rd., Mammoth Lakes, CA 93546 |
| Mono County Elections | | |
| Ballots can be delivered to this office Mon - Fri 8 am - 5 pm, or Election Day 7 am - 8 pm | | |

74 School St., Annex I, Bridgeport, CA 93517
Elections: 760-932-5537 Main: 760-932-5530

March 5, 2024, Presidential Primary Election



Vote-by-Mail Ballot Return Options



Vote-by-Mail Ballot Return Options:

1. By mail using your yellow Postage Prepaid Return Envelope.
2. In person at the Mono County Elections office.
3. Drop off in one of six ballot drop boxes located throughout the County, or any drop box in the State of California.
4. Drop off at any polling place or vote center within the State of California.



Vote Early! Ballots must be postmarked by Election Day and received by our office no later than 7 days after Election Day.

How Often are Ballots Picked Up from Drop Boxes?

Ballots are retrieved from six secure drop boxes located throughout Mono County in teams of two.

On Election Day, Poll workers collect ballots from drop boxes at 8:00 PM and lock the slot door.

Current Schedule (subject to change):

- Friday, February 9, 2024
- Thursday, February 15, 2024
- Wednesday, February 21, 2024
- Monday, February 26, 2024
- Wednesday, February 28, 2024
- Friday, March 1, 2024
- Sunday, March 3, 2024
- Monday, March 4, 2024
- Tuesday, March 5, 2024

Vote-by-Mail Ballot Reminders

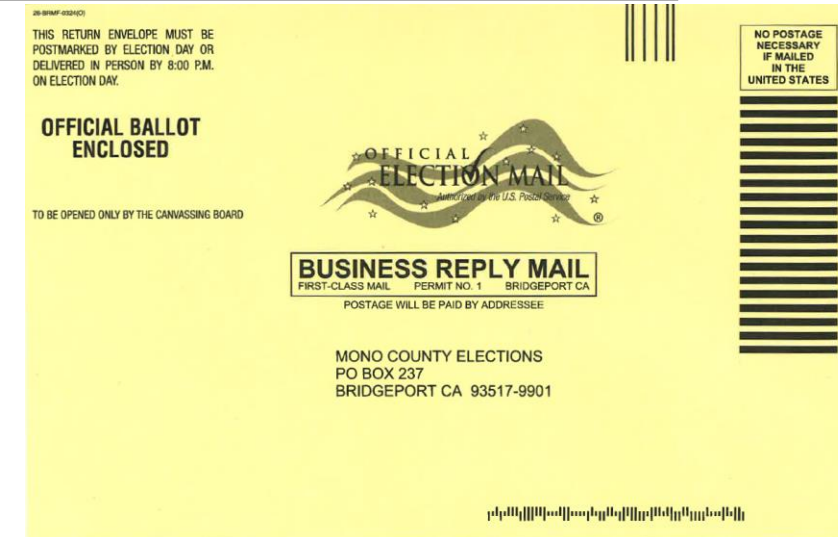
Before You Return Your Vote-by-Mail Ballot:

1. Your ballot must be in the yellow return envelope provided with your ballot.
2. Sign your return envelope and print your residential address. A signature is required in order for your ballot to be counted.

Any Voter may request a Remote Accessible Vote by Mail Ballot (RAVBM).

The RAVBM Ballot is emailed to the voter to download, print, fill out by pen, and mail back to the Mono County Elections office to be counted.

Sign up to track your Vote-by-Mail Ballot on “Where’s My Ballot”: WheresMyBallot.sos.ca.gov



26-BRMF-0224C1

Complete, sign and date all information:
I declare under penalty of perjury of the laws of the State of California that I reside in Mono County in this precinct and I am the person whose name appears on this envelope. I have not and do not intend to apply for a vote by mail ballot from any other jurisdiction for this election.

Signature _____ / / _____ Date
If unable to sign, the voter may mark an "X" on the signature line and have it witnessed by one (1) person.

Residence Address (Not P.O. Box) _____
City _____ Zip Code _____
(Print witness's name) _____ (Signature of Witness) _____ Date _____
In case of the voter's inability to sign personally, the voter's mark shall be witnessed by one (1) person.

If someone is returning the ballot for you, complete the section below: I am unable to return my ballot and hereby authorize the following person to return my ballot.

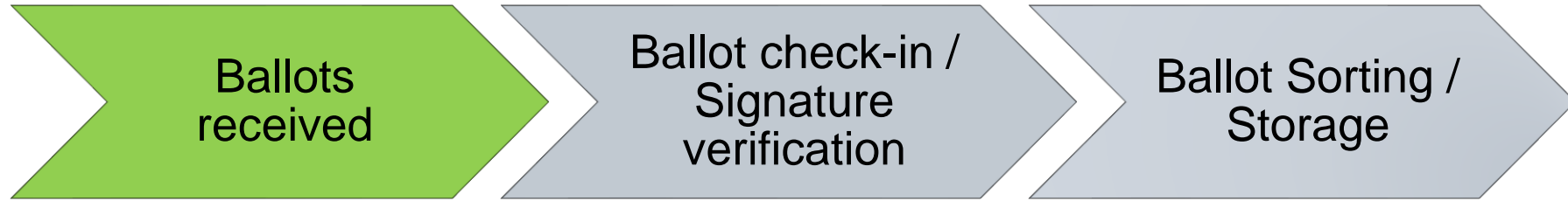
Printed Name and Signature of person returning Ballot: _____

SPOILED
If you have spoiled your ballot and wish to have another sent to you, enclose the spoiled ballot and mark this box.

WARNING: Ballot will not be counted without a signature.
Voting more than once constitutes a crime.

Postmaster: Deliver to address on other side

What Happens When a Vote-by-Mail Ballot is Received?



What Happens When a Vote-by-Mail Ballot is Received?



Enter & Verify

Search by Ballot Issue ID or Voter ID

Reg Number: Reg Date: Ballot Type:

036- 007

Voter's Name: Birth Date:

Mailing Address: Residence Address:

Mammoth Lakes CA 93546 Mammoth Lakes, CA 93546

Print: Precinct Label Ballot Issue ID Label

Messages

PermAV - Permanent Absentee Rcvd Ballot Preference: (none)

Return Information

Ballot Return Status: Return ID:

Good

Challenge Reason:

Return Location:

(none)

Envelope Phone #: Phone # On File:

Envelope Fax #: Fax # On File:

Envelope Email Address:

Ballot Remarks: Auto Generated

Email Address On File:

Regular Pct: 12

Voting Pct: 12

Absentee Pct: 8000012

Remarks: Auto Generated

Request Permanent VBM Status

Request Sample Ballot/VIG Opt Out

Request Signature Update

ID Received

Signature Image on File

Voter Signatures Delete Mode

Household Signatures Select Signature of Record Mode

SIGNATURE OF RECORD from 3/2/2023

Voter ID = 19039, Reg ID = , ACTIVE

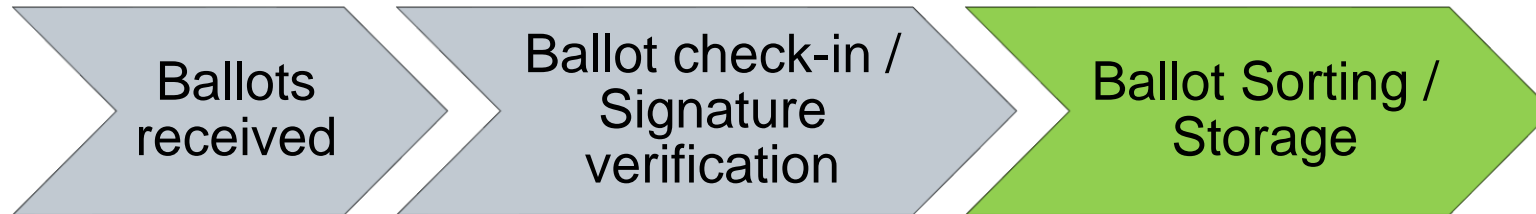
Signature on File from 8/15/2022

Voter ID = 19039, Reg ID = ,

Signature on File from 9/18/2012

Voter ID = 19039, Reg ID = 65BC228389,

What Happens When a Vote-by-Mail Ballot is Received?



Vote-by-Mail Ballot Processing on Election Day

Central Count Ballot Scanner / Tabulator

- Ballots, scanned in batches, are processed based on jurisdictional requirements and preferences.
- Once scanned, ballots meeting certain conditions (e.g. write-in candidate, over vote, etc.) are automatically sent to the Adjudication application for digital ballot review.



Voting in Person at a Poll Place

Voting in Person at a Poll Place:

1. Confirm your polling location:
<https://monocounty.ca.gov/elections/page/mono-county-voting-precincts-polling-places>
2. Vote at your polling location between 7AM-8PM on Election Day.



What Happens to a Ballot Cast at a Polling Place?



After Polls have closed at 8:00 PM on Election Day:

- County IT / Elections Staff shut down voting machines.
- Ballots and CompactFlash memory cards are collected from each voting machine.
- Ballot Transport Teams of two transport Ballots and CompactFlash memory cards from each polling location to the Election Office in Bridgeport.

Results & Tally Reporting

- Initial results will be available after 8:00 PM on Election Day and posted on the Election Results page.
- These semi-official results will include Vote-by-Mail ballots received by March 4, 2024 and Bridgeport Polling Place results.
- Results will be updated as additional polling place ballots are delivered to our office throughout the evening.
- Results will continue to be updated daily as Vote-by-Mail ballots are received and processed.

The screenshot displays the 'Election Summary Report' interface. The main window shows a summary report for Monroe County, FL, dated August 26, 2014. The report is titled 'Election Summary Report' and is a 'Closed Primary' for 'All Contests, All Districts, All Counting Groups'. The results are 'UNOFFICIAL RESULTS'.

The interface includes a navigation pane on the left with options like 'General', 'Reports', and 'Export'. The main area is divided into several sections:

- Parameters:** Report Title: UNOFFICIAL RESULTS. Standard Title: Report Filters.
- Control Statistics:** Times Cast, Undervotes, Overvotes, Double Votes, Total Votes, Counting Group Totals Only.
- Candidate Statistics:** Cross Entries Totals Only, Results by Name, Ballots Cast, Votes by Name, Votes Cast, Sort Candidates by: Global Order, Votes.
- Filters:** Contests, Districts, Precincts, Polling Location.

