



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

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

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

Regular Meeting April 12, 2016

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

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

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

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

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

and number of persons wishing to address the Board.)

2. APPROVAL OF MINUTES - NONE

3. RECOGNITIONS

A. Excellence in Transportation Award

Departments: Community Development Department

(Brent Green, Caltrans District 9 Director) - Presentation by Brent Green, Caltrans District 9 Director, regarding Excellence in Transportation Award.

Recommended Action: Receive presentation by Brent Green, Caltrans District 9 Director, regarding the 2015 Caltrans Excellence in Transportation Award: Highway as a Main Street, to the Bridgeport Valley Regional Planning Advisory Committee, Mono County and Caltrans staff, and consultant team.

Fiscal Impact: None.

4. BOARD MEMBER REPORTS

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

5. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

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

6. DEPARTMENT/COMMISSION REPORTS

7. CONSENT AGENDA

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

A. Sale of Surplus Vehicles to Fire Districts

Departments: Public Works - Road

Two Special Districts, The Long Valley Fire Protection District and the Mono City Fire Protection District, have requested Mono County sell them surplus Ford Expeditions in good condition.

Recommended Action: Receive staff report regarding requests from the Long Valley Fire Protection District (LVFPD) and the Mono City Fire Protection District (MCFPD) to purchase surplus vehicles (2009 Ford Expeditions, Unit 750 – VIN 1FMFU16599EB03954 and Unit 753 – VIN 1FMFU16589EB03959, respectively) from the County for \$1.00 each; find that the two vehicles are in good condition but are excess and/or unneeded property; authorize the Public Works Director to prepare, process, and execute applicable documents on behalf of Mono County to

transfer ownership of the vehicles to the LVFPD and MCFPD; provide any desired direction to staff.

Fiscal Impact: Based on results from the 2013 TNT auction, the County will lose potential Motor Pool Fund revenue of approximately \$12,000.

8. CORRESPONDENCE RECEIVED (INFORMATIONAL)

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

A. Appreciation from Eastern Sierra Wildlife Care

Departments: Clerk of the Board

Thank you to the Mono County Board of Supervisors from Eastern Sierra Wildlife Care.

B. Correspondence re: EMS Ad Hoc Committee

Departments: Clerk of the Board

Correspondence dated March 30, 2016 from Jack Copeland to the Board of Supervisors regarding the EMS Ad Hoc Committee.

9. REGULAR AGENDA - MORNING

A. Sceirine Point Ranch Agricultural Conservation Easement

Departments: Community Development for Eastern Sierra Land Trust
20 minutes (10 minute presentation; 10 minute discussion)

(Susanna Danner, Kay Ogden, Eastern Sierra Land Trust) - Proposed resolution supporting Eastern Sierra Land Trust's application to the California Department of Conservation's Sustainable Agricultural Lands Conservation Program (SALCP) for funds in support of the Sceirine Point Ranch Agricultural Conservation Easement Project.

Recommended Action: Adopt proposed resolution. Provide any desired direction to staff.

Fiscal Impact: None; impact to tax base likely to be minimal.

B. Board Rules of Procedures Update

Departments: CAO
1 hour (10 minute presentation; 50 minute discussion)

(Leslie Chapman) - Review and update the Mono County Board of Supervisors Board Rules of Procedures.

Recommended Action: 1. Review proposed changes to the Mono County Board of Supervisors Board Rules of Procedure, provide comments, corrections and edits. 2. Consider adopting the amended Mono County Board of Supervisors Board Rules of Procedure. 3. Provide further direction to staff if desired.

Fiscal Impact: None

C. Request for Snow Removal Assistance - Yosemite National Park

Departments: Public Works - Road

15 minutes (5 minute presentation; 10 minute discussion)

(Jeff Walters) - Upon its opening each spring State Highway 120 through Yosemite National Park (YNP) provides a significant benefit to businesses and visitation in Mono County. In prior years, The Board of Supervisors has actively supported and assisted the National Park Service and Caltrans with snow removal and opening of Highway 120. The Park Service has requested assistance from Mono County again this year. In order to promptly respond the Board of Supervisors would need to authorize Public Works to provide snow removal assistance.

Recommended Action: Consider and potentially adopt Resolution No. R16-___, "A Resolution of the Mono County Board of Supervisors Authorizing the Public Works Director to Execute and Administer Cooperative Agreements and to Utilize Department of Public Works Personnel and Equipment to Assist with Snow Removal Activities Associated with the 2016 Opening of Highway 120 Within Yosemite National Park." Provide any desired direction to staff.

Fiscal Impact: Fiscal impact will depend upon the depth of snow, weather conditions, and road debris.

D. Mill Canyon Road MOU

Departments: Public Works - Road

15 minutes (5 minute presentation; 10 minute discussion)

(Jeff Walters) - Mill Canyon Road, located near Walker, was closed in August of 2015 by the Mono County Board of Supervisors due to unstable conditions of the hillside the road intersects. Recently the Marine Mountain Warfare Training Center requested Mono County allow them to "repair" a section of the road and allow their staff to use the road on occasions for military exercises. Other agencies including the Antelope Valley Fire Protection District, United States Forest Service, and the California Department of Fish and Wildlife are also interested in using the road to perform various duties and responsibilities the road provides access to.

Recommended Action: Approve and authorize Chair's signature on the Memorandum of Understanding with the Marine Corps Mountain Warfare Training Center allowing them to repair a section of Mill Canyon Road to gain access through the slide area. Provide any desired direction to staff.

Fiscal Impact: None.

E. Mono County Jail Tour and Letters of Support for Proposed Grant Funding

Departments: Sheriff

30 minutes (10 minute discussion; 20 minute tour)

(Sheriff Ingrid Braun) - Presentation by Sheriff Ingrid Braun regarding the Mono County Jail's existing facilities and opportunity for grant funded improvements. Tour of the Mono County Jail and consider sending letters of support for the proposed jail facilities grant funding.

Recommended Action: Tour the Mono County Jail. Approve and authorize the Chair to sign letters of support for grant funding for jail facilities to Senator Tom Berryhill and Assembly Member Frank Bigelow.

Fiscal Impact: None at this time.

10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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

11. CLOSED SESSION

A. Closed Session--Human Resources

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

B. Closed Session-- Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Title: Finance Director.

C. Closed Session - Existing Litigation

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Ray Tams v. Mono County.

D. Closed Session - Existing Litigation

Departments: County Counsel

(Stacey Simon) - CONFERENCE WITH LEGAL COUNSEL – EXISTING

LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Mono County v. Ian Fettes.

THE REGULAR AGENDA WILL RECONVENE AFTER CLOSED SESSION IF NECESSARY

12. 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.)

ADJOURN



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Community Development Department

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Brent Green, Caltrans District 9
Director

SUBJECT Excellence in Transportation Award

AGENDA DESCRIPTION:

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

Presentation by Brent Green, Caltrans District 9 Director, regarding Excellence in Transportation Award.

RECOMMENDED ACTION:

Receive presentation by Brent Green, Caltrans District 9 Director, regarding the 2015 Caltrans Excellence in Transportation Award: Highway as a Main Street, to the Bridgeport Valley Regional Planning Advisory Committee, Mono County and Caltrans staff, and consultant team.

FISCAL IMPACT:

None.

CONTACT NAME: Scott Burns

PHONE/EMAIL: 924.1807 / sburns@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[staff report](#)

[Attachment 1](#)

[Attachment 2](#)

History

Time	Who	Approval
4/1/2016 10:28 AM	County Administrative Office	Yes
3/31/2016 11:17 AM	County Counsel	Yes
3/30/2016 12:26 PM	Finance	Yes

Mono County Community Development Department

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

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

April 12, 2016

TO: Honorable Mono County Board of Supervisors

FROM: Scott Burns, Director

RE: 2015 Caltrans Excellence In Transportation Award: Highway as a Main Street

RECOMMENDATION

Receive presentation by Brent Green, Caltrans District 9 Director, regarding Excellence in Transportation Award.

FISCAL IMPACT

No impact.

DISCUSSION

In late 2015, the California Department of Transportation selected the Bridgeport Main Street Revitalization project for an Excellence in Transportation Award for a Highway as a Main Street. Nearly 80 entries from across the state were reviewed by a panel of judges consisting of professional engineers, environmental specialists, and transportation planners. The Excellence in Transportation Award application narrative is attached, along with project photos, and a complete list of winners is available at <http://www.dot.ca.gov/awards/winners/15winners.htm>.

The Bridgeport Main Street Revitalization project is an inspiring example of the community, Caltrans and County collaboratively building consensus, defining solutions, and efficiently implementing change in a short time period. The project applied Complete Streets concepts to transform a US 395 segment, which was used as a passing opportunity, into a walkable, livable, and multi-modal Main Street by reducing vehicle lanes from five to three, increasing parking by 25% through the innovative application of back-in angled parking, and adding bicycle lanes. Strong community consensus was developed through an inclusive, multi-stakeholder charrette process that included education, field investigation, and recommendations. The public support and comprehensive planning process, together with exceptionally responsive construction through an existing Caltrans capital maintenance project, resulted in street reconfiguration within eight weeks of project conception. The community, including the Regional Planning Advisory Committee, Caltrans, Local Transportation Commission, Mono County and consultant team should all be proud of the remarkable results of the progressive public participation and agency cooperation in this community-based planning effort, and its recognition via the Excellence in Transportation Award.

An accomplishment of this magnitude results from teamwork, cooperation, commitment and hard work from a number of people and entities. The following organizations and individuals are being recognized:

Organizations

- Caltrans District 9
- Local Government Commission
- Bridgeport Valley Regional Planning Advisory Committee
- Mono County Local Transportation Commission

Individuals

- Dan Burden (Walkable and Livable Communities Institute)
- Stephan Pellegrini, Chris Janson, Melia West (Opticos Design, Inc.)
- Michael Moule (Nelson\Nygaard Consulting Associates)
- Wendy Sugimura, Tony Dublino (Mono County)
- Forest Becket, Joe Blommer, Terry Erlwein (Caltrans District 9)
- Steve Tracy, Paul Zykofsky (Local Government Commission)

ATTACHMENT

Award application narrative and
Project photos



2015 Excellence in Transportation Entry

Category 11

Highway as a Main Street

Name of Project: Bridgeport Main Street Revitalization

Location: US Highway 395 through Bridgeport, California

Completion Date: August 2013

Submission must consist of font Times New Roman 12 points, and shall not exceed 3 pages.

(Summary Page 1 and Narrative Pages 2-3)

General Criteria

- a. Engage stakeholders to understand local and regional main street context, gain project support, and address relationship of project to surroundings
- b. Application of flexibility in design
- c. Collaborative opportunities
- d. Enhance community identity
- e. Stewardship of natural, economic and social resources

Scoring Criteria

- a. Successfully engaged stakeholders to address main street context and integrate project to its surroundings.
- b. Effective use of flexibility in design to meet transportation and community goals.
- c. Provides collaborative opportunities for funding, ownership, maintenance and operations.
- d. Improved community identity by reflecting local or regional context.
- e. Provides multi-modal travel options, use of recycled materials or other conservation methods, improve air and water quality, community and public health economic benefits, cost-effective and streamlined construction and maintenance activities, inclusive access to the transportation network, and creating a valuable public place.

Summary: Description of project to be placed on website if winning entry – 150 words or less.

The Bridgeport Main Street Revitalization project is an inspiring example of the community, Caltrans and County collaboratively building consensus, defining solutions, and efficiently implementing change in a short time period. The project applied Complete Streets concepts to transform a US 395 segment, which was used as a passing opportunity, into a walkable, livable, and multi-modal community Main Street by reducing vehicle lanes from five to three, increasing parking by 25% (through the innovative application of back-in angled parking), and adding bicycle lanes. Strong community consensus was developed through an inclusive, multi-stakeholder charrette process that included education, field investigation, and recommendations. The public support and complete planning process, together with effective streamlining of construction through an existing capital maintenance project, resulted in street reconfiguration within eight weeks of conception. The community, Caltrans and County continue working together to build on the project, and to monitor operational success and parking compliance.