The summary table on the right shows the following data:

| REP REPRESENTATIVE IN CONGRESS, DIST. 26 (Vote for 1) | | |
|---|--------|--------------|
| REP | | |
| Records Reported: 33 of 33 (100.00%) | | |
| Times Cast | Total | % |
| 6,144 / 10,541 | 33.20% | |
| Candidates | | |
| Candidate | Party | Total |
| Carlos Curbelo | REP | 2,532 25.40% |
| Ed MacDougall | REP | 3,218 52.12% |
| Josh A. Martinez | REP | 465 7.57% |
| David Rivera | REP | 392 6.38% |
| Ismael Palomares | REP | 322 5.24% |
| Starbuck | REP | 322 5.24% |
| Total Votes | | 5,769 |

| REP GOVERNOR & LT. GOVERNOR (Vote for 1) | | |
|---|--------|--------------|
| REP | | |
| Records Reported: 33 of 33 (100.00%) | | |
| Times Cast | Total | % |
| 6,144 / 10,541 | 33.20% | |
| Candidates | | |
| Candidate | Party | Total |
| Wesley Alvarado-Archives and Not Yet Designated | REP | 326 5.29% |
| Elizabeth Caines-Heard and Not Yet Designated | REP | 778 12.43% |
| Rick Scott and Not Yet Designated | REP | 4,634 74.28% |
| Total Votes | | 5,738 |

| DEM GOVERNOR & LT. GOVERNOR (Vote for 1) | | |
|---|--------|--------------|
| DEM | | |
| Records Reported: 33 of 33 (100.00%) | | |
| Times Cast | Total | % |
| 6,144 / 10,541 | 33.20% | |
| Candidates | | |
| Candidate | Party | Total |
| Wesley Alvarado-Archives and Not Yet Designated | DEM | 326 5.29% |
| Elizabeth Caines-Heard and Not Yet Designated | DEM | 778 12.43% |
| Rick Scott and Not Yet Designated | DEM | 4,634 74.28% |
| Total Votes | | 5,738 |

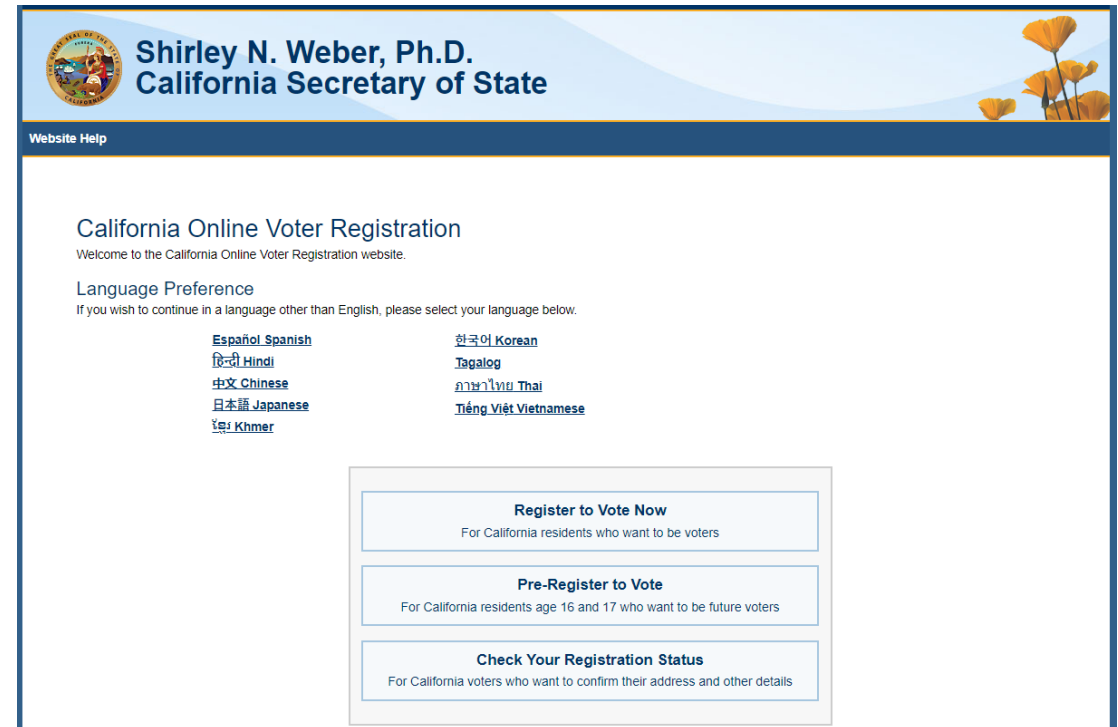
Register to Vote!

Visit registertovote.ca.gov to:

- Register or re-register to vote
- Check your registration status
- 16- and 17-year-olds can Pre-Register to vote

Or contact the Mono County Elections Office to request to have a Voter Registration Card mailed to you.

If you need to register after February 20, 2024, you can do so in person at a polling place or the Mono County Elections Office.



Shirley N. Weber, Ph.D.
California Secretary of State

Website Help

California Online Voter Registration

Welcome to the California Online Voter Registration website.

Language Preference
If you wish to continue in a language other than English, please select your language below.

[Español Spanish](#) [한국어 Korean](#)
[हिन्दी Hindi](#) [Tagalog](#)
[中文 Chinese](#) [ภาษาไทย Thai](#)
[日本語 Japanese](#) [Tiếng Việt Vietnamese](#)
[ខ្មែរ Khmer](#)

Register to Vote Now
For California residents who want to be voters

Pre-Register to Vote
For California residents age 16 and 17 who want to be future voters

Check Your Registration Status
For California voters who want to confirm their address and other details

No Party Preference (NPP) Voters

If No Party Preference (NPP) Voters want to vote for U.S. President, they have TWO options:

1. Request a Crossover Party Ballot from the Mono County Elections Office with presidential candidates from one of the following parties:
 - American Independent Party
 - Democratic Party
 - Libertarian Party
2. To vote for the Green, Peace and Freedom, or Republican parties' presidential candidates, they must re-register with that specific party.

Registered to Vote with a Qualified Political Party?

If you registered with any of the following qualified political parties, you can only vote for that party's presidential candidates:

- American Independent Party
- Democratic Party
- Green Party
- Libertarian Party
- Peace and Freedom Party
- Republican Party

If you want to vote for another party's presidential candidate, you must re-register with that specific party.

Keep Up to Date on Elections!



Visit monocounty.ca.gov/elections for more information.

- Candidates
- Measures
- Voter Information Guides
- Where to Vote
- Ways to Vote
- Election Results
- Frequently Asked Questions (FAQs)
- Subscribe to Election Updates

Questions?

Phone: (760) 932-5537

Email: elections@mono.ca.gov

Website: <https://monocounty.ca.gov/elections>

Office: 74 N. School Street, Bridgeport, CA 93517

Mailing Address: PO Box 237, Bridgeport, CA 93517





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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Clerk of the Board

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Queenie Barnard, Clerk-Recorder-
Registrar

SUBJECT Determination of Public Convenience
or Necessity (PCN) for Alcoholic
Beverages Licenses

AGENDA DESCRIPTION:

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

Letter received by the Department of Alcoholic Beverage Control (ABC) regarding the Public Convenience or Necessity (23958.4 CA Business & Professions Code) Designation of Subordinate Officer or Body.

RECOMMENDED ACTION:

Provide direction to staff regarding whether the Board wishes to: 1. Make its own determinations regarding Public Convenience or Necessity (PCN) for applications for an ABC license; 2. Delegate the authority to make such determinations to a designated staff person; or 3. Decline to make such determinations, in which case the determinations would be made by the Department of Alcoholic Beverage Control.

FISCAL IMPACT:

None.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------|
| Click to download |
| Letter |

History

Time

1/24/2024 2:20 PM

Who

County Counsel

Approval

Yes

1/29/2024 4:37 PM

Finance

Yes

1/30/2024 9:04 AM

County Administrative Office

Yes

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

4800 Stockdale Hwy., Ste. 213
Bakersfield, CA 93301
(661) 395-2731



January 11, 2024

Mono County Board of Supervisors
C/O Clerk of the Board
P.O. Box 715
Bridgeport, CA 93517

RE: Public Convenience or Necessity
23958.4 CA Business & Professions Code
Designation of Subordinate Officer or Body

To Whom It May Concern:

Pursuant to Section 23958 of the California Business and Professions Code (BPC), the Department of Alcoholic Beverage Control (ABC) shall deny an application for a license if issuance would result in or add to an undue concentration of licenses. Section 23958.4 BPC defines what constitutes an "undue concentration" of ABC licenses.

Section 23958.4 further states, with respect to certain license types, e.g., off-sale (types 20,21), public premises (types 42,48), and certain club-type licenses (types 50,51,57), the Department may issue said licenses if the local governing body, or its designated subordinate officer or body, determines that issuance of the license would serve a public convenience or necessity (PCN).

In accordance with the above, the Department of Alcoholic Beverage Control (ABC) is requesting that the local governing body for each jurisdiction complete the applicable section below. With this information the Department will be able to assist our customers with the Public Convenience or Necessity (PCN) process, including but not limited to, which entity to contact for a PCN determination. Please complete one of the below sections and return to the Department of Alcoholic Beverage Control (ABC) so our records may be updated with current information.

- The City Council or Board of Supervisors of the City/County of _____ will make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license.
- The City Council or Board of Supervisors of the City/County of _____ has designated the following subordinate officer or body to make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license.

-
- The City/County of _____ has declined to make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license. Under this circumstance, determinations for Public Convenience or Necessity (PCN) will revert to the Department of Alcoholic Beverage Control (ABC).

Pursuant to Section 23958.4 BPC, if the local governing body, or its designated subordinate officer or body, does not make a determination of Public Convenience or Necessity (PCN) within a period of 90 days, then the authority to make the determination will revert to the Department of Alcoholic Beverage Control (ABC).

Please contact us if you have any questions or concerns.

Sincerely,



Patricia Halpin
Licensing Manager

Enclosure: 23958 & 23958.4 B.P.

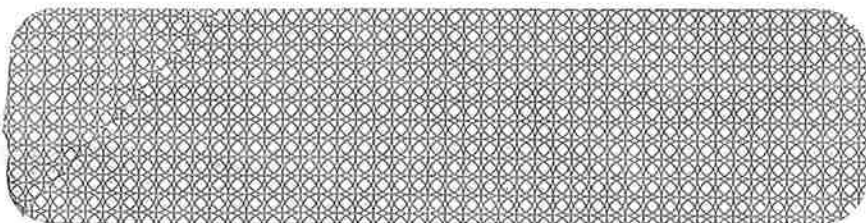
STATE OF CALIFORNIA
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
4800 STOCKDALE HWY., SUITE 213
BAKERSFIELD, CA 93309



RECEIVED

JAN 11 2024

OFFICE OF THE CLERK



921 78715 8006

SANTA CLARITA CA 913

11 JAN 2024 PM 6:1

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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office and County Counsel

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

SUBJECT Ordinance Amending Mono County
Code Section 3.04.030 - Purchasing

AGENDA DESCRIPTION:

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

Proposed ordinance amending subsection A of Mono County Code Section 3.04.030 regarding processes for contracts, purchase orders and invoices.