Highway as a Main Street - Narrative 2 pages maximum

a. Engage stakeholders to understand local and regional main street context, gain project support, and address relationship of project to surroundings

Public outreach for the *Main Street Revitalization Plan for US 395 Through Bridgeport*, a planning effort funded by a Caltrans Community-Based Transportation Planning Grant, was conducted during the summer of 2012. The six-day charrette began with community visioning, education of participants on potential tools and mechanisms, and prioritization of community issues. This information was carried forward into a walking audit, with hands-on exploration of issues in the field, and a design session, where participants mapped and illustrated solutions to traffic, mobility, and connectivity issues. Throughout this process, four focus groups added further detail concerning the underserved Spanish-speaking population, economic vitality, local business needs, street and traffic functionality and safety, jurisdictional issues, provision of emergency services, etc. The public process closed with a final presentation by the consultant team on design recommendations. A straw poll identified strong consensus to eliminate two travel lanes and add back-in angled parking and bike lanes.

Agencies and stakeholders participating in the meetings and focus groups included the local community (including the Hispanic community), local business owners, Mono County Board of Supervisors, Mono County Departments (Public Health, Public Works, Risk Management, Facilities, and Community Development), Caltrans District 9, Eastern Sierra Unified School District (ESUSD), Bridgeport Fire Protection District, Mono County Sheriff, California Highway Patrol, Bridgeport Historical Society, Bureau of Land Management, U.S. Forest Service, Yosemite National Park, Bridgeport Public Utilities District, Bridgeport Chamber of Commerce, and the Bodie Foundation. In particular, local business owners and the ESUSD were consulted separately for input related to the economic vitality of Main Street and safe routes to school, respectively. Public participation was fantastic in this small town of 576 (2010 Census), with over 80 community members attending the closing presentation and an estimated 90% (20+) of Main Street business owners at the focus group. The workshop facilitator, who had conducted these workshops in over 2,500 communities in all 50 states, claimed this was among the best participation rate he had ever seen, especially by main street business owners.

b. Application of flexibility in design

Prior to the project, Bridgeport's Main Street consisted of five vehicle lanes (four through with a center turn lane) and parallel parking within a 100-foot cross section established when cattle were herded through town in the 1800s. This street configuration inherently created the only passing opportunity within an 18-mile stretch of US 395. Given low traffic volumes (3400 AADT) and the context of a main street commercial corridor within the Mono County seat, flexibility in design was considered to meet transportation and community goals of an economically vibrant and complete main street serving all users (bicyclists, pedestrians and vehicles) through multimodal facilities, active transportation, and improved safety.

The project reduced the number of vehicle lanes from five to three (two travel lanes and a center turn lane), added a dedicated bicycle lane, and increased parking availability by approximately 25% through the flexible application of back-in angled parking. The innovative back-in angled parking design was feasible given the cross-sectional width available after reducing lanes, and due to safety considerations. The parking maneuver is easier than parallel parking as the driver first pulls past the parking space, allowing a visual check of the parking path, and then backs into an angled slot. The backing maneuver requires less precision than fitting between two parallel-parked vehicles. Upon exiting the parking space, the driver has a better view of oncoming traffic and bicyclists over the low hood of an adjacently parked car, and the re-entry maneuver is as simple as driving forward into the traffic flow. As passengers exit the vehicle, the car doors provide a shield from traffic flow and direct pedestrians away from the street and toward the sidewalk. In addition, the car doors do not open into the bicycle lane, and loading/unloading of the trunk is completed from the safety of the sidewalk. Other improvements meeting transportation and community goals included increased pedestrian safety due to decreased distance to cross the street and better visibility, as the pedestrian can be seen before entering the vehicle travel lanes, and a perceived decrease in vehicle speeds.

c. Collaborative opportunities

The first year of parking compliance was poor (about 50%), with mostly tourists parking head-in on the wrong side of the street. Community members from the Bridgeport Regional Planning Advisory Committee (RPAC), who stewarded the Revitalization Plan, stenciled “BACK-IN ONLY” on parking stall curb faces in late August 2013 with Caltrans’ approval. Parking compliance improved to about 90%, and appeared to be nearly 100% in 2014. The RPAC, business/property owners and community continue to collaborate on funding a banner support structure design for a US 395 proposal, providing landscaping improvements along the pedestrian walkway, purchasing pedestrian amenities such as flower planters and benches, and building façade upgrades. Mono County is pursuing Active Transportation Program grant funding for sidewalk improvements and segment completion on US 395 and adjacent County roads, removable and permanent curb extensions on US 395, and rapid rectangular flashing beacons at the school crosswalk. Caltrans and the County continue to collaborate on snow removal and other related maintenance and operations issues.

The project builds upon a history of collaboration beginning in 2010 with the Eastern Sierra Corridor Enhancement Program jointly prepared by Kern, Inyo and Mono counties, with Caltrans’ participation. In addition, the project dovetailed nicely with other transportation and Main Street improvements during 2012-2013, such as the School Street Plaza Transportation Enhancement (TE) project and Bridgeport Streets road reconstruction project. School Street Plaza, also featuring back-in angled parking, created a vibrant, public gathering place on Main Street enhanced by the community/County’s purchase of additional benches, trash cans, and hanging flower baskets installed on decorative light poles. The flower baskets are maintained by the local County Service Agency. The Bridgeport Streets project included pedestrian/bike lanes striped on County roads, further emphasizing the multi-modal use of roads and improving the pedestrian network.

d. Enhance community identity

Bridgeport is steeped in a rich mining, ranching and Old West history with strong ties to the vast public lands surrounding the town. The community identifies with a rural, self-reliant and traditional way of life, including a close-knit community and quaint main street. Unfortunately, the old highway configuration of five vehicle lanes did not reflect this community character (and was no longer needed as a cattle thoroughfare). Bridgeport was often nothing more than a convenient passing opportunity for motorists.

Today, the reduction of vehicular lanes, increased parking, and added bicycle lanes reflects Bridgeport’s identity as a small and rural, but complete, town with a community, rich history, and commercial district worth experiencing. The increased parking invites travelers to get out of their cars and explore the quaint town, the bicycle lanes encourage a multi-modal community and support local bike rentals, and together with reduced travel lanes, all these features reflect a community Main Street rather than a highway that happens to pass through a town.

e. Stewardship of natural, economic and social resources

The project leveraged an existing Capital Preventative Maintenance (CAPM) project to complete the re-striping, effectively and efficiently streamlining design/construction. The improved walkability, connectivity, and multi-modal aspects encourage people to get out of their cars and explore, reducing greenhouse gas emissions, encouraging interactions that enhance the social fabric of the community, creating a valuable public space, providing inclusive access to the transportation network, and encouraging physical activity that results in health benefits. The economy may also benefit through increased retail sales as more visitors stop, and real estate transactions have improved with one transaction positively influenced by the project and two other inquiries referencing the project. In addition, the project occurred entirely within the existing roadway using only paint, which prevented any new direct environmental impacts and created major change at a very low cost. Lastly, the project helped empower the community. By building consensus and working collaboratively with Caltrans, the County and community were able to effect change and enhance the sense of place and character of Bridgeport’s Main Street. The community is continuing to take ownership of its Main Street by assisting with landscaping construction and maintenance, and investing in additional public and private realm improvements.

Photos for Bridgeport Main Street Revitalization Application

Caltrans 2015 Excellence in Transportation Award

Category 11: Highway as Main Street

Entrant: Mono County Local Transportation Commission

Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

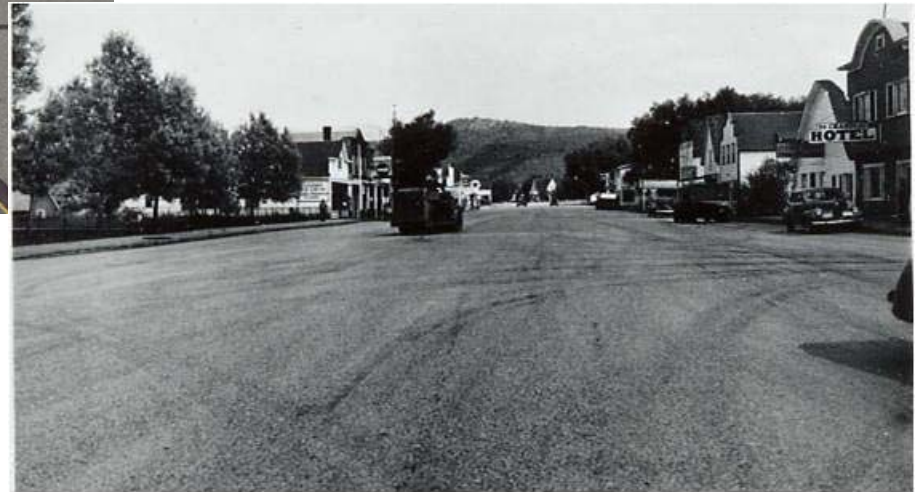
Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 1, 2



Historic Wide Cross Section
In Town



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 3, 4, 5, 6

Public Process



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

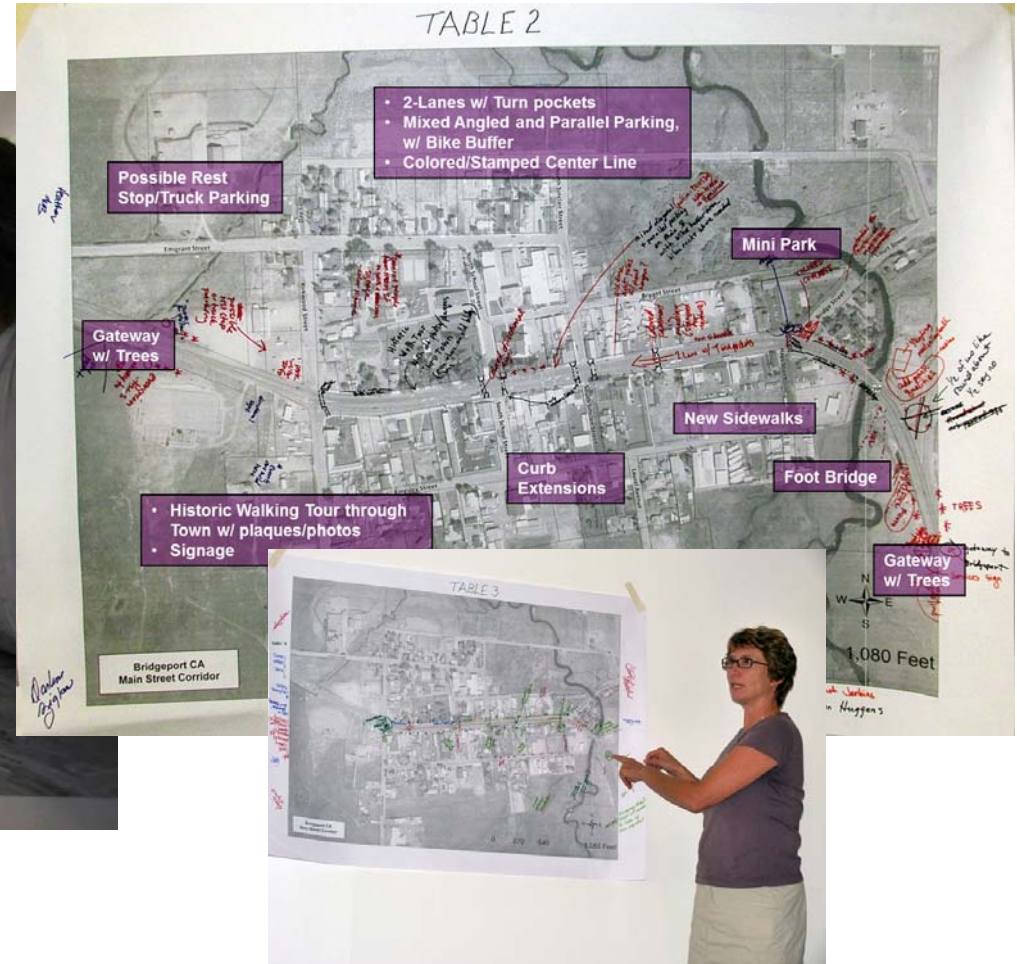
All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 7, 8, 9

Public Process



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

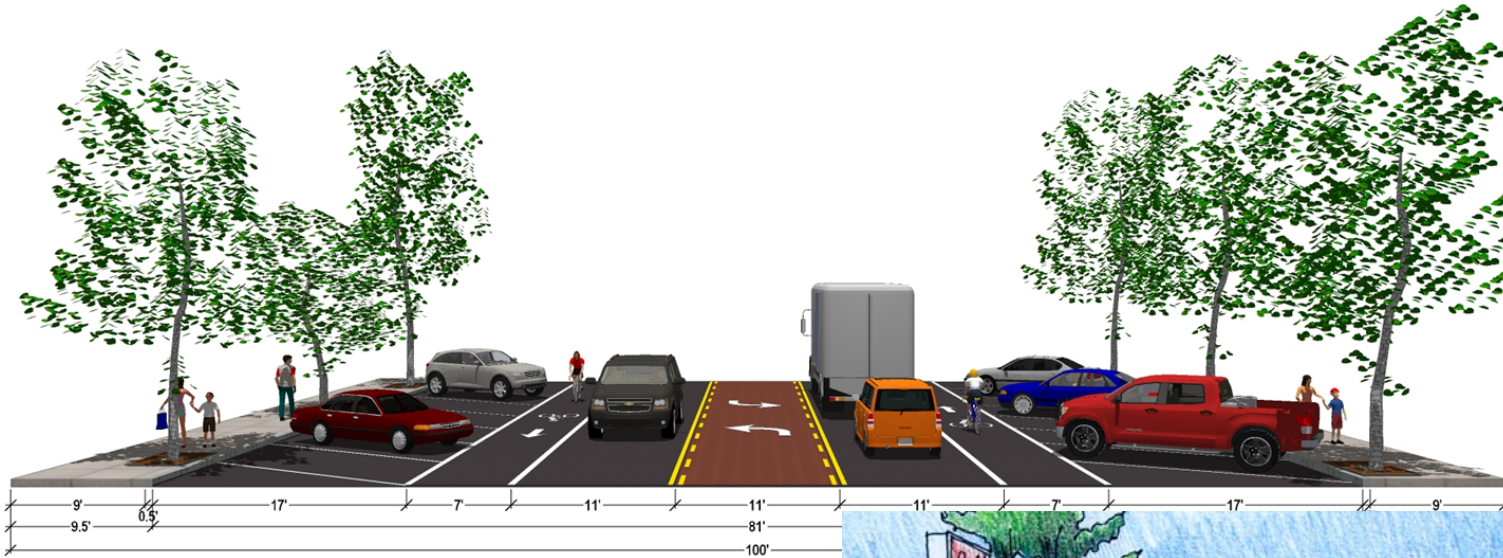
All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 10, 11, 12

Planning and Conceptualization



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 13, 14

Implementation



Caltrans District 9 photos

Photo lab data not applicable

Contact: Florene Trainor, PIO, 760.872.0603, florene.trainor@dot.ca.gov

Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 15, 16



Before



After

Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 17, 18



Before



After

Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: 19, 20

Community Collaboration on Operations



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

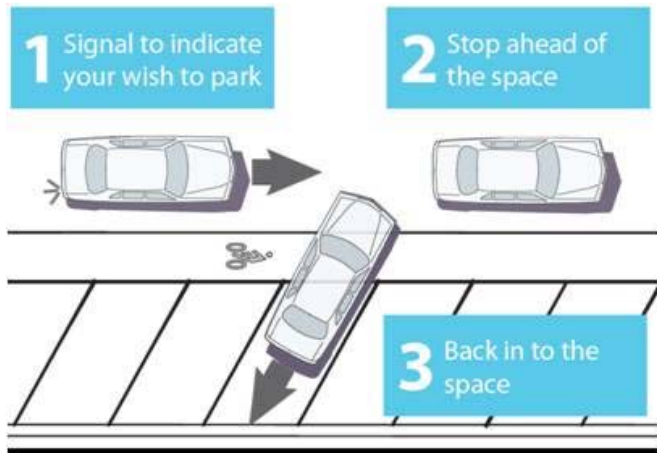
All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD:

Back-In Angled Parking in Action



Title: Bridgeport Main Street Revitalization Project

Category: 11 – Highway as a Main Street

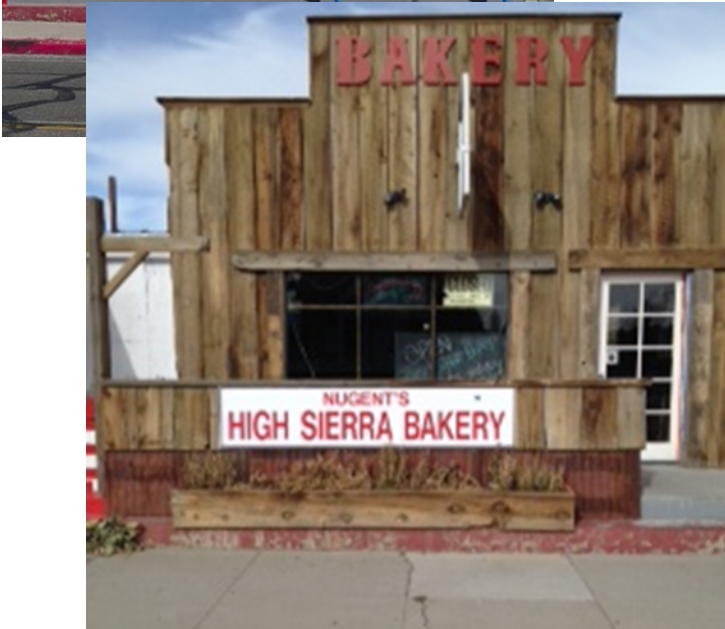
All photos courtesy of Mono County, the Local Government Commission, or Caltrans District 9

Location: US 395 through Bridgeport, California

Entrant: Mono County Local Transportation Commission

Photo ID on CD: Only small photos available – 21, 22, 23

Further Improvements



Façade Upgrade



School Street Plaza





OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Public Works - Road

TIME REQUIRED

SUBJECT Sale of Surplus Vehicles to Fire
Districts

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Two Special Districts, The Long Valley Fire Protection District and the Mono City Fire Protection District, have requested Mono County sell them surplus Ford Expeditions in good condition.

RECOMMENDED ACTION:

Receive staff report regarding requests from the Long Valley Fire Protection District (LVFPD) and the Mono City Fire Protection District (MCFPD) to purchase surplus vehicles (2009 Ford Expeditions, Unit 750 – VIN 1FMFU16599EB03954 and Unit 753 – VIN 1FMFU16589EB03959, respectively) from the County for \$1.00 each; find that the two vehicles are in good condition but are excess and/or unneeded property; authorize the Public Works Director to prepare, process, and execute applicable documents on behalf of Mono County to transfer ownership of the vehicles to the LVFPD and MCFPD; provide any desired direction to staff.

FISCAL IMPACT:

Based on results from the 2013 TNT auction, the County will lose potential Motor Pool Fund revenue of approximately \$12,000.

CONTACT NAME: Jeff Walters

PHONE/EMAIL: 760 932 5459 / jwalters@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

History

Time	Who	Approval
4/1/2016 11:22 AM	County Administrative Office	Yes
4/7/2016 10:33 AM	County Counsel	Yes
4/5/2016 8:23 AM	Finance	Yes



MONO COUNTY

DEPARTMENT OF PUBLIC WORKS

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

Date: April 12, 2016

To: Honorable Chair and Members of the Board of Supervisors

From: Jeff Walters, Public Works Director / Director of Road Operations & Fleet Services

Subject: Sale of Surplus Ford Expeditions to the Mono City Fire Protection District and the Long Valley Fire Protection District

Recommended Action:

1. Receive staff report regarding a request from the Long Valley Fire Protection District (LVFPD) to purchase a surplus 2009 Ford Expedition (Unit 750) from Mono County and a request from the Mono City Fire Protection District (MCFPD) to purchase a surplus 2009 Ford Expedition (Unit 753) from Mono County for \$1.00 each.
2. Find that the 2009 Ford Expedition (Unit 750, VIN 1FMFU16599EB03954) is in good condition but is excess and/or unneeded property.
3. Find that the 2009 Ford Expedition (Unit 753, VIN 1FMFU16589EB03959) is in good condition but is excess and/or unneeded property.
4. Authorize the Public Works Director to prepare, process, and execute applicable documents on behalf of Mono County to transfer ownership of Unit 750 to the LVFPD and Unit 753 to the MCFPD.
5. Provide any desired direction to staff.

Fiscal Impact:

Based on results from the 2013 TNT auction, the County will lose potential General Fund revenue of approximately \$12,000.

Discussion:

Mono County has several surplus vehicles ready for auction in April. There was a request from three Special Districts to purchase surplus Ford Expeditions in good condition. However, there were only two that were deemed worthy to sell to Special Districts. The remaining surplus vehicles had considerable issues with maintenance/repairs and are set for auction in April. The LVFPD and the MCFPD were judged to be in most need for the two Expeditions in good condition.

Unit 750, a 2009 Ford Expedition, and Unit 753, a 2009 Ford Expedition, were both formerly operated by Mono County Sheriff's Department, are considered surplus and/or unneeded property. Unit 750 has 131,665 miles and Unit 753 has 132,104 miles.

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

Respectfully submitted,



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



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Appreciation from Eastern Sierra
Wildlife Care

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Thank you to the Mono County Board of Supervisors from Eastern Sierra Wildlife Care.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Helen Nunn

PHONE/EMAIL: x5534 / hnunn@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Corr. ESWC</p>

History

Time	Who	Approval
4/7/2016 6:44 AM	County Administrative Office	Yes
4/7/2016 9:47 AM	County Counsel	Yes
4/7/2016 9:03 AM	Finance	Yes

Mono County Board of Supervisors



*With deepest appreciation
for your help and support
Eastern Sierra Wildlife Care*



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Correspondence re: EMS Ad Hoc
Committee

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Correspondence dated March 30, 2016 from Jack Copeland to the Board of Supervisors regarding the EMS Ad Hoc Committee.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Helen Nunn

PHONE/EMAIL: x5534 / hnunn@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Corr re: EMS Ad Hoc Committee

History

Time

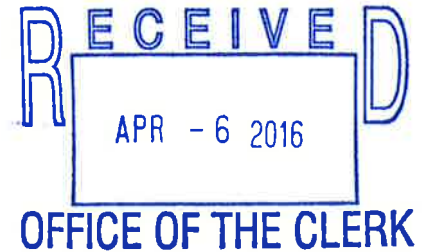
Who

Approval

4/7/2016 6:46 AM	County Administrative Office	Yes
4/7/2016 9:47 AM	County Counsel	Yes
4/7/2016 9:06 AM	Finance	Yes

March 30, 2016

Mono County Board of Supervisors
PO Box 696
Bridgeport, CA 93517



Re. EMS Ad Hoc Committee

Dear Board,

I want to follow up on the Committee's presentation to you. As I think you know, the committee members agreed not to express our personal opinions at the formal presentation, to send personal comments out later after the presentation.