RECOMMENDED ACTION:

Introduce, read title, and waive further reading of proposed ordinance. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Sandra Moberly or Stacey Simon

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
| Click to download |
| Staff Report |
| Ordinance |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/25/2024 4:31 PM | County Counsel | Yes |
| 1/29/2024 4:35 PM | Finance | Yes |

1/30/2024 9:10 AM

County Administrative Office

Yes

County Counsel
Stacey Simon

Assistant County Counsel
Christopher L. Beck

Deputy County Counsel
Emily R. Fox
Jeff Hughes

Temporary Staff Attorney
Anne L. Frievalt

**OFFICE OF THE
COUNTY COUNSEL**

Mono County

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

Telephone
760-924-1700

Risk Manager
Jay Sloane

Paralegal
Kevin Moss

To: Board of Supervisors

From: Stacey Simon and Sandra Moberly

Date: February 6 and 20, 2024

Re: Ordinance amending Mono County Code Section 3.04.030 related to contracting procedures

Strategic Plan Focus Area(s) Met

A Thriving Economy Safe and Healthy Communities Mandated Function
 Sustainable Public Lands Workforce & Operational Excellence

Discussion

The Board of Supervisors has delegated authority to the County Administrative Officer (CAO) to act as Purchasing Agent for the County pursuant California Government Code sections 25500 et seq. Under the delegated authority, which is found in Mono County Code (MCC) Chapter 3.04, the CAO may enter into contracts for goods or services on behalf of the County in amounts up to the statutory limit established by section 25502.3 (currently \$84,890 annually). Further, the Board has designated County department heads as “Assistant Purchasing Agents”, with authority to approve contracts for goods or services up to \$25,000 total.

As Purchasing Agent, the CAO is also charged with determining the type of documentation required for such purchases, the procedures to be followed, and the specific contract terms to be utilized. (*See* MCC §3.04.025.C.) Under this authority, the CAO has adopted a “Short-Form Contract Policy” and a “Contract Procedures” policy, which were recently codified in the Mono County Administrative Policies and Procedures Manual as policies L-1 and L-2.

Notwithstanding the authority delegated to the CAO to determine these matters, Section 3.04.040.A of the Mono County Code currently requires that: “Contracts for services, and any purchase order or invoice that is not on a standard county form, shall be reviewed and approved by county counsel and risk management prior to execution.” This language has proven difficult to implement – for example, when a department takes a jacket in to be embroidered with a

County logo at an embroidery shop in Mammoth, it is not realistic for the County Counsel and Risk Manager to review the purchase order for the work.

Because the facts of any given transaction should be considered when determining the appropriate level of review, it is proposed that the language requiring County Counsel and Risk Management review of every transaction be stricken from the County Code. In its place, the CAO would implement a policy which provides direction to staff regarding required review, which would allow for exceptions to be made by the Purchasing Agent (the CAO) on a case-by-case basis.

If you have any questions regarding this item, please call or email me at 760-924-1704 or ssimon@mono.ca.gov.



ORDINANCE NO. ORD24-__

**AN ORDINANCE OF THE MONO COUNTY
BOARD OF SUPERVISORS AMENDING SUBSECTION A OF
MONO COUNTY CODE SECTION 3.04.030 REGARDING PROCESSES FOR
CONTRACTS, PURCHASE ORDERS AND INVOICES**

WHEREAS, through adoption of Mono County Code Chapter 3.04, the Board of Supervisors appointed the County Administrative Officer (CAO) Purchasing Agent for the County pursuant to Government Code Sections 25500 et seq., thereby authorizing the CAO to purchase goods or services for the County up to statutory limits; and

WHEREAS, under section 3.04.025, the CAO is also authorized to determine appropriate requirements and procedures for such purchases, including whether and what type of documentation is required and what terms apply; and

WHEREAS, the Board wishes to amend the County Code to affirm and clarify that the CAO, and not the Board, should determine and implement procedures and requirements applicable to the purchase of goods or services for the County which fall within the limits delegated to the CAO by Chapter 3.04;

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

SECTION ONE: The second sentence of Subdivision A of Section 3.04.030 of the Mono County Code is hereby deleted in its entirety.

SECTION TWO: The County Administrator, in consultation with County Counsel and such other departments as deemed necessary, may develop purchasing procedures pursuant to authority granted by Mono County Section 3.04.025, provided they are consistent with Mono County Code Chapter 3.04 and State law. In the event such procedures require, or would benefit from, codification in the Mono County Administrative Policies and Procedures Manual, the CAO may present them to the Board for inclusion in that Manual.

SECTION THREE: If any provision or any part of any provision of this ordinance or the application thereof to any person, property or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or parts of a provision or applications of the ordinance which can be given effect without the invalid provision, part of a provision or application, and to this end, the provisions and the parts of each provision of the ordinance are declared to be severable.

SECTION FOUR: This ordinance shall become effective 30 days from the date of its adoption and final passage, which appears immediately below. The Clerk of the Board of Supervisors shall post this ordinance and also publish it in the manner prescribed by Government

1 Code Section 25124 no later than 15 days after the date of its adoption and final passage. If the
2 Clerk fails to publish this ordinance within said 15-day period, then the ordinance shall not take
effect until 30 days after the date of publication.

3 **PASSED, APPROVED and ADOPTED** this 20th day of February, 2024, by the
4 following vote, to wit:

5 **AYES:**

6 **NOES:**

7 **ABSENT:**

8 **ABSTAIN:**
9

10 _____
John Peters, Chair
Mono County Board of Supervisors

11
12 **ATTEST:**

APPROVED AS TO FORM:

13
14 _____
Clerk of the Board

14 _____
County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Public Works

TIME REQUIRED 10 minutes

PERSONS APPEARING BEFORE THE BOARD Paul Roten, Public Works Director

SUBJECT Mono County Jail Facility - Update

AGENDA DESCRIPTION:

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

Presentation by Public Works Director, Paul Roten regarding the progress in constructing a new Mono County Jail on Twin Lakes Road in Bridgeport.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 7607090427 / proten@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
| Click to download |
| Staff Report |
| Jail Update |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/24/2024 2:20 PM | County Counsel | Yes |
| 1/29/2024 3:27 PM | Finance | Yes |

1/30/2024 9:09 AM

County Administrative Office

Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

Date: February 6, 2024
To: Honorable Chair and Members of the Board of Supervisors
From: Paul Roten, Public Works Director
Re: Mono County Jail Update

Background:

With Senate Bill (SB) 844, Mono County was awarded a \$25,000,000 grant to assist in replacing the Mono County Jail in Bridgeport. The following is a rough overview of the process since that time.

2017 February - The Board selected the option to construct a new facility at the Old Hospital.

2021 February – Mono County established a contract with Lionakis for Architectural Services.

2022 February – Contract with Kitchell for Construction Management Services.

2023 August – Hazardous Material Abatement and Monitoring tasks complete.

2023 June – Received approval from California State Department of Finance to continue design.

2023 September – Site Utility Relocation work began.

2023 September – Lionakis prepared Construction Bid Package for submittal to Fire Marshal

2023 September – State Fire Marshal Plan review began.

2023 October – Test to determine need for Rapid Impaction Compaction

Discussion:

Since Last Update:

2023 December – Plan review with State Fire Marshal.

2023 December – Preparing bid package Establish contract for and begin Site Grading and Compaction process.

2023 December – Building Demolition Complete, Utility work completed.

Upcoming schedule (actual schedule may change due to weather and/or outside agency requirements)

2024 January – continue Site Ground Lease work with Department of General Services and Board of State and Community Corrections.

2024 February – Establish contract for and begin Site Compaction process.

2024 April – begin Site Compaction process (later date if forced by weather)

2024 April – Lionakis to complete construction bid package incorporating comments from Kitchell, County and State Fire Marshall and Kitchell.

2024 May/June – Bid Process to select Construction Contractor.

2024 June – Begin Construction on Mono County Jail.

2025 December – Mono County Sheriff's to begin preparing for move.

2026 April – Jail Construction generally Complete.

2026 June – Inmates move in.

Please contact me at 760-709-0427 if you have any questions regarding this item.