First let me say, I agree with the findings of the committee. And if I understood Supervisor Johnston's comments correctly, there may be no immediate problem with the growing expenses of our EMS program. On the other hand, if growing deficits are a problem or are likely to a problem in the future then I think you should look a little deeper into the Private Option. The advantage of a private provider is that they will absolutely control the runaway labor costs of this program and they will provide whatever service standard you specify. A private system will most likely require continued subsidy plus a management fee but these can be negotiated.

The committee did not look at privatizing a portion of the system. We just looked at privatizing the whole system. I believe there is an opportunity to privatize the 395 core without a subsidy and then focus public funds on North County, the Route 6 Corridor, Swall and Paradise.

It is clear that expense growth in this program comes from wages and benefits. The committee provided many ideas about how to contain those costs and even reduce them and I think we should make cuts ourselves, if we can. There is no doubt that this process will require the cooperation of the Paramedics Association and will be politically challenging.

In the end it may be easier and more expedient to put out RFPs if for no other reason than to establish points of comparison.

It has been my pleasure to serve on the committee. I will be happy to help out in the future should you ask.

Sincerely,

A handwritten signature in black ink that reads "Jack Copeland". The signature is written in a cursive style.

Jack Copeland
PO Box 7615
Mammoth Lakes, CA 93546



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Community Development for Eastern Sierra Land Trust

TIME REQUIRED 20 minutes (10 minute presentation; 10 minute discussion) **PERSONS APPEARING BEFORE THE BOARD** Susanna Danner, Kay Ogden, Eastern Sierra Land Trust

SUBJECT Sceirine Point Ranch Agricultural Conservation Easement

AGENDA DESCRIPTION:

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

Proposed resolution supporting Eastern Sierra Land Trust's application to the California Department of Conservation's Sustainable Agricultural Lands Conservation Program (SALCP) for funds in support of the Sceirine Point Ranch Agricultural Conservation Easement Project.

RECOMMENDED ACTION:

Adopt proposed resolution. Provide any desired direction to staff.

FISCAL IMPACT:

None; impact to tax base likely to be minimal.

CONTACT NAME: Wendy Sugimura

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

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

SEND COPIES TO:
susanna@eslt.org

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> ESLT Information Packet & Resolution</p>

History

Time

Who

Approval

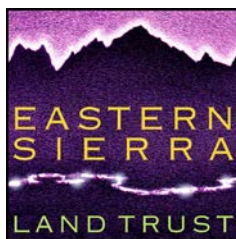
4/6/2016 11:54 AM	County Administrative Office	Yes
3/31/2016 5:08 PM	County Counsel	Yes
4/7/2016 9:04 AM	Finance	Yes

**REQUEST FOR MONO COUNTY BOARD OF SUPERVISORS APPROVAL OF A RESOLUTION IN
SUPPORT OF THE SCEIRINE POINT RANCH AGRICULTURAL CONSERVATION EASEMENT**



GRANT PROJECT:

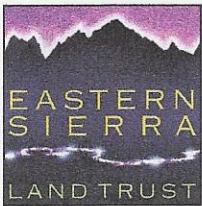
SCEIRINE POINT RANCH AGRICULTURAL CONSERVATION EASEMENT



EASTERN SIERRA LAND TRUST
P.O. Box 755
Bishop, CA
760.873.4554

FEBRUARY 2016

E A S T E R N S I E R R A L A N D T R U S T



250 N. Fowler St.
P.O. Box 755
Bishop, CA 93515
P: (760) 873-4554
F: (760) 873-9277
www.eslt.org

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*Membership
Development
Coordinator*

Sara Kokkelenberg
*Stewardship
Coordinator*

Catherine Tao
*Education Coordinator
and AmeriCorps
Member*



February 29, 2016

Honorable Mono County Board of Supervisors
PO Box 237
Bridgeport, CA 93517

Dear Honorable Chair and Members of the Board of Supervisors,

We are pleased to put before you a resolution in support of our application for grant funding from the Sustainable Agricultural Lands Conservation Program (SALCP) administered by the California Department of Conservation to purchase an agricultural conservation easement on the Sceirine Point Ranch in Bridgeport Valley.

The goal of this project is to purchase an agricultural conservation easement from Sceirine Point Ranch to support the multi-generational family ranching operation on approximately 2,375 acres of land in Bridgeport Valley. The easement purpose is to conserve priority working agricultural land resources and productive grasslands that support irrigated and non-irrigated pastureland and upland range/grazing land; habitat for the Bi-State population of Greater Sage-Grouse, mule deer and other species of plants and animals; and open space and scenic values. Livestock grazing is a historic use in the county and one that contributes to the rural character of the area and to the area's scenic appeal for the purpose of conserving priority agricultural land resources.

This project will permanently preserve the important agricultural, natural, and scenic resources found on this beautiful working cattle ranch. Once the easement is recorded, the Eastern Sierra Land Trust will monitor the ranch in perpetuity to maintain the resources to be preserved as stated in the conservation easement. The purchase price for this easement has been appraised at \$3.71 million. The Eastern Sierra Land Trust has been awarded a grant of \$10,000 from California Deer Association and a grant of \$2,782,500 from Natural Resources Conservation Service (NRCS) for the purchase of the easement. We have received preliminary approval for matching funds from the Sustainable Agricultural Lands Conservation Program, and the attached resolution is needed to finalize the funding.

In this document, you will find the proposed resolution, a summary of the project, excerpts from the Mono County General Plan that support agricultural preservation, an excerpt from the Bi-State Sage-Grouse Action Plan, and a map of the project area.

Thank you for your time and consideration of the Sceirine Point Ranch Agricultural Conservation Easement Resolution.

Sincerely,

Kay Ogden
Executive Director



RESOLUTION 16-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
REGARDING THE EASEMENT PROPOSAL TO THE CALIFORNIA DEPARTMENT OF
CONSERVATION'S SUSTAINABLE AGRICULTURAL LANDS CONSERVATION PROGRAM
(SALCP) FOR THE SCEIRINE POINT RANCH AGRICULTURAL CONSERVATION
EASEMENT PROJECT**

WHEREAS, the Legislature has established the Sustainable Agricultural Lands Conservation Program (SALCP) within the Department of Conservation, and through a grant program is providing assistance to conserve important agricultural land resources that are subject to conversion pressures; and

WHEREAS, the Eastern Sierra Land Trust intends to purchase an agricultural conservation easement from Sceirine Point Ranch to support the multi-generational family ranching operation on approximately 2,375 acres of land in Bridgeport Valley for the purpose of conserving priority working agricultural land resources and productive grasslands that support irrigated and non-irrigated pastureland and upland range/grazing land; and conserve habitat for the Bi-State population of Greater Sage-Grouse, mule deer and other species of plants and animals; and open space and scenic values; and

WHEREAS, livestock grazing is a historic use in the county and one that contributes to the rural character of the area and to the area's scenic appeal for the purpose of conserving priority agricultural land resources; and

WHEREAS, the Mono County Board of Supervisors approves the easement proposal and certifies that the easement proposal meets the eligibility criteria set forth in Public Resources Code Section 10251, to wit:

(a) The parcel proposed for conservation is expected to continue to be used for, and is large enough to sustain, commercial agricultural production. The land is also in an area that possesses the necessary market, infrastructure, and agricultural support services, and the surrounding parcel sizes and land uses will support long-term commercial agricultural production.

(b) Mono County has a general plan which demonstrates a long-term commitment to agricultural land conservation. This commitment is reflected in the goals, objectives, policies, and implementation measures of the plan, as they relate to the area of Bridgeport Valley where the easement acquisition is proposed.

(c) Without conservation, the land proposed for protection is likely to be converted to nonagricultural use in the foreseeable future.

NOW, THEREFORE, BE IT RESOLVED THAT THE MONO COUNTY BOARD OF SUPERVISORS HEREBY certifies that the proposed easement meets the eligibility criteria set forth in Public Resources Code Section 10251 and approves the filing of an application for funding from the

1 Sustainable Agricultural Lands Conservation Program (SALCP).

2 **PASSED AND ADOPTED THIS 12th DAY OF APRIL 2016, BY THE FOLLOWING VOTE:**

3
4 AYES:

5 NOES:

6 ABSENT:

7 ABSTAIN:

8

9

Fred Stump, Chairman

10

11 Attest:

Approved as to form:

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13 _____
Clerk of the Board

County Counsel

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Sceirine Point Ranch Information Sheet

This property features approximately 2,375 acres of privately owned grazing land and important wildlife habitat located along the southern edge of the Bridgeport Valley in Mono County, California. The property includes important irrigated wet meadows, sagebrush-bitterbrush desert scrub, several creeks, aspen stands and riparian willow scrub, and pinyon-juniper forested hill slopes. The property is bordered by public lands to the south and east.



Property Features:

- The property is used as summer pasture for cattle as part of a working ranch and includes extensive irrigated meadow and upland rangeland. The property includes senior adjudicated and storage water rights in the East Walker River watershed.
- The property has been identified as high quality brood rearing and late summer habitat for the Bi-state population of greater sage-grouse. The Sceirine Point Ranch is identified in the Bi-State Action Plan for the conservation of sage-grouse as a priority property for a conservation easement.
- The property contains extensive wetlands (>1,000 acres) and significant reaches of Virginia, Green, and Summers Creeks, all of which are tributaries to the East Walker River.
- The property is crossed by publicly accessible roads and visible from surrounding public lands administered by the Humboldt-Toiyabe National Forest and Bureau of Land Management.



Project Details:

- This land conservation project is structured as an agricultural conservation easement. The land ownership will remain private so that it remains on property tax rolls for Mono County, and all land management duties remain the responsibility of the private landowners. Eastern Sierra Land Trust (ESLT) would serve as the conservation easement holder, conducting annual compliance monitoring visits to the property and enforcement duties.
- The easement will restrict future uses to grazing and limit future building, subdivision, mining, and industrial development, protecting the important agricultural, habitat, and scenic open space values of the property.
- Due to the unique biological resources on the property an agricultural land easement plan will be prepared to ensure a balance between livestock grazing and important habitat characteristics. The plan will utilize the technical expertise of Natural Resource Conservation Service (NRCS), ESLT, and the private landowners.
- Funding: ESLT has been awarded funding including 75% of the fair market value from NRCS and is seeking 25% from California Department of Conservation's Sustainable Agricultural Land Conservation Program (SALCP). A qualified appraisal of the property has determined the fair market value of the conservation easement to be \$3.71M. The California Deer Association has awarded funds to cover a portion the purchase price and project-related expenses.

ESLT is a nationally accredited 501(c)(3) nonprofit organization based in Bishop, California. Currently, ESLT has helped preserve over 10,500 acres of prime agricultural lands, diverse habitats, and scenic vistas, through partnerships with private landowners, governmental agencies, and the public. More information is available by contacting:

Susanna Danner, Land Conservation Program Director

susanna@eslt.org

(760) 873-4554

www.eslt.org



The Sceirine Point Ranch agricultural conservation easement project supports the goals and policies of the Mono County General Plan:

Mono County General Plan, Land Use Element – 2015

Issues/Opportunities/Constraints for Bridgeport Valley

1. There is a significant amount of high-quality agricultural land in the Bridgeport Valley, all of which is privately owned. There is a desire to maintain this land in agricultural uses in order to preserve the scenic qualities of the land. Much of the agricultural land may include wetlands; a wetlands delineation study has been completed for portions of the Valley. There is a need to address potential impacts to surface waters from grazing and irrigation and associated impacts to fisheries and wildlife.

Countywide Land Use Policies:

GOAL 1: Maintain and enhance the environmental and economic integrity of Mono County while providing for the land use needs of residents and visitors.

Objective 1.A.: Accommodate future growth in a manner that preserves and protects the area's scenic, agricultural, natural, cultural and recreational resources and that is consistent with the capacities of public facilities and services.

Policy 1.A.8: Maintain or enhance the integrity of critical wildlife habitat in the county by limiting development in those areas and requiring mitigation in conformance to CEQA and this General Plan. Examples of critical wildlife habitat include, but are not limited to: key winter ranges, holding areas, migration routes, and fawning areas for mule deer; habitat for other big game species; leks, nesting areas and winter and summer range for sage grouse; fisheries and associated habitat; and riparian and wetland habitat.

Objective 1.G.: Protect open space and agricultural lands from conversion to and encroachment of developed community uses.

Policy 1G.1: Protect lands currently in agricultural production.

Bridgeport Valley Planning Area Land Use Policies:

GOAL 7: Provide for orderly growth in the Bridgeport Valley in a manner that retains the small town character, and protects the area's scenic, recreational, agricultural, and natural resources.

Objective 7.B: Maintain the scenic, agricultural, and natural resource values in the Bridgeport Valley.

Policy 7.B.1: Preserve agricultural lands and wetlands.

Bridgeport Area Wetlands Policies:

GOAL 8: Preserve and enhance wetland functions and values, including wildlife and plant habitat, beneficial livestock forage value, water quality benefits, and aesthetic and recreational values, while providing for orderly growth and an efficient, coordinated permitting process.

Mono County General Plan, Conservation/Open Space Element Issues/Opportunities/Constraints

Agriculture, Grazing, and Timber

1. Livestock grazing (cattle and sheep) is a historic use in the county and one that contributes to the rural character of the area and to the area's scenic appeal. Much of the land used for grazing is federally owned. LADWP lands are also leased for grazing.

2. Agricultural land contributes to the area's scenic appeal as well as to the county's economy. Preservation of agricultural and grazing land can provide important open space and wildlife habitat, especially where there are pressures to develop intensively. The most productive agricultural lands are primarily located in the Antelope Valley, Bridgeport Valley, Long Valley, Fish Lake Valley and Tri-Valley. Some areas have experienced conflicts between agricultural uses and non-agricultural uses, primarily residential development, in the past, and could experience these conflicts again as the development market improves. The desire for increased residential development and smaller lot sizes in those areas conflicts with the need to maintain larger lot sizes for viable agricultural operations. Water availability, including groundwater, is a potential limiting factor for continued agricultural viability.

4. Sound agricultural management can be compatible with wildlife management objectives; e.g., sage grouse habitat, and greenhouse gas emission reduction through carbon sequestration, providing multiple resource benefits.

Conservation/Open Space Element – 2015

III. POLICIES

Open Space Policies

GOAL 1. Preserve natural open-space resources which contribute to the general welfare and quality of life for residents and visitors in Mono County and to the maintenance of the county's tourism economy.

Objective 1.A: Preserve existing open space.

Policy 1.A.3: Protect agricultural uses to maintain the open-space character of the county.

Policy 1.A.8: Work with appropriate agencies, organizations, and individuals to preserve open space permanently for wildlife habitat, viewshed values, recreational uses, or other resource protection purposes.

Action 1.A.8.d. Evaluate available methods to encourage the acquisition of key open-space areas for resource values, including the use of taxes, tax-incentives, state and federal funding, grants, and other programs.

Biological Resources Policies

GOAL 2: Maintain an abundance and variety of vegetation, aquatic and wildlife types in Mono County for recreational use, natural diversity, scenic value, and economic benefits.

Objective 2.A: Maintain and restore botanical, aquatic and wildlife habitats in Mono County.

Policy 2.A.4: Participate in the Bi-State Local Area Working Group on sage grouse conservation and assist with the implementation of the Bi-State Action Plan.

Policy 2.A.7: Support the acquisition of valuable wildlife habitat by federal or

state land management agencies or land conservation organizations.

Action 2.A.7.a. Support acquisition of important wildlife areas through outright purchase, land donations, trades, purchase of easements, and related options.

Agriculture, Grazing, and Timber Policies

GOAL 5: Preserve and protect agricultural and grazing lands in order to promote both the economic and open-space values of those lands.

Objective 5.A: Encourage the retention of agricultural and grazing lands.

Policy 5.A.1: Discourage the conversion of agricultural lands to non-agricultural uses.

Policy 5.A.3: Encourage the development of programs that offer financial incentives to farm owners to reduce reliance on subdivision and sale of land to raise operating capital.

Action 5.A.3.d: Support agricultural conservation easements and working lands programs by entities such as the Eastern Sierra Land Trust and NRCS.

Visual Resources Policies:

GOAL 20: Protect and enhance the visual resources and landscapes of Mono County.

Objective 20.A: Maintain and enhance visual resources in the county.

Action 20.A.4.c. Encourage private landowners with visually significant property to grant or sell a conservation easement to a land conservation organization to protect the land as open space, including continued agricultural uses.

Urbanization

Strategy MER2: Secure conservation easements or agreements with willing landowners to maintain private lands and associated sage-grouse habitats values and minimize the risk of future development impacts to important sage-grouse habitats in the Bi-State area.

Responsible Parties: Landowners, NRCS, FWS, NGOs, LAWG

- **Action MER2-1:** Provide technical assistance to willing landowners to develop Conservation Agreements or Candidate Conservation Agreements with Assurances.
- **Action MER2-2:** Secure a conservation easement or agreement with the Desert Creek Ranch to maintain essential brood rearing habitat in proximity to Desert Creek Lek #2 in the Desert Creek-Fales PMU.
- **Action MER2-3:** Secure a conservation easement or agreement with the Sceirine Ranch to maintain current land use practices and associated sage-grouse brood rearing/late summer habitat values in the Bodie, Mount Grant and Desert Creek-Fales PMUs.
- **Action MER2-4:** Secure a conservation easement or agreement with the Sweetwater Ranch to maintain essential brood rearing habitat in proximity to the Wiley Ditch/Sweetwater Summit lek complex in the Desert Creek-Fales PMU.
- **Action MER2-5:** Secure a conservation easement or agreement for the Mormon Ranch to maintain essential brood rearing habitat in proximity to the Bridgeport Canyon/Little Mormon lek complex in the Bodie PMU.
- **Action MER2-6:** Secure a conservation easement or agreement for the Aurora Meadows complex to maintain brood rearing habitat in proximity to the Aurora lek in the Mount Grant PMU.
- **Action MER2-7:** Secure a conservation easement or agreement for Sinnamon Meadows to maintain brood rearing/late summer habitat values in the western portion of the Bodie PMU.
- **Action MER2-8:** Secure conservation easements or agreements with willing landowners in the Burcham Flat, Wheeler Flat and Fales Hot Springs vicinities to prevent further development impacts in proximity to leks in the Fales breeding complex in the Desert Creek-Fales PMU.
- **Action MER2-9:** Secure conservation easements or agreements with willing landowners for important brood meadow habitat in the Green Creek and Virginia Creek vicinities in the western portion of the Bodie PMU.
- **Action MER2-10:** Secure conservation easements or agreements with willing landowners to maintain key brood rearing/late summer habitats in Bodie Hills portion of the Bodie PMU.

- **Action MER2-11:** Secure conservation easements or agreements with willing landowners in Huntoon Valley, Swauger Creek and northern Bridgeport Valley to maintain brood rearing/late summer habitat values in the southwest portion of the Desert Creek-Fales PMU.
- **Action MER2-12:** Secure conservation easements or agreements with willing landowners to maintain key nesting or wintering habitats along the eastside of the White Mountains in the White Mountains PMU.

Infrastructure and Human Disturbance

Strategy MER3: Implement site-specific conservation measures designed to minimize or eliminate risks associated with existing infrastructure and human disturbance in the Bi-State area.




Responsible Parties: BLM, USFS, Landowners, NRCS, FWS, NDOW, CDFG

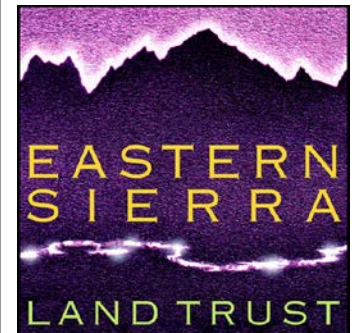
- **Action MER3-1:** Install flight diverters on the existing non-let down fence adjacent to Long Valley Lek 2 to deter documented fence strikes.
- **Action MER3-2:** Identify and provide an alternate location for the Mono County landfill and work towards removing the existing landfill out of the Long Valley portion of the South Mono PMU.
- **Action MER3-3:** Design and implement public lek viewing guidelines and other management strategies to reduce human disturbance in the vicinity of Desert Creek Lek #2 in the Desert Creek-Fales PMU.
- **Action MER3-4:** Evaluate existing fences in the Bodie PMU for fence strike hazards. Remove extraneous fences or mark existing fences with flight diverters to deter fence strikes in areas where fence strike hazards are documented. Focus initial efforts in the vicinity of Bodie State Historic Park, 7-Troughs, and Lower Summers Meadow.
- **Action MER3-5:** Work with private landowners in the Long Valley portion of the South Mono PMU to evaluate existing fences for fence strike hazards. Provide assistance to modify or mark existing fences with flight diverters to deter fence strikes in areas where fence strike hazards are documented.
- **Action MER3-6:** Remove or relocate the existing fence near Wiley Ditch Lek #3 in the Desert Creek-Fales PMU if flight diverters are ineffective at preventing fence strikes.
- **Action MER3-7:** Develop and implement stipulations to minimize disturbance impacts associated with increased traffic from the Aurora-Borealis mine in the Mount Grant PMU.
- **Action MER3-8:** Increase warden presence during the sage-grouse breeding season in the lower elevations of the Mount Grant PMU to deter poaching.

Sceirine Point Ranch

Aerial of Parcel showing
Proposed Conservation Easement

Agricultural Lands
of Bridgeport Valley
2016

-  Property
-  Major Road
-  County_Maintained_Roads



0 1,350 2,700
Feet



North American Datum of 1983 (NAD 83)
Universal Transverse Mercator, Zone 11
Sources: Mono County, US Geological Survey

Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: CAO

TIME REQUIRED 1 hour (10 minute presentation; 50 minute discussion)

PERSONS APPEARING BEFORE THE BOARD Leslie Chapman

SUBJECT Board Rules of Procedures Update

AGENDA DESCRIPTION:

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

Review and update the Mono County Board of Supervisors Board Rules of Procedures.

RECOMMENDED ACTION:

1. Review proposed changes to the Mono County Board of Supervisors Board Rules of Procedure, provide comments, corrections and edits.
2. Consider adopting the amended Mono County Board of Supervisors Board Rules of Procedure.
3. Provide further direction to staff if desired.

FISCAL IMPACT:

None

CONTACT NAME: Leslie Chapman

PHONE/EMAIL: 760-932-5414 / lchapman@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Board Rules Staff Rep;ort
<input type="checkbox"/> Board Rules
<input type="checkbox"/> Board Rules Showing Edits

History

Time	Who	Approval
4/7/2016 7:11 AM	County Administrative Office	Yes
4/7/2016 9:47 AM	County Counsel	Yes
4/7/2016 8:22 AM	Finance	Yes



COUNTY OF MONO

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

Leslie L. Chapman
County Administrative Officer

April 12, 2016

To: Honorable Board of Supervisors

From: Leslie Chapman, CAO

Subject:

Board Rules of Procedures Update

Recommendation:

1. Review proposed changes to the Mono County Board of Supervisors Board Rules of Procedure, provide comments, corrections and edits.
2. Consider adopting the amended Mono County Board of Supervisors Board Rules of Procedure.
3. Provide further direction to staff if desired.