Respectfully submitted,

Paul Roten
Public Works Director

Mono County Jail Update

February 6, 2024





Mono County Jail Update

~~■ Hazardous Material Removal~~

■ **Site Preparation**

■ Present work tasks

■ Project Schedule

■ Next steps

Design update



Looking East

Design update



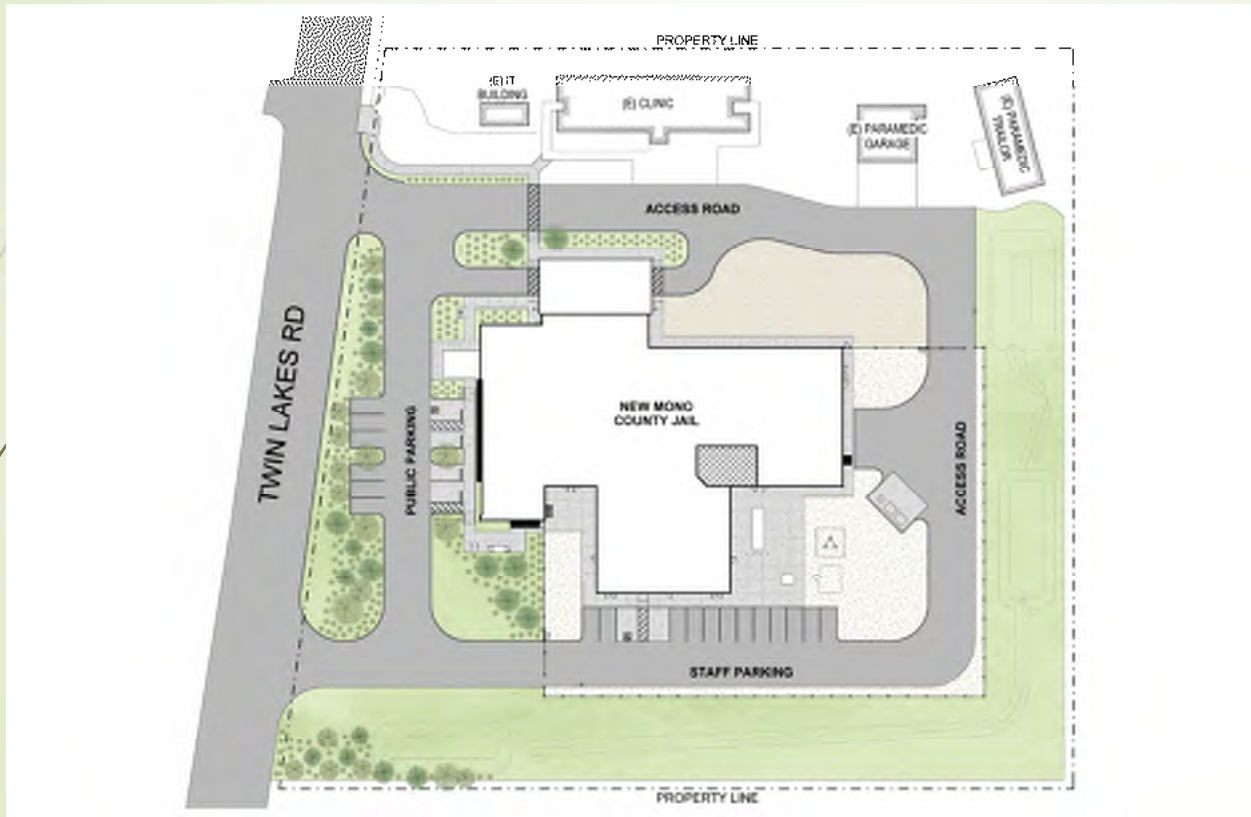
Looking Northeast

Design update



The Fence

Design update



Facility Site Plan

Design update



Public Front/Entry



Design update



Secure/Controlled Access

Design update



Floor Plan



Site Preparation – Old Mono Hospital Site

- ~~Asbestos removal is complete~~
 - ~~Through an operation that took three phases, the hazardous materials at the hospital were removed~~
 - ~~The monitoring efforts have now shown that the site materials are safe for normal disposal processes~~
- ~~Utility Relocation and Demolition~~
 - ~~Provide utilities for new Jail~~
 - ~~Prepare site for the compaction process~~
 - ~~Remove overhead power lines and poles that are in way of new construction~~



Process

State Agencies Involved in Process:

- ▶ Board of State and Community Corrections (BSCC)
- ▶ State Department of General Services (DGS Real Estate Services Branch)
- ▶ Department of Finance (DOF) and State Public Works Board (SPWB)
- ▶ Office of the State Fire Marshal



Process

STATE LEASE REVENUE BOND FINANCING

Cumbersome Process and Deliverables

- ~~Project Establishment~~
- ~~Preliminary Plans (Design Development)~~
- ~~Construction Documents~~
- **Ground Lease and Agreements**
- **Authorization to Bid**
- Bid Tabulation and Approval
- Issuance of Notice to Proceed
- Construction and Closeout



Board of State and Community Corrections Key Milestones

- Project Establishment
 - Established September 15, 2022 (State Public Works action item)
- Preliminary Plans
 - ~~Prior anticipated approval of February 13, 2023 (packaged November 2022)~~
 - ~~Anticipated approval end of April 2023 (current update)~~
- Working Drawings
 - Approvals from agencies and DOF
 - Ground Lease approval
 - DOF approval to Bid
- Bidding
 - Bids and conditional BOS approval
 - DOF issuance of Notice to Construct
- Construction



Next Steps

- ~~■ Approval of Preliminary Plans~~
- Make Site Ready
 - ~~■ HazMat process~~
 - ~~■ Demolition of old Hospital~~
 - Improvement of poor soils
- Review and Approval of Working Drawings
- Execution of Ground Lease
- Bidding
 - Conditional Award
- DOF Approval and Notice to Proceed
- Construction



Questions?



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Behavioral Health

TIME REQUIRED 30 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Robin Roberts, Behavioral Health
Director

SUBJECT Proposition 1 on March 2024 Ballot:
Governor's "Transformation of
Behavioral Health Services"

AGENDA DESCRIPTION:

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

Presentation by Robin K. Roberts, Director of Mono County Behavioral Health, regarding Proposition 1 on March 2024 Ballot: Governor's "Transformation of Behavioral Health Services" and its impacts on Mono County Behavioral Health.

RECOMMENDED ACTION:

None, informational only. Provide any desired direction to staff.

FISCAL IMPACT:

None at this time.

CONTACT NAME: Amanda Greenberg

PHONE/EMAIL: 760-924-1754 / agreenberg@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------------|
| Click to download |
| Staff Report |
| Draft Presentation |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 1/24/2024 2:34 PM | County Counsel | Yes |
| 1/29/2024 4:40 PM | Finance | Yes |

1/30/2024 9:11 AM

County Administrative Office

Yes



MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT

COUNTY OF MONO

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

TO: Mono County Board of Supervisors

FROM: Robin K. Roberts, Mono County Behavioral Health Director

DATE: January 17, 2024

SUBJECT:

Proposition 1 on March 2024 Ballot: Governor's "Transformation of Behavioral Health Services"

DISCUSSION:

In March 2024 California voters will find Proposition 1 on the ballot, as a part of Governor Newsom's "Transformation of Behavioral Health Services" initiative. Proposition 1 proposes to change the funding structure of the Mental Health Services Act, among other initiatives, all of which will affect the way in which Mono County Behavioral Health (MCBH) provides services and programs throughout Mono County. Also attached to Proposition 1 is a bond measure for veteran housing and projects addressing homelessness throughout California.

The Mental Health Services Act (MHSA) is a critical source of funding for MCBH, providing on average \$2,000,000 per year. The most impactful parts of the reform for Mono County's existing MHSA programs will be the re-allocation of funding to new components, which have different requirements than the existing components. Additionally, Proposition 1 includes new reporting requirements that will add administrative burden to our department. It also includes provisions that allow the state to take an additional 5% off the top (approximately \$100,000 for MCBH) before allocating to counties. If Proposition 1 passes, these changes will go into effect July 1, 2026.

According to the Legislative Analyst's Office, "Proposition 1 requires that counties spend more of their MHSA money on housing and personalized support services like employment assistance and education. While counties currently can use MHSA money to pay for these types of services, they are not required under MHSA to spend a particular amount on them now. Counties would continue to provide other mental health services under the proposition, but less MHSA money would be available to them for these other mental health services." (<https://lao.ca.gov/BallotAnalysis/Proposition?number=1&year=2024>)

As the bill now goes to the voters in March 2024, the Department is working with all other counties through the California Behavioral Health Directors' Association (CBHDA) and CalMHSA (California Mental Health Services Authority) to project the impact to MHSA programs. In the

current scenario, the County and its MHSA stakeholders would be faced with finding alternative funding for or eliminating programs which could include:

- Community wellness and prevention programming in Bridgeport, Walker, Crowley, and Mammoth
- Community socials in Bridgeport, June Lake, and Walker
- Foro Latino
- Social media outreach
- Robust workforce development efforts
- Crisis intervention
- Expanded case management/supportive services

Other programs that could be affected include funding for the Walker Senior Center and the Peapod Playgroup Program through First 5 Mono County.

SUBMITTED BY:

Robin K. Roberts, Director, Contact: 760.924.1740

Proposition 1: Governor's "Transformation of Behavioral Health Services"

Discussion and review of Proposition 1 on the March 2024 ballot and its anticipated impact on MHSA-funded services in Mono County.



Brief Review of Current MHSA

- What is the Mental Health Services Act (MHSA)
 - A proposition, passed by voters in 2004
 - Provides money for community-based mental health services
 - Services should be developed based on community input and need
 - MHSA is intended to close the gap in the behavioral health system



Governors' "Transformation of Behavioral Health Services"

- Proposition 1 will be on the March 5, 2024 ballot and includes:
 - A proposal to change the funding structure of the Mental Health Services Act
 - A bond measure for veteran housing and projects addressing homelessness throughout California
- Focus today = proposed changes to the MHSA:
 - Transforming the funding components = impact programs and services throughout the county
 - New requirements = increased administrative burden
 - State redirection of 5% of the county's allocation
- If Proposition 1 passes, changes go into effect July 1, 2026



The Current MHSA Plan

- The new 2023-2026 MHSA Three Year Plan has been approved.
- We are at start of the new three-year cycle.
- Developed every three years and required annual updates each year.
- Plan is available for full review at www.mono.ca.gov/MHSA



The Five Current Components of MHSA

Community Services & Supports

Prevention & Early Intervention

Innovation

Workforce Education & Training

Capital Facilities & Technological Needs



New Components

Full Service Partnerships (FSP)

- 35%
- Relatively comparable to existing MHSA
- Changes in outcomes & reporting

Behavioral Health Services & Supports (BHSS)

- 35%
- Majority spent on early intervention
- Includes all non-FSP services and workforce initiatives
- List of approved interventions provided by DHCS

Housing

- 30%
- Capital development & rental assistance for seriously mentally ill + homeless
- Restrictions on this funding will make it difficult for small counties to use
- Small counties may request an exemption



Anticipated Local Impacts

- Reallocation of funds to specific categories
- Impacts may call for program redesign, end of MHSA funding, funding reduction, etc.
- Focus on the intense cases, and limit prevention and upstream efforts.
- Expands housing requirements but limited supportive services fund and limited timelines for housing development.
- May increase disparities for underserved and in-appropriately served communities.
- Increased reporting requirements
- Expand the Community Program Planning Process to have managed care plans, insurance, and other sectors.
- Expand populations to be served by MHSA with including SUD only populations.
- Limits local control/input.



Programs that may be impacted

Community wellness & prevention programming throughout the County

Funding for Walker Senior Center

Foro Latino

Expanded case management & supportive services

Social media outreach

Robust workforce development

Crisis Intervention & Stabilization



Considerations

- You can learn more by:
 - Reviewing Proposition 1 and Senate Bill 326 (Eggman)
 - Reviewing the analysis on Proposition 1 conducted by the Legislative Analyst's Office
 - <https://lao.ca.gov/BallotAnalysis/Proposition?number=1&year=2024>
- If Proposition 1 passes:
 - MCBH will work closely with stakeholders to reimagine programming and funding to keep providing the programs and services our communities know and love
 - MCBH will begin work immediately to create the reporting infrastructure and prepare for the shifts that will go into effect July 1, 2026



Thank You

Questions:

Robin K. Roberts

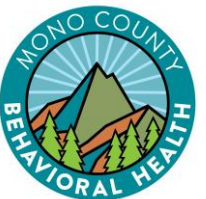
rroberts@mono.ca.gov

760-924-1740

Amanda Greenberg

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760-924-1754





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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Health and Human Services

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Kathryn Peterson, Health and Human Services Director and Dr. Boo, Mono County Health Officer

SUBJECT Update on COVID-19 Guidance

AGENDA DESCRIPTION:

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

Update provided by Kathryn Peterson, Health and Human Services Director and Dr. Boo, Mono County Health Officer regarding the COVID-19 guidance.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|--|
| Click to download |
| <input type="checkbox"/> Staff Report |
| <input type="checkbox"/> COVID-19 Isolation Guidance |

History

| Time | Who | Approval |
|-------------------|----------------|----------|
| 2/1/2024 9:21 AM | County Counsel | Yes |
| 1/29/2024 4:37 PM | Finance | Yes |

2/1/2024 2:47 PM

County Administrative Office

Yes



MONO COUNTY HEALTH DEPARTMENT

Public Health

P.O. Box 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 932-5284
P.O. Box 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

Thomas J. Boo, MD
Mono County Local Health Officer
tboo@mono.ca.gov

Updated California Department of Public Health COVID-19 Isolation and Exposure Guidance

The California Department of Public Health (CDPH) has quietly released [updated guidance](#) on how to reduce the spread of Coronavirus (COVID-19). This guidance is reflected in updated California Division of Occupational Safety and Health Administration (Cal/OSHA) regulations, and establishes the current legal standard for California workplaces.

COVID-19 is less dangerous now than it has been in the past because most people have some immunity, and because good treatments are now more readily available. For many people, COVID-19 in 2024 is comparable to the common cold. However, it still poses a significant public health threat, with weekly COVID-19 deaths nationwide running around 1,600, or about 4 percent of all deaths. In California this third week of January approximately 2,300 individuals are hospitalized with COVID-19. Most, but not all, of these people experiencing severe COVID-19 have risk factors, especially old age.

California's new approach to isolation differs from that of the U.S. Centers for Disease Control and Prevention (CDC) in dropping the 5-day minimum period to stay at home after COVID-19 onset. CDPH aims to treat COVID-19 more like other respiratory viruses and wants to reduce absenteeism in schools and the workplace while focusing on protecting higher-risk people. It seems certain that more people will be returning to work and school with contagious COVID-19 under the new rules, relying upon masking for "source-control." As with all things COVID-19, the new guidance is not without controversy—there has been some criticism in the media since the guidance was released on January 9, 2024.

California is not the first state to adopt a symptom-based approach for COVID-19 isolation, and CDPH points to Oregon, which took a similar approach in May 2023. In comparing COVID-19 trends between California and Oregon after their change in isolation guidance, CDPH found no difference. The change thus appears to make sense at the population level, but the implications seem nuanced and variable for individuals and employers.

The new guidance relies heavily on masking for source control to prevent infection spread, noting that masks have to be worn consistently to protect others. Keep in mind that all masks are not equal in preventing transmission. Well-fitting N-95 respirators with elastics around the head are the most effective and should be used when possible. KN-95

and KF-94 respirators that loop behind the ears are generally effective, although variations in manufacturing quality can be a problem. Similarly, well-fitting medical-grade procedure masks (also known as surgical masks) are recommended if a respirator is not an option, but product quality may vary. Tightly woven multilayered cloth facemasks are also among the recommended options but in general are less effective than the other choices. CDC has useful information on masking here. A good fit is essential with any mask, and they should have a wire nose bridge and no significant gaps around the edges. Masking has protective value when either an infected or an exposed person is wearing one appropriately but is most effective when all parties are using them.

The role of testing is evolving. The guidance continues to rely upon people testing to diagnose COVID-19 when they have compatible symptoms (asymptomatic infection and great variability in symptoms continue to complicate efforts to reduce transmission). But when one has been exposed to COVID-19, CDPH no longer recommends routine testing unless there are symptoms, except for people with risk factors for severe COVID-19, or people in contact with other people at high risk.

When one has COVID-19, rapid tests remain valuable in reducing risk to others, as positivity appears to correlate well with being potentially contagious. The new state guidance states that people can remove their masks before 10-days if two rapid tests are negative, taken at least a day apart. In addition, as Mono County Health officer, I believe it is very reasonable for people who want to be more careful to continue to use rapid testing to decide when to end isolation, even when using a mask. Adding testing to symptom criteria for ending isolation would be most important for those who could be around people who are more vulnerable. The updated guidance asks us to avoid contact with high-risk people and settings, but it may not be possible to identify higher-risk individuals.

Cal/OSHA's adoption of symptom-based rules sets a minimum standard, still allowing employers to take an approach more protective of workers, if appropriate. Workplace populations may include immunocompromised individuals and others who may be uncomfortable around potentially contagious colleagues with COVID-19. Employers who wish to exercise greater caution may choose to follow [CDC's guidance](#), which is more conservative than Cal/OSHA's new rules, or CDPH's more restrictive rules for healthcare workers (at least 5-days isolation with a negative COVID-19 test on day 5 or later, and use of N-95 respirator for source control).

The state guidance emphasizes staying away from higher risk people when one has COVID-19. Most obviously, those at higher risk include older people. Advanced age is the most critical risk factor for severe COVID-19, with individuals older than 75 facing significantly increased mortality rates. The older the person, the greater the chance of severe disease; according to the CDC, the risk of death is more than 300 times higher in people 85 years and older than in young adults 18-25 years old. Any congregate facility, including nursing homes, homeless shelters and jails, are considered high risk and should be avoided by people with COVID-19 until 10-days have passed, with or without masking. Residents of nursing homes and healthcare facilities are particularly vulnerable,



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and it should be noted that the new less restrictive isolation guidance does not apply to healthcare workers.

Apart from age, numerous health conditions increase the risk of severe COVID-19. Risk is additive, so the more conditions one has the higher the risk. Being unvaccinated also increases the COVID-19 risk, although prior infections may provide good immune protection. Relevant information about health conditions associated with higher COVID-19 risk can be accessed [here](#).

The updated guidance from CDPH represents a subtle shift towards more personal responsibility and situational awareness. This approach requires that persons with respiratory illness test for COVID-19 and act accordingly, determining when it is safe to end isolation without putting others at undue risk of infection.

January 9, 2024

TO:

Local Health Jurisdictions (LHJs) and the general public

SUBJECT:

COVID-19 Isolation Guidance

Related Materials: Isolation Guidance Q&A | [What to do if You Test Positive for COVID-19](#) | [Cal/OSHA FAQs](#) | [All Guidance](#) | [More Languages](#)

Updates as of January 9, 2024:

- COVID-19 isolation recommendations move away from five days of isolation and instead focus on clinical symptoms to determine when to end isolation.

Background

Public health officials across the state have undertaken a multi-pronged approach to mitigating COVID-19 disease that includes encouraging vaccination, offering and promoting testing and treatment, and promoting public health practices like mask wearing. Most of our policies and priorities for intervention are now focused on protecting those most at risk for serious illness, while reducing social disruption that is disproportionate to recommendations for the prevention of other endemic respiratory viral infections.

Previous isolation recommendations were implemented to reduce the spread of a virus to which the population had little immunity and had led to large numbers of hospitalizations and deaths that overwhelmed our healthcare systems during the pandemic.

We are now at a different point in time with reduced impacts from COVID-19 compared to prior years, due to broad immunity from vaccination and/or natural infection, and readily available treatments for infected people.

COVID-19 vaccination remains the most important strategy to prevent serious illness and death from COVID-19, and early treatments are effective in reducing severity of disease once individuals are infected.

The California Department of Public Health (CDPH) now recommends the following actions to align with common practices for other respiratory viruses. These actions outline what to do when an individual tests positive for COVID-19 and how to protect others, including the most vulnerable in the community.

Recommendations for people who test positive

1. **Stay home if you have** COVID-19 symptoms until you have not had a fever for 24 hours without using fever reducing medication AND other [COVID-19 symptoms](#) are mild and improving.
 - If you do not have symptoms, you should follow the recommendations below to reduce exposure to others.
2. **Mask** when you are around other people indoors for the 10 days* after you become sick or test positive (if no symptoms). You may remove your mask sooner than 10 days if you have two sequential negative tests at least one day apart. Day 0 is symptom onset date or positive test date.
3. **Avoid contact with people at higher-risk for severe COVID-19** for 10 days*. Higher-risk individuals include the elderly, those who live in congregate care facilities, those who have immunocompromising conditions, and those with other conditions that put them at higher risk for serious illness.
4. **Seek treatment.** If you have symptoms, particularly if you are at [higher risk for severe COVID-19](#), speak with a healthcare provider as soon as you test positive. You may be eligible for [antiviral medicines](#) or other treatments for COVID-19. COVID-19 antiviral medicines work best if taken as soon as possible, and within 5-7 days from when symptoms start.
 - Call 1-833-422-4255 if you are unable to contact a healthcare provider, or use the [treatment options](#) to find one.

*The potential infectious period is 2 days before the date symptoms began or the positive test date (if no symptoms) through Day 10. (Day 0 is the symptom onset date or positive test date.)

Recommendation for close contacts of cases

- **If you have [new COVID-19 symptoms](#)**, you should [test](#) and mask right away.
- **If you do not have symptoms** and are at [higher risk](#) of severe COVID-19 infection and would benefit from treatment, you should test within 5 days.
- **If you do not have symptoms** and have contact with people who are at [higher risk](#) for severe infection, you should mask indoors when around them for 10 days. Consider testing within 5 days after the last exposure date (Day 0) and before contact with higher-risk people. For further details, see [CDPH COVID-19 testing guidance](#).

Workplace Settings

In the workplace, employers are subject to the [Cal/OSHA COVID-19 Non-Emergency Regulations](#) or in some workplaces the [Cal/OSHA Aerosol Transmissible Diseases \(ATD\) Standard](#) (PDF) and should consult those regulations for additional applicable requirements. In certain healthcare situations or settings and other covered facilities, services and operations, surgical masks or respirators are required.

Healthcare Settings

This guidance does not apply to healthcare personnel. Healthcare personnel in general acute care hospitals, acute psychiatric hospitals, and skilled nursing facilities should follow recommendations as set forth in [AFL 21-08.9](#). Healthcare personnel working in settings not covered by AFL 21-08.9 may also follow the guidance outlined in AFL 21-08.9. Healthcare facilities should follow the guidance for management of exposed or infected patients/residents in the [CDC COVID-19 Infection Prevention and Control Recommendations](#).