Discussion:

The purpose of Board Rules of Procedure (Rules) is to foster understanding and respect for the democratic process, facilitate compliance with applicable laws, encourage public participation, provide guidance on decorum, and enhance effective and efficient management of Board Meetings. With that end in mind, staff has reviewed and proposed edits to the Rules that were last updated and adopted on February 10, 2015.

The most notable change is the addition of the introduction which includes a definition of board governance, a few words on governance culture and some general guidelines about working with other board members, staff members and the community. Other changes are mainly edits to reflect updated procedures and clarifying language for existing practices.

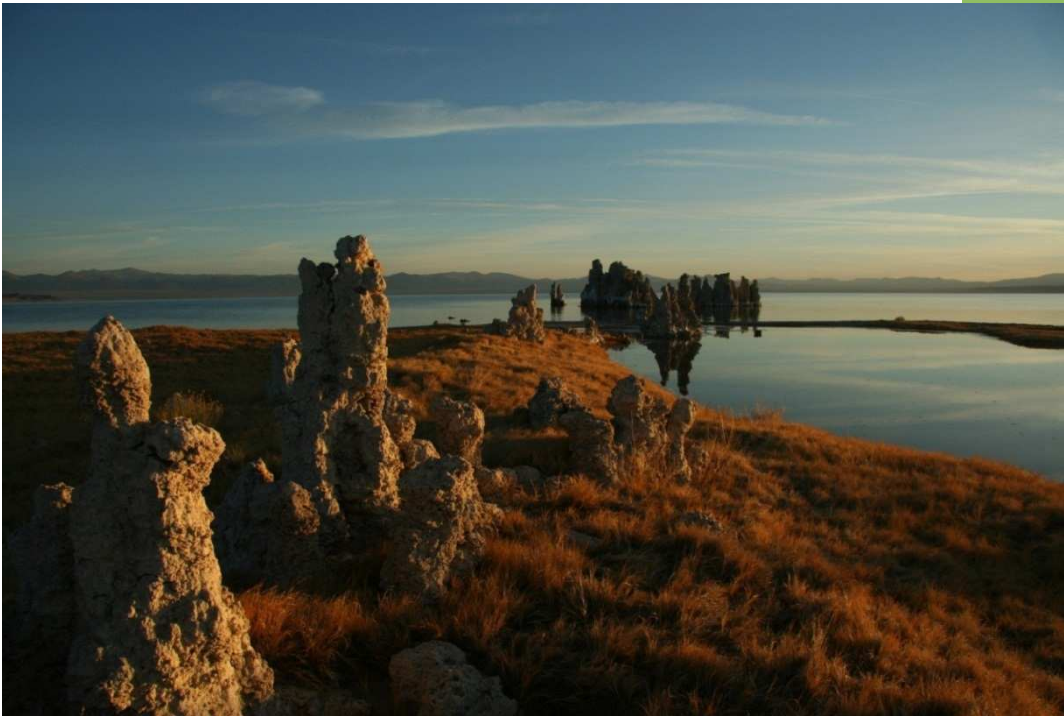
Staff will facilitate a review of the Board Rules of Procedure manual including proposed updates and other edits. Comments and guidance from your Board will be solicited and appreciated. At the end of the workshop, it is anticipated that your Board will either adopt the Rules with amendments or direct staff to bring back the amended Rules for approval at a future meeting.

Fiscal Impact:

None

Mono County Board of Supervisors

Board Rules of Procedure



Adopted Date: April 12, 2016

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INTRODUCTION
BOARD GOVERNANCE

Governance is the act of transforming the needs and desires of the community into policies that direct the organization. As the governance team fulfills the responsibility of setting direction, the way in which the governance team members perform their role is critical. Whether in Board Chambers, out in the community or at home, Board members are always stewards of the County.

The integrity of the County is dependent upon the responsible and professional manner in which each Board member and the Board collectively, fulfills governance roles and responsibilities. The demeanor of governance team members sends an important message to employees and the public. In all relationships, dealings and transactions, Board members act with integrity, openness, respect and honesty. Through these values, the governance team strives to earn and convey trust. The team retains public trust through efficient and cost-effective stewardship of resources

Utilizing effective governance practices, private citizens, once elected to the Board of Supervisors, work with the County Administrator to keep the organization's efforts focused on its mission, values and strategic goals. The community elects Board members to set and monitor the direction of the County with the County Administrator, who translates this direction into action. It is therefore vital that the Board and County Administrator have a respectful and productive working relationship based on trust and open communication.

When done effectively, the opportunity to create a climate for excellence increases dramatically.

GOVERNANCE CULTURE

An excellent governance culture is characterized by a Board that operates in an environment of trust, respect and professional demeanor at all times. The Board sets the tone for the entire County in how it carries out its governance responsibilities.

The Mono County Board of Supervisors will strive to:

- Govern as a team that is strategically focused and mission driven
- Align goals and resources
- Establish and govern within a culture of inquiry
- Govern in an accessible manner, committed to openness and transparency
- Govern in a collaborative manner with the community, staff and within the Board
- Commit to learning and improvement
- Be accountable to each other for the highest standards of Board performance and effectiveness

BOARD GUIDELINES

In addition to abiding by the rules of procedure outlined in this document, members of the Mono County Board of Supervisors agree to the following guidelines for working with each other, staff members and the community.

Mission, Vision and Values

- Meet Mono County's mission to support all our communities by providing superior services while protecting our unique rural environment.
- Realize the county vision of outstanding community services and quality of life beyond compare.
- Be guided by county values of customer service, integrity, excellence, collaboration, innovation, and results orientation.

Roles and Responsibilities

- As elected representatives of the people of Mono County, set the direction and policy of the organization.
- Ensure fiscal responsibility.
- Use the strategic planning process as the means to implement direction and policy, and to align goals and resources.

Governance Principles

- Prepared, Informed: Read and research meeting materials; engage with colleagues, staff and public with respect and dignity; make decisions based on data and evidence; continually learn about county issues, services and programs.
- Transparency and Accessibility: Use board report section of regular meetings to inform colleagues, staff and public on activities relating to board assignments, and constituent issues; use role as elected representative to communicate board actions and policies and be willing to hear concerns and answer questions in a variety of media (phone calls, emails, etc.);
- High Ethical Standards: Meet and exceed requirements of the Fair Political Practices Commission; demonstrate a commitment to training and compliance with laws governing personal financial gain, special privileges and perks, fairness, open government, whistle-blowing protections, and staff relations issues.
- Partnership with CAO and Staff: Support the CAO in managing the county; agree to established rules in interacting with staff (bringing any staff requests that require significant resources back to the full board for consideration).
- Accountability: Measure effectiveness according to goals set in the strategic plan; hold annual board governance sessions to discuss and evaluate board performance and adherence to rules and guidelines.

RULES OF PROCEDURE

OF THE BOARD OF SUPERVISORS

MONO COUNTY, CALIFORNIA

I. PURPOSE

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

II. GENERAL

Rule 1. Applicability of Rules

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

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

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

Rule 2. Definitions

In interpreting these Rules:

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

III. MEETINGS

Rule 3. Regular Meetings and Annual Calendar

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

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

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Center Mall, Suite 307, 452 Old Mammoth Road, Mammoth Lakes, California. Videoconferencing will be available each week between Bridgeport and Mammoth Lakes, unless technically infeasible. Business shall normally be conducted between 9:00 a.m. and 5:00 p.m., but may continue past 5:00 p.m., provided no board members present object.

An annual calendar of meetings shall be adopted by the Board at their first meeting in January. The calendar will include all known regular meetings. All regularly scheduled meetings shall also be streamed live over the internet, and shall be archived and available for later online viewing. Videos shall be available on the county website at <http://monocounty.ca.gov/meetings>.

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

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

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

Rule 5. Emergency Meetings

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

Rule 6. Closed Sessions

Prior to holding any closed session, the Chair shall announce the session in an open meeting, and shall provide an opportunity for public comment on items on the closed session agenda. The listing of such items on the agenda shall constitute such announcement, at the discretion of the Chair. During the closed session the Board may discuss or consider only those items on the agenda. At the conclusion of the closed session the Board shall orally report action taken, in an open meeting, where required by law (Government Code §54957.1).

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

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

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

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

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

If both the Chair and the Vice-Chair are absent or unable to participate, the Chair Pro-Tempore shall call the meeting to order, serve as the presiding officer, and shall have and exercise all power and duties of the Chair for the meeting over which he or she is called to preside and at ceremonial and official functions which neither the Chair nor Vice Chair can attend.

V. AGENDAS AND AGENDA MATERIALS

Rule 9. Meeting Agenda

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

Rule 10. Addendums/Supplemental Agenda Items

At least 72 hours before a regular meeting, the Clerk shall prepare, post, and distribute all addendums/supplemental agendas when there has been an item added, continued, deleted, and/or modified since the distribution of the initial meeting agenda.

Rule 11. Use of Novus Agenda Software

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

Rule 12. Department/Agency Agenda Responsibilities

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

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

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Rule 13. Review and Filing of Agenda Items

After preparing agenda items in Novus Agenda, all items shall be reviewed by the County Administrator, County Counsel, and Finance Director. Any one of these three reviewers may ask for additional information, clarification, and may determine not to place any item on the agenda that is not complete or is not submitted in accordance with instructions. Without amendment to these Rules, agenda submittal instructions may be amended or additional requirements imposed to ensure appropriate review and Brown Act compliance.

Rule 14. Board Correspondence

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

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

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

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

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

VI. CONDUCT OF BUSINESS

Rule 16. Order of Business

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

Rule 17. Board Member; Notification of Absence

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

Rule 18. Quorum and Action

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

Rule 19. Matters Not on the Agenda/Emergency Items

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

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

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

Rule 20. Consent/Regular Calendar Items

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

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

Rule 21. Public Hearings

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

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

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Each speaker's presentation at a public hearing shall be as brief as possible; visual and other materials may be used as appropriate. The Chair may establish a time limit for presentations. When speakers use or submit to the Board visual or other materials, such materials shall become part of the file and identified and maintained as such. When CDs, DVDs, thumb drives, USB memory sticks, or other portable electronic media (e-media) are submitted to the Board, at least one hard-copy of the information stored on the e-media must be provided to the Clerk. Speakers with lengthy presentations are encouraged to submit them in writing.

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

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

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

VII. PROCEDURE AND VOTING

Rule 22. Order and Decorum

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

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

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

Rule 23. Commitment to Civility

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

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

Rule 24. Use of Electronic devices and documents

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

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

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

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

Rule 25. Motions – General

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

Rule 26. Voting

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

A supervisor who is absent from all or a part of: (1) a public hearing, (2) an item that requires findings, or (3) an item that is quasi-judicial in nature, may subsequently vote on the matter if the supervisor has reviewed all

Mono County Board Rules of Procedure

evidence received during his/her absence, listened to the Clerk's recording or read a true and complete transcript of the proceedings, and so states on the record.

Rule 27. Roll Call Votes

The roll need not be called in voting upon a motion except where specifically required by law or requested by a Board member or the Chair. Each roll call vote shall be made in an order determined by the Clerk or directed by the Chair but generally shall first include: the maker of the motion; the member who seconded the motion; the balance of the members present, with the Chair called last, unless the Chair made, or seconded, the motion.

Rule 28. Conflicts of Interest

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

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

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

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

Rule 29. Motion to Rescind

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

Rule 30. Motion to Reconsider

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

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

Rule 31. Substitute Motion

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

Rule 32. Ordinances

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

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

Other ordinance hearing procedures may be used as required by law.

Rule 33. Planning Matters – Request for Continuance

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

Rule 34. Planning Matters – Original Jurisdiction

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

VIII. DUTIES OF COUNTY STAFF DURING BOARD MEETINGS

Rule 35. County Administrator

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

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Rule 36. County Counsel

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

Rule 37. Clerk of the Board

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

The Clerk shall record all regular meetings of the Board. All meetings shall be recorded by audio means. All regularly scheduled meetings, and whenever else possible, meetings shall also be recorded by video means. Video recordings shall be available online for later review as soon as practical on the county website at <http://monocounty.ca.gov/meetings>.