LHJs, facilities, or other organizations such as high-risk congregate settings (list found in [Updated COVID-19 Testing Guidance](#)) may continue to implement additional requirements that are stricter than this statewide guidance based on local circumstances, including in certain higher-risk settings or during certain situations that may require additional isolation and quarantine requirements (for example, during active outbreaks in high-risk settings).

Definitions

Isolation: Separates those infected with a contagious disease from people who are not infected.

Confirmed case: A person who has received a positive result of the presence of SARS-CoV-2 virus as confirmed by a COVID-19 viral test or clinical diagnosis.

Close contact: "Close contact" means the following:

1. In indoor spaces of 400,000 or fewer cubic feet per floor (such as homes, clinic waiting rooms, airplanes, etc.), close contact is defined as sharing the same indoor airspace for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes) during a confirmed case's infectious period.
2. In large indoor spaces greater than 400,000 cubic feet per floor (such as open-floor-plan offices, warehouses, large retail stores, manufacturing, or food processing facilities), close contact is defined as being within 6 feet of the infected person for a cumulative total of 15 minutes or more over a 24-hour period during the confirmed case's infectious period.

Spaces that are separated by floor-to-ceiling walls (e.g., offices, suites, rooms, waiting areas, bathrooms, or break or eating areas that are separated by floor-to-ceiling walls) must be considered distinct indoor airspaces.

Additional considerations and recommendations for higher-risk contacts

Higher-risk contact is someone who:

- May experience [severe illness](#) if they become infected with COVID-19.
- May be more likely to transmit the virus to those who are at [higher risk for severe COVID-19](#).

Contacts with more potential to transmit the virus to others or to transmit to [higher risk](#) secondary contacts are recommended to take greater care in following the recommendations to limit spreading the virus to others during the 10 days following their exposure and may consider self-limiting their exposure to others and masking.

All higher-risk close contacts should get tested at least once and are strongly recommended to follow the testing and mitigation measures outlined in this guidance.

Other Considerations

Diagnostic Testing

For more information on testing, see the [Updated COVID-19 Testing Guidance](#).

Masking

As noted above, those who test positive should mask indoors when around others during the full 10 days following symptom onset date (or positive test date if no symptoms). However, confirmed cases may remove their mask sooner than 10 full days after two sequential negative antigen tests at least one day apart.

If test results are positive, the person may still be infectious, and should continue wearing a mask and wait at least one day before taking another test up to Day 10.

All persons wearing masks should optimize mask fit and filtration, ideally through use of a [respirator](#) (N95, KN95, KF94). If a respirator is not available, a surgical mask may be used. See [When and Why to Wear a Mask](#) for more information.

Schools and Child Care Programs

For guidance on the management of infected and exposed people in K–12 school and childcare settings, see the [Guidance for K-12 Schools and Child Care Settings to Mitigate the Spread of Communicable Disease, 2023 -2024 School Year](#).

Discrimination and Stigma

California has a diverse population with no single racial or ethnic group constituting a majority of the population. Our populations include members of tribal nations, immigrants, and refugees.

Some groups may be at higher risk for COVID-19 or worse health outcomes for several reasons including living conditions, work circumstances, underlying health conditions, and limited access to care.

It is important that communication with the public be conducted in a culturally appropriate manner. This includes meaningfully engagement with representatives from affected communities, collaborating with community-serving organizations, respecting the cultural practices in the community, and taking into consideration the social, economic, and immigration contexts in which people in these communities live and work. LHJs should be mindful of discrimination based on all protected categories.

To help build trust, jurisdictions should employ public health staff who are fluent in the preferred language of the affected community. When that is not possible, interpreters and translations should be provided for persons who have limited English proficiency^[1].

Core demographic variables should be included in case investigation and contact tracing forms, including detailed race and ethnicity, as well as preferred language.

Finally, given that diverse populations experience discrimination and stigma, it is important to ensure the privacy and confidentiality of data collected and to ensure that COVID-19 cases and identified contacts are aware of these safeguards.

Every person in California, regardless of immigration status, is protected from discrimination and harassment in [employment](#), [housing](#), [business establishments](#), and [state-funded programs](#) based upon their race, national origin, and ancestry, among other protected characteristics.

All instructions provided by LHJs to persons who are being asked to isolate should be provided in their primary language and be culturally appropriate. Additionally, LHJs should ensure that instructions for persons with disabilities, including those with access and functional needs, are provided.

^[1] See the [Dymally-Alatorre Bilingual Services Act](#) for more information on communication requirements with persons who need language translation assistance.

Originally Published on July 30, 2020



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

TIME REQUIRED 15 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Tyrone Grandstrand, Housing
Opportunities Manager

SUBJECT Appropriation and Reallocation of
Funds to Meet Housing Needs

AGENDA DESCRIPTION:

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

Request to transfer committed funds and one-time funds previously allocated to Public Utility District Loans to the Affordable Housing Fund.

RECOMMENDED ACTION:

1. Approve the appropriation of the \$1.5 million previously allocated for housing in the affordable housing budget unit to be included at Mid-year 2. Approve reallocation of the \$2.5 million previously committed to Public Utility District (PUD) Loans for affordable housing 3. Direct staff transfer the outstanding \$1 million loan to the Bridgeport PUD upon repayment for affordable housing 4. Direct staff bring back the full \$1.5 million reallocated to housing for appropriation in the affordable housing fund as part of the Mid-year

FISCAL IMPACT:

Transfer of \$1.5 million, previously allocated, to the Affordable Housing Fund. Reallocation of \$2.5 million previously allocated to the Public Utility District Loans to housing, including future transfer of \$1 from outstanding loan to Bridgeport PUD upon repayment. Altogether, this item if approved dedicates a total of \$4 million to affordable housing efforts.

CONTACT NAME: Tyrone Grandstrand

PHONE/EMAIL: 760.932.5406 / tgrandstrand@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|---|
| <p>Click to download</p> <p> Staff Report</p> |
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History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 2/1/2024 10:21 AM | County Counsel | Yes |
| 2/1/2024 3:07 PM | Finance | Yes |
| 2/1/2024 3:43 PM | County Administrative Office | Yes |



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE
OFFICER
Christine Bouchard

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Mike Martinez
PROBATION
Karin Humiston
PUBLIC WORKS
Paul Roten

February 6, 2024

To: Mono County Board of Supervisors

From: Tyrone Grandstrand, Housing Opportunities Manager

RE: Appropriation and reallocation of funds to meet housing needs

Strategic Plan Focus Area(s) Met

- A Thriving Economy Safe and Healthy Communities Mandated Function
 Sustainable Public Lands Workforce & Operational Excellence

Recommended Action:

Staff recommends that the Board:

1. Provide staff direction to include the appropriation of the \$1.5 million previously allocated for housing in the affordable housing budget unit at Mid-year on February 20, 2024
2. Provide staff direction to include reallocation of the \$2.5 million previously allocated to Public Utility District (PUD) Loans for housing at Mid-year on February 20, 2024
3. Direct staff transfer the outstanding \$1 million Bridgeport PUD loan to the affordable housing budget unit upon repayment

Background:

As part of the 2023-24 Budget Workshops on May 1, 2023, the Board discussed the use of one-time funds from a combination of sources including general fund carryover balance, Local Assistance and American Rescue Plan Act Funds. As consensus was reached, some of these funds were allocated to be used immediately in the 2023-24 Budget before June 30th, 2023, and the remaining funds were budgeted in the FY 2024-25 Budget. As a part of the 2023-24 Budget, the Board "earmarked" \$1.5 million for housing but the funds were not transferred to the housing budget unit as a part of the budget process.

Another one-time fund allocation included in the 2023-24 budget was \$2.5 million for

use by local public utility districts for bridge loans for storm repairs. Of the \$2.5 million allocated only \$1 million was needed by the Bridgeport Public Utility District. This loan was used by the Bridgeport Public Utility District to fund five projects that were submitted to the Federal Emergency Management Agency (FEMA) for reimbursement last September. This loan will be paid back upon FEMA payment to the district, which is anticipated to occur before the end of 2025.

Summary:

Safe and Affordable Housing is one of the top priorities in the Mono County 2022-2024 Strategic Plan update. Housing continues to be a challenge in Mono County and over the last six months the County has moved forward on purchasing two properties in Bridgeport and is working on additional purchases to provide additional opportunities for long-term rentals and/or ownership opportunities.

There are several items today for consideration by the Board:

1. *Appropriation of the \$1.5 million previously allocated for housing in the affordable housing budget unit at Mid-year.* As noted above, the Board “earmarked” this funding during the 2023-24 budget process, but the funds were not transferred to the Housing Budget Unit. The Board can take action today to allow staff to move the \$1.5 million that was “earmarked” during the budget process into the affordable housing budget unit as a part of the Mid-year budget on February 20, 2024.
2. *Re-allocation of the \$2.5 million allocated for Public Utility District loans to housing.* Staff is requesting to re-allocate the \$2.5 allocated for Public Utility District loans last year. Because there is a current \$1 million loan to the Bridgeport Public Utility District, \$1.5 million of this funding will be available for housing purposes after the Mid-Year budget action on February 20, 2024, and the remaining \$1 million will be available after repayment by the Bridgeport Public Utility District. These actions will increase the total allocation for housing to \$4.5 million which will allow for the following projects to move forward in the 2023-24 Fiscal Year:
 - \$1,250,000 for the purchase of five units in Bridgeport.
 - \$600,000 to support the development of 13 units as part of the Access Apartments Project (approved by the Board on November 7th, 2023).
 - \$500,000 for a downpayment assistance program.
 - \$327,826 to meet the required match for the PLHA funds already awarded to Mono County, which can then be used to support any project that has units serving households in the 60% to 120% AMI range.
 - The remaining balance would be reserved for future land or housing purchases, or to support affordable and workforce housing within the county.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: County Administrative Office

| | | | |
|----------------------|--|---|--|
| TIME REQUIRED | 30 minutes (10 minute presentation; 20 minute discussion) | PERSONS APPEARING BEFORE THE BOARD | Tyrone Grandstrand, Housing Opportunities Manager |
| SUBJECT | Permanent Local Housing Allocation Award and Match, and Creation of a Local Housing Trust Fund | | |

AGENDA DESCRIPTION:

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

Resolution Committing to matching the Permanent Local Housing Allocation (PLHA) award of \$327,826 and create a Local Housing Trust Fund (LHTF) to meet requirements of the PLHA award.