Rule 38. Sheriff

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

Rule 39. Department and Agency Directors

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

IX. COMMITTEES

Rule 40. Board Committees/Assignments and Reporting Requirements

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

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

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

Rule 41. Board of Supervisors Standing Subcommittees

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

The Chair shall recommend, with Board concurrence, members to each standing subcommittee. Generally, appointments shall occur at the Board's first regular meeting in January. All standing subcommittees shall be appointed for the calendar year, and the members shall continue as committee members until their successors have been appointed.

Rule 42. Board of Supervisors' Ad-Hoc Subcommittees

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

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

X. OTHER

Rule 43. Board Member Referrals to Staff

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

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

Rule 44. Action Summaries and Recordings of Meetings

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

The Clerk shall maintain the official audio record of each Board meeting for a period of at least 2 years and will make these tapes available for listening by the public at no charge. Video recordings of meetings shall be archived and available on the internet for a period of at least 2 years, and shall be available for viewing at no charge on the county website at <http://monocounty.ca.gov/meetings>.

XI. PARTICIPATION OF THE PUBLIC

Rule 45. Public Comment / Time Limits

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

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

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

Rule 46. Orderly Conduct

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

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

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

XII. Appendix A. Order of Agenda

Generally, business at Regular meetings shall be transacted in the following order. Business may be reordered by the Chair or by a majority of members. The Chair may modify the Agenda Order for the board's or public's convenience at a particular meeting, provided that no matter noticed for public hearing may be heard prior to the published time. The Board may modify or amend the Agenda Order without amending these Rules.

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

Adjournment – Meeting may be Adjourned in the Memory of/Moment of Silence/Reading of Names

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

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

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

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

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

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

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

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

- a) The public or any non-county entity (i.e. other governments, businesses, non-profits groups or other interest groups) are requested to contact the Clerk of the Board of Supervisors (760-932-5533 or 760-932-5538) for the date of the next available agenda. This information online at: <http://monocounty.ca.gov/bos>; click on **Meetings** link.
- b) A non-county individual or group seeking placement of an item on the Board of Supervisor's Agenda must have one of the Supervisors sponsor the item, and notify the Clerk of the Board with the name of Board Member sponsor.
- c) The following information is required via email to the Clerk of the Board of Supervisors before the item will be added to the agenda:
 - *A brief description of the item to be discussed.*
 - *Is there a requested Board action, or is this item informational?*
 - *Is there a fiscal impact to the County?*
 - *Name of the person(s) who will be appearing before the Board to make the presentation.*
 - *The amount of time requested, including discussion and questions from the Board.*
 - *Preferred time of presentation, morning or afternoon.*
Morning is between 9:30-12:00 p.m.; afternoon is after 2:00 p.m.

NOTE: *An afternoon time may not be possible if the meeting will be finished before Noon.*

 - *If the request is coming from an organization, please provide via email a cover memo on the organization's letterhead addressed to the Mono County Board of Supervisors describing in detail the request, expected Board action, and fiscal impact.*
 - *If handouts are to be provided or additional information at the Board meeting, you must provide this information via email to the Clerk of the Board of Supervisors. At least 20 copies for public distribution*
 - *If a PowerPoint presentation will be presented, please email it prior to the agenda deadline so it can be included in the Board's packet.*
- d) Upon request, the Clerk of the Board will provide a copy of a sample cover memo.

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Adopted Date: March 1, 2016

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INTRODUCTION BOARD GOVERNANCE

Governance is the act of transforming the needs and desires of the community into policies that direct the organization. As the governance team fulfills the responsibility of setting direction, the way in which the governance team members perform their role is critical. Whether in Board Chambers, out in the community or at home, Board members are always stewards of the County.

The integrity of the County is dependent upon the responsible and professional manner in which each Board member and the Board collectively, fulfills governance roles and responsibilities. The demeanor of governance team members sends an important message to employees and the public. In all relationships, dealings and transactions, Board members act with integrity, openness, respect and honesty. Through these values, the governance team strives to earn and convey trust. The team retains public trust through efficient and cost-effective stewardship of resources

Utilizing effective governance practices, private citizens, once elected to the Board of Supervisors, work with the County Administrator to keep the organization's efforts focused on its mission, values and strategic goals. The community elects Board members to set and monitor the direction of the County with the County Administrator, who translates this direction into action. It is therefore vital that the Board and County Administrator have a respectful and productive working relationship based on trust and open communication.

When done effectively, the opportunity to create a climate for excellence increases dramatically.

GOVERNANCE CULTURE

An excellent governance culture is characterized by a Board that operates in an environment of trust, respect and professional demeanor at all times. The Board sets the tone for the entire County in how it carries out its governance responsibilities.

The Mono County Board of Supervisors will strive to:

- Govern as a team that is strategically focused and mission driven
- Align goals and resources
- Establish and govern within a culture of inquiry
- Govern in an accessible manner, committed to openness and transparency
- Govern in a collaborative manner with the community, staff and within the Board
- Commit to learning and improvement
- Be accountable to each other for the highest standards of Board performance and effectiveness

BOARD GUIDELINES

In addition to abiding by the rules of procedure outlined in this document, members of the Mono County Board of Supervisors agree to the following guidelines for working with each other, staff members and the community.

Mission, Vision and Values

- Meet Mono County's mission to support all our communities by providing superior services while protecting our unique rural environment.
- Realize the county vision of outstanding community services and quality of life beyond compare.
- Be guided by county values of customer service, integrity, excellence, collaboration, innovation, and results orientation.

Roles and Responsibilities

- As elected representatives of the people of Mono County, set the direction and policy of the organization.
- Ensure fiscal responsibility.
- Use the strategic planning process as the means to implement direction and policy, and to align goals and resources.

Governance Principles

- **Prepared, Informed:** Read and research meeting materials; engage with colleagues, staff and public with respect and dignity; make decisions based on data and evidence; continually learn about county issues, services and programs.
- **Transparency and Accessibility:** Use board report section of regular meetings to inform colleagues, staff and public on activities relating to board assignments, and constituent issues; use role as elected representative to communicate board actions and policies and be willing to hear concerns and answer questions in a variety of media (phone calls, emails, etc.);
- **High Ethical Standards:** Meet and exceed requirements of the Fair Political Practices Commission; demonstrate a commitment to training and compliance with laws governing personal financial gain, special privileges and perks, fairness, open government, whistle-blowing protections, and staff relations issues.
- **Partnership with CAO and Staff:** Support the CAO in managing the county; agree to established rules in interacting with staff (bringing any staff requests that require significant resources back to the full board for consideration).
- **Accountability:** Measure effectiveness according to goals set in the strategic plan; hold annual board governance sessions to discuss and evaluate board performance and adherence to rules and guidelines.

RULES OF PROCEDURE

OF THE BOARD OF SUPERVISORS

MONO COUNTY, CALIFORNIA

I. PURPOSE

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

II. GENERAL

Rule 1. Applicability of Rules

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

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

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

Rule 2. Definitions

In interpreting these Rules:

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

III. MEETINGS

Rule 3. Regular Meetings and Annual Calendar

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

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

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Center Mall, Suite 307, 452 Old Mammoth Road, Mammoth Lakes, California. Videoconferencing will be available each week between Bridgeport and Mammoth Lakes, unless technically infeasible. Business shall normally be conducted between 9:00 a.m. and 5:00 p.m., but may continue past 5:00 p.m., provided no board members present object.

An annual calendar of meetings shall be adopted by the Board at their first meeting in January. The calendar will include all known regular meetings. All regularly scheduled meetings shall also be streamed live over the internet, and shall be archived and available for later online viewing. Videos shall be available on the county website at <http://monocounty.ca.gov/meetings>.

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

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

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

Rule 5. Emergency Meetings

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

Rule 6. Closed Sessions

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

Prior to holding any closed session, the Chair shall announce the session in an open meeting, and shall provide an opportunity for public comment on items on the closed session agenda. ~~The listing of such items on the agenda shall constitute such announcement, at the discretion of the Chair.~~ During the closed session the Board may discuss or consider only those items on the agenda. At the conclusion of the closed session the Board shall orally report action taken, in an open meeting, as where required by law, ~~action taken~~ (Government Code §54957.1).

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

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

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

Supervisor elected as Vice Chair will succeed the Chair in the following year and that the Chair Pro-Tempore shall similarly succeed the Vice Chair.

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

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

If both the Chair and the Vice-Chair are absent or unable to participate, the Chair Pro-Tempore shall call the meeting to order, serve as the presiding officer, and shall have and exercise all power and duties of the Chair for the meeting over which he or she is called to preside and at ceremonial and official functions which neither the Chair nor Vice Chair can attend.

V. AGENDAS AND AGENDA MATERIALS

Rule 9. Meeting Agenda

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

Rule 10. Addendums/Supplemental Agenda Items

At least 72 hours before a regular meeting, the Clerk shall prepare, post, and distribute all addendums/supplemental agendas when there has been an item added, continued, deleted, and/or modified since the distribution of the initial meeting agenda.

Rule 11. Use of Novus Agenda Software

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

Rule 12. Department/Agency Agenda Responsibilities

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

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

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Rule 13. Review and Filing of Agenda Items

After preparing agenda items in Novus Agenda, all items shall be reviewed by the County Administrator, County Counsel, and Finance Director. Any one of these three reviewers may ask for additional information, clarification, and may determine not to place any item on the agenda that is not complete or is not submitted in accordance with instructions. Without amendment to these Rules, agenda submittal instructions may be amended or additional requirements imposed to ensure appropriate review and Brown Act compliance.

Rule 14. Board Correspondence

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

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

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

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

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

VI. CONDUCT OF BUSINESS

Rule 16. Order of Business

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

Rule 17. Board Member; Notification of Absence

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

Rule 18. Quorum and Action

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

Rule 19. Matters Not on the Agenda/Emergency Items

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

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

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

Rule 20. Consent/Regular Calendar Items

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

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

Rule 21. Public Hearings

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

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

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

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

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

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

VII. PROCEDURE AND VOTING

Rule 22. Order and Decorum

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

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

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

Rule 23. Commitment to Civility

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

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

Rule 24. Use of Electronic devices and documents

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

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

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

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

Rule 25. Motions – General

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

Rule 26. Voting

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

A supervisor who is absent from all or a part of: (1) a public hearing, (2) an item that requires findings, or (3) an item that is quasi-judicial in nature, may subsequently vote on the matter if the supervisor has reviewed all

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evidence received during his/her absence, listened to the Clerk's recording or read a true and complete transcript of the proceedings, and so states on the record.

Rule 27. Roll Call Votes

The roll need not be called in voting upon a motion except where specifically required by law or requested by a Board member or the Chair. Each roll call vote shall be made in an order determined by the Clerk or directed by the Chair but generally shall first include: the maker of the motion; the member who seconded the motion; the balance of the members present, with the Chair called last, unless the Chair made, or seconded, the motion.

Rule 28. Conflicts of Interest

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

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

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

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

Rule 29. Motion to Rescind

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

Rule 30. Motion to Reconsider

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

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

Rule 31. Substitute Motion

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

Rule 32. Ordinances

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

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

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

Rule 33. Planning Matters – Request for Continuance

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

Rule 34. Planning Matters – Original Jurisdiction

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

VIII. DUTIES OF COUNTY STAFF DURING BOARD MEETINGS

Rule 35. County Administrator

The County Administrator shall be present during Board meetings and shall provide such information as necessary to assist the Board members in their deliberation and decision making. The County Administrator

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may delegate this responsibility to the County Finance Manager or County Counsel should extraordinary circumstances prevent the discharge of this responsibility.