RECOMMENDED ACTION:

Adopt proposed resolution committing PLHA match and creating Local Housing Trust Fund.

FISCAL IMPACT:

Transfer \$327,826 from Affordable Housing Fund to the newly created Local Housing Trust Fund.

CONTACT NAME: Tyrone Grandstrand

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
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| Staff Report |
| Attachment 1 |
| Resolution |

History

| Time | Who | Approval |
|------------------|----------------|----------|
| 2/1/2024 2:32 PM | County Counsel | Yes |

2/1/2024 3:09 PM

Finance

Yes

2/1/2024 3:43 PM

County Administrative Office

Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

February 6, 2024

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CPA, CGFM, MPA

HEALTH AND HUMAN SERVICES

Kathryn Peterson

INFORMATION TECHNOLOGY

Mike Martinez

PROBATION

Karin Humiston

PUBLIC WORKS

Paul Roten

To: Mono County Board of Supervisors

From: Tyrone Grandstrand, Housing Opportunities Manager

RE: Permanent Local Housing Allocation ("PLHA") Award and Match, and Creating a Local Housing Trust Fund ("LHTF")

Strategic Plan Focus Area(s) Met

- A Thriving Economy Safe and Healthy Communities Mandated Function
- Sustainable Public Lands Workforce & Operational Excellence

Recommended Action:

Staff recommends that the Board:

1. Commit to matching the PLHA award of \$327,826
2. Create a LHTF to meet requirements of the PLHA award

Background:

PLHA is a program offered by the State of California through the Department of Housing and Community Development ("HCD"). PLHA provides funding to local governments in California for housing-related projects and programs that assist in addressing the unmet housing needs of local communities.

On October 18th, 2022, the Board adopted R22-112 (Attachment 1) which authorized the application and adopted the permanent local housing allocation plan for the PLHA program. On June 6th, 2023 staff signed a standard agreement with HCD accepting three years of PLHA award and agreeing to pursue Activity 3, which is to utilize the PLHA award as a 1:1 match with local dollars which would then be placed in a LHTF.

Summary:

Local Housing Trust Fund

A LHTF is a tool to receive dollars committed to meeting housing needs over a timeline that is more flexible to fit development cycles, which do not always fall in line with annual budgeting processes. Investment in LHTF is also a preliminary action that shows

stakeholders the County's commitment to providing housing. Creating an internal LHTF allows the County to maintain full control over policies and procedures that direct funding decisions, including use of LHTF funds. Creating the LHTF is the first step in meeting the requirements of the PLHA award that was accepted on June 6th, 2023.

PLHA Award Match

The PLHA award that was accepted on June 6, 2023, included three years of allocations:

- 2019 PLHA: \$77,101
- 2020 PLHA: \$113,855
- 2021 PLHA: \$136,870

These funds, once matched and placed into a LHTF, can be used to support the development of units restricted to serving households in the 60% to 120% AMI range through a low-interest deferred payment loan along with restrictions requiring compliance with the PLHA rules. These loans may be forgiven, or repayment can be used to create an additional source of dollars for future projects.

The PLHA program has at least two more years before it ends. The next two years of allocations can be applied for as the Notice of Funding Availability ("NOFA") is announced. As part of the agreement signed on June 6th, 2023, the County has agreed to continue utilizing future PLHA dollars to match local dollars as a contribution to our LHTF.

Board Resolution

The attached resolution creates the LHTF, commits the County to matching the PLHA funds, and creates the opportunity for future planning and development for the LHTF and a broader housing program.

Attachments

Attachment 1: Board of Supervisors Resolution 22-112

Attachment 2: Draft Board of Supervisors Resolution to create LHTF and commit matching funds.



R22-112

Authorizing Resolution of Mono County

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS AUTHORIZING THE APPLICATION AND ADOPTING THE PERMANENT LOCAL HOUSING ALLOCATION PLAN FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM.

WHEREAS, the Department is authorized to provide up to \$304 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))); and

WHEREAS the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 5/3/2021 under the Permanent Local Housing Allocation (PLHA) Program; and

WHEREAS Mono County is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and

WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients;

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

SECTION ONE: If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.

SECTION TWO: Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$462,611.00 in accordance with all applicable rules and laws.

SECTION THREE: Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.

1 **SECTION FOUR** Pursuant to Section 302(c)(4) of the Guidelines, Applicant’s PLHA
2 Plan for the 2019-2023 Allocations is attached to this resolution, and Applicant hereby adopts
3 this PLHA Plan and certifies compliance with all public notice, public comment, and public
4 hearing requirements in accordance with the Guidelines.

5 **SECTION FIVE:** If applicable: Applicant certifies that it was delegated by County of
6 Mono to submit an application on its behalf and administer the PLHA grant award for the
7 formula allocation of PLHA funds, pursuant to Guidelines Section 300(c) and 300(d), and the
8 legally binding agreement between the recipient of the PLHA funds and the Applicant is
9 submitted with the PLHA application.

10 **SECTION SIX:** If applicable: Applicant certifies that it has or will subgrant some or all
11 of its PLHA funds to another entity or entities. Pursuant to Guidelines Section 302(c)(3), “entity
12 “means a housing developer or program operator, but does not mean an administering Local
13 government to whom a Local government may delegate its PLHA allocation.

14 **SECTION SEVEN:** If applicable: Applicant certifies that its selection process of these
15 subgrantees was or will be accessible to the public and avoided or shall avoid any conflicts of
16 interest.

17 **SECTION EIGHT:** If applicable: Pursuant to Applicant’s certification in this
18 resolution, the PLHA funds will be expended only for eligible Activities and consistent with all
19 program requirements.

20 **SECTION NINE:** If applicable: Applicant certifies that, if funds are used for the
21 acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale
22 housing projects, the grantee shall record a deed restriction against the property that will ensure
23 compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).

24 **SECTION TEN:** If applicable: Applicant certifies that, if funds are used for the
25 development of an Affordable Rental Housing Development, the Local government shall make
26 PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and
27 such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a
28 Regulatory Agreement shall restrict occupancy and rents in accordance with a Local
29 government-approved underwriting of the Project for a term of at least 55 years.

30 **SECTION ELEVEN:** Applicant shall be subject to the terms and conditions as
31 specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable
32 SB 2 Guidelines published by the Department.

SECTION TWELVE: The County Administrative Officer is authorized to execute the
PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments
or modifications thereto, as well as any other documents which are related to the Program or the
PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED, APPROVED and ADOPTED this 18th day of October, 2022, by the
following vote, to wit:

1 **AYES:** Supervisors Corless, Duggan, Gardner, Kreitz, and Peters.

2 **NOES:** None.

3 **ABSENT:** None.

4 **ABSTAIN:** None.

5 
Bob Gardner (Oct 24, 2022 11:57 PDT)


6 _____
7 Bob Gardner, Chair
8 Mono County Board of Supervisors


9 **CERTIFICATE OF THE ATTESTING OFFICER**

10 The undersigned, Officer of Mono County does hereby attest and certify that the attached
11 Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the Mono
12 County Board of Supervisors which was duly convened and held on the date stated thereon, and
13 that said document has not been amended, modified, repealed since its date of adoption and is in
14 full force and effect as of the date hereof.

15 **ATTEST:**

15 **APPROVED AS TO FORM**

16 
17 _____
18 Clerk of the Board

16 
Stacey Simpson (Oct 24, 2022 10:39 PDT)

17 _____
18 County Counsel



R24-__

**RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING A LOCAL MATCH FOR THE PERMANENT LOCAL HOUSING
ALLOCATION FOR 2019, 2020, AND 2021.**

**All, or A necessary quorum and majority of the of the Board of Supervisors of Mono
County hereby consents to, adopts, and ratifies the following resolution:**

WHEREAS, Mono County passed a resolution authorizing the application and adopting
the Permanent Local Housing Allocation Plan (“Plan”) for the Permanent Local Housing
Allocation (“PLHA”) Program on October 18th, 2022; and

WHEREAS, the Plan requires a local 1:1 match of awarded PLHA dollars placed inside
of a Local Housing Trust Fund (“LHTF”); and

WHEREAS, a LHTF is a public fund which is established by resolution and is
organized to receive specific revenue to address local housing needs; and

WHEREAS, Mono County was awarded \$77,101 for the 2019 PLHA, \$113,855 for the
2020 PLHA, and \$136,870 for the 2021 PLHA; and

WHEREAS, the Department of Housing and Community Development (“Department”) may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients;

**NOW THEREFORE, THE BOARD OF SUPERVISORS OF MONO COUNTY
RESOLVES THAT:**

SECTION ONE: Mono County authorizes the creation of a LHTF for the purposes of addressing housing needs throughout the county, and for receiving the PLHA allocation and local match dollars, as well as any proceeds from loans made through the LHTF.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

Departments: Health and Human Services

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Kathryn Peterson, Health and Human
Services Director

SUBJECT Terms and Conditions of Employment
for Michelle Raust as Health, and
Human Services Deputy Director

AGENDA DESCRIPTION:

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

Agreement Regarding Terms and Conditions of Employment for Michelle Raust as Health and Human Services Deputy Director for Mono County, an at-will position, at Range 18, Step B.

RECOMMENDED ACTION:

Announce fiscal impact and approve Agreement Regarding Terms and Conditions of Employment for Michelle Raust as Health and Human Services Deputy Director for Mono County, an at-will position, at Range 18, Step B.

FISCAL IMPACT:

This item increases spending for the remainder of this fiscal year by \$3,303, of which \$2,445 is salary and \$858 is benefits. If this item is approved, the annual cost will be \$192,941, of which \$133,483 is salary and \$59,458 is benefits. The fiscal impact of this item is included in the Health and Human Services FY 2023-24 adopted budget.

CONTACT NAME: Kathy Peterson

PHONE/EMAIL: 7609241763 / kpeterson@mono.ca.gov

SEND COPIES TO:

Kathy Peterson, Steph Butters, Cathy Young

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

| |
|------------------------------|
| Click to download |
| staff report |
| Resolution |
| Agreement |

History

| Time | Who | Approval |
|-------------------|------------------------------|-----------------|
| 1/30/2024 2:59 PM | County Counsel | Yes |
| 2/1/2024 3:07 PM | Finance | Yes |
| 2/1/2024 3:44 PM | County Administrative Office | Yes |



DEPARTMENT OF HEALTH AND HUMAN SERVICES
County of Mono
PO Box 2969
Mammoth Lakes, California, 93546

To: Mono County Board of Supervisors
From: Kathryn Peterson, Health and Human Services Director
Date: February 6, 2024
Re: Agreement Regarding Terms and Conditions of Employment of Michelle Raust, MSW, as Deputy Director of Health and Human Services

The Health and Human Services Department conducted an open recruitment for the position of Health and Human Services Deputy Director. Michelle Raust was selected out of a pool of candidates as the top candidate. We now wish for Board of Supervisor approval for an agreement regarding the terms and conditions of Ms. Raust's employment so that she may serve as the HHS Deputy Director.

Michelle Raust, MSW, has served as the Program Manager for Child and Adult Services division within the Mono County Department of Social Services since 2015. Michelle holds a Master of Social Work and has been responsible for overseeing child protective services (CPS), Adult Protective Services (APS), Resource Family Approvals (RFA) related to foster care, the In-Home Supportive Services (IHSS) Program, child welfare systems change work, Public Guardian/Administrator services, and Senior Services Programs for the Health and Human Services Department.

In this new role, Ms. Raust will work closely with agency leadership to develop agencywide policies and priorities, and will be responsible for overseeing various functions within the department for the continuity and effective delivery of health and human services to the public.

ATTACHMENT(S)

At-Will contract with Michelle Raust; Resolution #24-xx;



RESOLUTION NO. R24-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING AN
AGREEMENT PRESCRIBING THE COMPENSATION, APPOINTMENT,
AND CONDITIONS OF EMPLOYMENT OF MICHELLE RAUST**

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 Terms and Conditions of Employment of Michelle Raust, 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 Michelle Raust. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.

PASSED AND ADOPTED this 6th day of February, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Clerk of the Board

John Peters, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

**AGREEMENT REGARDING TERMS AND CONDITIONS OF
EMPLOYMENT OF MICHELLE RAUST
AS DEPUTY DIRECTOR OF HEALTH AND HUMAN SERVICES
FOR MONO COUNTY**

This Agreement is entered into by and between Michelle Raust and the County of Mono (hereinafter “County”).

I. RECITALS

Michelle Raust (hereinafter “Ms. Raust”) is currently employed by County as its Children’s Services Manager in County’s department of Health and Human Services. The County now wishes to employ Ms. Raust as its Deputy Director of Health and Human Services. Ms. Raust wishes to accept such employment with the County. This agreement shall supersede and replace, in its entirety, that agreement regarding employment of Michelle Raust entered into on or about November 21, 2023, which shall be of no further force or effect.

II. AGREEMENT

1. This Agreement shall commence February 6, 2024 (“Effective Date”) and shall remain in effect unless or until terminated by either party in accordance with this Agreement.
2. As of the Effective Date, Ms. Raust shall be employed by Mono County as Deputy Director of the department of Health and Human Services, serving at the will and pleasure of the Health and Human Services Director (“HHS Director”). Ms. Raust accepts such employment. The HHS Director shall be deemed the “appointing authority” for all purposes with respect to Ms. Raust’s employment. The HHS Director and Ms. Raust will work together to establish specific, measurable, achievable and realistic performance goals for Ms. Raust’s work. Ms. Raust’s job performance and progress towards achieving the agreed-upon goals shall be evaluated by the HHS Director in accordance with the “Policy Regarding Compensation of At-Will and Elected Management Level Officers and Employees” adopted by Resolution R21-44 on June 15, 2021, and as the same may be amended or updated from time to time and unilaterally implemented by the County (hereinafter the “*Management Compensation Policy*”).
3. Ms. Raust’s salary shall be Range 18, Step B as set forth in the “Resolution Adopting and Implementing a Salary Matrix applicable to At-Will Employee and Elected Department Head Positions” (Resolution R23-016 adopted on February 21, 2023, hereinafter the “*Salary Matrix*”) and shall thereafter be modified as provided in the Management Compensation Policy and the Salary Matrix, and as the same may be amended or updated from time to time and unilaterally implemented by the County.
4. Ms. Raust understands that she is responsible for paying the employee’s share of any retirement contributions owed to the Public Employees Retirement System (PERS) with respect to her employment for the County as determined by the County’s contract with

PERS and/or County policy, and also any employee share of the “normal cost” of her retirement benefits that may be mandated by the Public Employees’ Pension Reform Act of 2013 (PEPRA).

5. Ms. Raust shall continue to earn and accrue vacation and sick leave in accordance with the “Policy Regarding Benefits of Management-level Officers and Employees,” updated most recently by Resolution R20-56 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 (hereinafter the “**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 her employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, she shall be entitled to 80 hours of merit leave (aka administrative leave) during each calendar year of service. Ms. Raust 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. Consistent with Ms. Raust’s uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Ms. Raust may have accrued as of the effective date of this Agreement nor on her 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 Ms. Raust’s date of eligibility for or vesting of any non-salary benefits or for any other purpose.
6. The County shall pay the professional dues, subscriptions, and other educational expenses necessary for Ms. Raust’s full participation in applicable professional associations, for her continued professional growth and for the good of the County, as determined to be appropriate, and as approved by the HHS Director.
7. To the extent not inconsistent with the foregoing or any other provision of this Agreement, Ms. Raust shall be entitled to the same general benefits provided by the County to other management-level employees, as described more fully in the Management Benefits Policy. Such benefits include but are not limited to CalPERS retirement benefits at the tier applicable to Ms. Raust’s employment, CalPERS medical insurance, County dental and vision coverage, and life insurance.
8. Ms. Raust understands and agrees that her 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 her actual and regular rendering of full-time personal services to the County or, in the event of any absence, upon her proper use of any accrued leave. Should Ms. Raust cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then she shall cease earning or receiving any additional compensation or benefits until such time as she 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 Ms. Raust’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.

9. Consistent with the “at will” nature of Ms. Raust’s employment, the HHS Director may terminate Ms. Raust’s employment at any time during this Agreement, without cause. In such event, this Agreement shall automatically terminate concurrently with the effective date of the termination. Ms. Raust understands and acknowledges that as an “at will” employee, she will not have permanent status nor will her employment be governed by the County Personnel System (Mono County Personnel Rules) except to the extent that System is ever modified to apply expressly to at-will employees. Among other things, she will have no property interest in her employment, no right to be terminated or disciplined only for just cause, and no right to appeal, challenge, or otherwise be heard regarding any such termination or other disciplinary action the County Administrative Officer may, in his or her discretion, take during Ms. Raust’s employment.
10. In the event of a termination without cause under paragraph 9, Ms. Raust shall receive as severance pay a lump sum equal to six (6) months’ salary. For purposes of severance pay, “salary” refers only to base compensation. Ms. Raust shall not be entitled to any severance pay in the event that the HHS Director has grounds to discipline her on or about the time he or she gives notice of termination. For purposes of this provision, grounds for discipline include but are not limited to those specified in section 520 of the Mono County Personnel Rules, as the same may be amended from time to time. Ms. Raust shall also not be entitled to any severance pay in the event that she becomes unable to perform the essential functions of her position (with or without reasonable accommodations) and her employment is duly terminated for such non-disciplinary reasons.
11. Ms. Raust may resign her employment with the County at any time. Her 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. Ms. Raust shall not be entitled to any severance pay or to earn or accrue additional compensation of any kind after the effective date of such resignation.
12. This Agreement constitutes the entire agreement of the parties with respect to the employment of Ms. Raust, and shall supersede and replace any and all prior agreements or understandings regarding Ms. Raust’s employment.
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 Ms. Raust’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 Ms. Raust’s sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus. Pursuant to Government Code sections 53243 et seq., Ms. Raust shall reimburse the County for any paid leave pending an investigation, legal criminal defense, or cash settlement related to termination by the County if Ms. Raust is convicted of a crime involving abuse of office or position.

- 14. Ms. Raust acknowledges that this Agreement is executed voluntarily by her, without duress or undue influence on the part or on behalf of the County. Ms. Raust further acknowledges that she 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 her right to do so, and that she 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.
- 15. For purposes of this Agreement, a photocopy, facsimile, .pdf, or electronically scanned signatures, including but not limited to DocuSign or similar service, shall be deemed as valid and as enforceable as an original.

III. EXECUTION:

This Agreement is executed by the parties this 6th day of February, 2024.

EMPLOYEE

THE COUNTY OF MONO

Michelle Raust

John Peters, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

TIME REQUIRED

SUBJECT Closed Session - Labor Negotiations

**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): Sandra Moberly, Mary Booher, Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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|-----------------------------------|
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| No Attachments Available |

History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/22/2024 4:54 PM | County Counsel | Yes |
| 1/19/2024 3:46 PM | Finance | Yes |
| 1/22/2024 5:59 PM | County Administrative Office | Yes |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

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: *County of Mono, et al. v. Liberty Utilities, et al.* (U.S. District Court for the Central District of California Case No.: 2:21-cv-00769-GW-JPR).

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 |
|-------------------|------------------------------|----------|
| 1/24/2024 2:30 PM | County Counsel | Yes |
| 1/19/2024 3:47 PM | Finance | Yes |
| 1/24/2024 4:07 PM | County Administrative Office | Yes |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

TIME REQUIRED

SUBJECT Closed Session – Real Property
Negotiation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Closed Session – Real Property Negotiation – CONFERENCE WITH REAL PROPERTY NEGOTIATOR. Government Code section 54956.8. Property Address: 2784 Highway 158, June Lake, CA County Negotiator: Sandra Moberly, Tyrone Grandstrand. Negotiating Parties: Don Morton and County of Mono. Under Negotiation: Price, terms, and conditions.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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| <p>Click to download</p> <p>No Attachments Available</p> |
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History

| Time | Who | Approval |
|------------------|------------------------------|----------|
| 2/1/2024 1:44 PM | County Counsel | Yes |
| 2/1/2024 3:09 PM | Finance | Yes |
| 2/1/2024 3:43 PM | County Administrative Office | Yes |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

TIME REQUIRED

SUBJECT Closed Session - Public Employment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

PUBLIC EMPLOYMENT. Government Code section 54957. Title: County Counsel.

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 |
|-------------------|------------------------------|----------|
| 1/24/2024 2:31 PM | County Counsel | Yes |
| 1/19/2024 3:48 PM | Finance | Yes |
| 1/24/2024 4:07 PM | County Administrative Office | Yes |



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 6, 2024

TIME REQUIRED

SUBJECT Closed Session - Public Employee
Evaluation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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History

| Time | Who | Approval |
|-------------------|------------------------------|----------|
| 1/24/2024 2:31 PM | County Counsel | Yes |
| 1/19/2024 3:47 PM | Finance | Yes |
| 1/24/2024 4:07 PM | County Administrative Office | Yes |