Rule 36. County Counsel

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

Rule 37. Clerk of the Board

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

The Clerk shall record all regular meetings of the Board. ~~by audio or visual means or both. Regular meetings may also be broadcast or webcast.~~ All meetings shall be recorded by audio means. All regularly scheduled meetings, and whenever else possible, meetings shall also be recorded by video means. Video recordings shall be available online for later review as soon as practical on the county website at <http://monocounty.ca.gov/meetings>.

Rule 38. Sheriff

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

Rule 39. Department and Agency Directors

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

IX. COMMITTEES

Rule 40. Board Committees/Assignments and Reporting Requirements

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

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

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

Rule 41. Board of Supervisors Standing Subcommittees

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

The Chair shall recommend, with Board concurrence, members to each standing subcommittee. Generally, appointments shall occur at the Board's first regular meeting in January. All standing subcommittees shall be appointed for the calendar year, and the members shall continue as committee members until their successors have been appointed.

Rule 42. Board of Supervisors' Ad-Hoc Subcommittees

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

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

X. OTHER

Rule 43. Board Member Referrals to Staff

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

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

Rule 44. Action Summaries and Recordings of Meetings - Amend? ~~Star~~ Delete?

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

The Clerk shall maintain the official audio record of each Board meeting for a period of at least 2 years and will make these tapes available for listening by the public at no charge. [Video recordings of meetings shall be](#)

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archived and available on the internet for a period of at least 2 years, and shall be available for viewing at no charge on the county website at <http://monocounty.ca.gov/meetings>.

XI. PARTICIPATION OF THE PUBLIC

Rule 45. Public Comment / Time Limits

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

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

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

Rule 46. Orderly Conduct

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

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

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

XII. Appendix A. Order of Agenda

Generally, business at Regular meetings shall be transacted in the following order. Business may be reordered by the Chair or by a majority of members. ~~Without amending these Rules, the Board Chair may modify or amend the Agenda Order~~ for the board's or public's convenience at a particular meeting, provided that no matter noticed for public hearing may be heard prior to the published time. The Board may modify or amend the Agenda Order without amending these Rules.

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

Adjournment – Meeting may be Adjourned in the Memory of/Moment of Silence/Reading of Names

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

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

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

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

Mono County Board Rules of Procedure

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

Mono County Board Rules of Procedure

Property	4/5	Gov. Code §53867	Determines that property cannot be sold for a sum at least equal to the total of the amount paid, all accrued penalties and delinquencies, and necessary expenses incurred, the local agency may sell the property or lien for less than such total but not less than the fair market value of the property or lien.
Roads	Unanimous	Sts. & Hwy Code §1026(c)	County aid to road districts: order the expense of material for highway construction to be paid out of the county general fund.
Special Assessment Districts	4/5	Sts. & Hy. Code §§ 2808.5, 2808.6, 2808.7	There are several statutory special vote requirements related to special assessment districts. Please consult with County Counsel.
Special Purpose District	Unanimous	Gov. Code § 26909, subd. (b)	Approve a unanimous request made by the governing board of a special district to replace an annual audit with another specified audit.
Streets and Highway	4/5	Sts. & Hwy. Code §942	Let county equipment used in the maintenance and construction of county roads, when such equipment is not in use upon the roads under the jurisdiction of the board, and may charge for the use thereof a rental, and arrange the basis of compensation, in keeping with the general conditions prevailing in the county in which the transaction is made.
Streets and Highway	4/5	Sts. & Hwy. Code § 969.5	Adopt a resolution that determines that the general county interest demands the improvement or repair of a privately owned road.
Streets and Highway	4/5	Sts. & Hwy. Code § 1070	Determine that the public convenience and necessity demand the acquisition or construction of a new county highway or improvement, repair or maintenance of any existing county highway, and the expense of such new highway or the expense of improving, repairing, or maintaining such existing highway is too great to pay out of the road fund of the district (such that the Board may adopt a resolution to make such acquisition or do such work and charge the expense to the county general fund, the road fund of the county, or the district fund of any district benefited).
Streets and Highway	4/5	Sts. & Hwy. Code § 1627	Adopt a resolution that establishes a "county highway right of way acquisition revolving fund" for acquiring

Mono County Board Rules of Procedure

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

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

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



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Public Works - Road

TIME REQUIRED 15 minutes (5 minute presentation;
10 minute discussion) **PERSONS APPEARING** Jeff Walters

SUBJECT Request for Snow Removal
Assistance - Yosemite National Park **BEFORE THE BOARD**

AGENDA DESCRIPTION:

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

Upon its opening each spring State Highway 120 through Yosemite National Park (YNP) provides a significant benefit to businesses and visitation in Mono County. In prior years, The Board of Supervisors has actively supported and assisted the National Park Service and Caltrans with snow removal and opening of Highway 120. The Park Service has requested assistance from Mono County again this year. In order to promptly respond the Board of Supervisors would need to authorize Public Works to provide snow removal assistance.

RECOMMENDED ACTION:

Consider and potentially adopt Resolution No. R16-___, "A Resolution of the Mono County Board of Supervisors Authorizing the Public Works Director to Execute and Administer Cooperative Agreements and to Utilize Department of Public Works Personnel and Equipment to Assist with Snow Removal Activities Associated with the 2016 Opening of Highway 120 Within Yosemite National Park." Provide any desired direction to staff.

FISCAL IMPACT:

Fiscal impact will depend upon the depth of snow, weather conditions, and road debris.

CONTACT NAME: Jeff Walters

PHONE/EMAIL: 760 932 5459 / jwalters@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Request for SR Assist - Tioga Pass - BOS staff rpt](#)

[Exhibit 1 - Tioga Pas Resolution](#)

[Exhibit 2 - Snowpack](#)

[Exhibit 3 - MOU](#)

History

Time	Who	Approval
4/6/2016 11:54 AM	County Administrative Office	Yes
4/6/2016 5:51 PM	County Counsel	Yes
4/7/2016 9:04 AM	Finance	Yes



MONO COUNTY

DEPARTMENT OF PUBLIC WORKS

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

Date: April 12, 2016

To: Honorable Chair and Members of the Board of Supervisors

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

Subject: Request for Snow Removal Assistance – Yosemite National Park

Recommended Action:

Consider and potentially adopt Resolution No. R16-____, “A Resolution of the Mono County Board of Supervisors Authorizing the Public Works Director to Execute and Administer Cooperative Agreements and to Utilize Department of Public Works Personnel and Equipment to Assist with Snow Removal Activities Associated with the 2016 Opening of Highway 120 Within Yosemite National Park.” Provide any desired direction to staff.

Fiscal Impact:

Fiscal impact will depend upon the depth of snow, weather conditions, and road debris. Due to Road Fund budget limitations, it is recommended that all project work be completed during the normal work day and that no overtime be allowed. Impact will result from personnel salaries and fuel already budgeted in the Road Fund. All work will be closely monitored by the Mono County Road Supervisor and the Public Works Director.

Discussion:

The National Park Service and Caltrans are planning to perform snow removal operations during April and May in an attempt to open Highway 120 providing access to, and through, Yosemite National Park. Status updates for Yosemite National Park can be found at their website www.nps.gov/yose/planyourvisit/tioga.htm.

In prior years, the Board of Supervisors has actively supported and assisted the National Park Service and Caltrans with snow removal and opening of Highway 120. The Park Service has requested County assistance again this year in an effort to expedite snow removal and highway access.

In anticipation of the potential to assist with Yosemite National Park snow removal activities this year, Road Division personnel will attend mandatory avalanche training sponsored by the National Park Service. The status of road conditions will be addressed at the Board meetings, but at the time of report preparation it was estimated that the road snowpack was at approximately 75-85% of normal (see Exhibit 2). It is expected that Public Works crews and equipment will be able to mobilize and commence operations shortly after Yosemite

National Park requests assistance and authorization is granted from the Mono County Board of Supervisors.

If you have any questions regarding this item, please contact either Brett McCurry, Road Operations Supervisor, at 760.932.5449 or me at 760.932.5459. We may also be contacted by email at bmccurry@mono.ca.gov or jwalters@mono.ca.gov, respectively.

Respectfully submitted,



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

Attachments: Exhibit 1 – Draft Resolution
Exhibit 2 – Snowpack Water content March 22, 2016
Exhibit 3 – MOU with YNP



RESOLUTION NO. R16-

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE PUBLIC WORKS DIRECTOR TO EXECUTE AND ADMINISTER
COOPERATIVE AGREEMENTS AND TO UTILIZE DEPARTMENT OF PUBLIC WORKS
PERSONNEL AND EQUIPMENT TO ASSIST WITH SNOW REMOVAL ACTIVITIES
ASSOCIATED WITH THE 2016 OPENING OF HIGHWAY 120
WITHIN YOSEMITE NATIONAL PARK**

WHEREAS, Section 1670 of the California Streets and Highways Code authorizes the Board of Supervisors to enter into cooperative agreements with federal officers for the maintenance of highways within the county or outside county limits; and,

WHEREAS, in prior years, the Mono County Board of Supervisors has provided cooperative assistance to Yosemite National Park officials concerning the removal of snow along State Highway 120 over Tioga Pass and within Yosemite National Park; and,

WHEREAS, through the years the early and expeditious removal of snow along this nationally designated transportation corridor has resulted in substantial benefits to the residents and businesses of Mono County, visitors to the Yosemite National Park, and the traveling public in general.

NOW, THEREFORE, BE IT RESOLVED that the Mono County Board of Supervisors authorizes the Director of the Department of Public Works to execute and administer cooperative agreements, in consultation with County Counsel, and to work with California Department of Transportation and National Park Service officials in a cooperative effort to initiate the most cost-effective and expeditious method of implementing Spring snow removal operations on State Highway 120.

1 **APPROVED AND ADOPTED** this 12th day of April, 2016, by the following vote of the Board of
2 Supervisors, County of Mono:

3 **AYES** :
4 **NOES** :
5 **ABSENT** :
6 **ABSTAIN** :

7 **DRAFT**

8 _____
9 Fred Stump, Chairman
10 Mono County Board of Supervisors

11 ATTEST:
12 **DRAFT**

Approved as to Form:
DRAFT

13 _____
14 Bob Musil
15 Clerk of the Board

16 _____
17 Stacey Simon
18 Acting County Counsel

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Statewide Summary of Snow Water Content

Current Regional Snowpack from Automated Snow Sensors

% of April 1 Average / % of Normal for This Date



NORTH	
Data as of March 22, 2016	
Number of Stations Reporting	25
Average snow water equivalent (Inches)	28.3
Percent of April 1 Average (%)	101
Percent of normal for this date (%)	101

CENTRAL	
Data as of March 22, 2016	
Number of Stations Reporting	38
Average snow water equivalent (Inches)	26.3
Percent of April 1 Average (%)	91
Percent of normal for this date (%)	92

SOUTH	
Data as of March 22, 2016	
Number of Stations Reporting	26
Average snow water equivalent (Inches)	19.7
Percent of April 1 Average (%)	74
Percent of normal for this date (%)	75

STATE	
Data as of March 22, 2016	
Number of Stations Reporting	89
Average snow water equivalent (Inches)	24.9
Percent of April 1 Average (%)	89
Percent of normal for this date (%)	90

Statewide Average: 89% / 90%

Data as of March 22, 2016

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
AND THE COUNTY OF MONO, ON BEHALF OF ITS
DEPARTMENT OF PUBLIC WORKS**

This Agreement is entered into by and between the National Park Service (hereinafter "NPS" or United States Department of the Interior), and the County of Mono, on behalf of its Public Works Department (hereinafter the "County"). NPS and the County are sometimes collectively referred to in this Agreement as the "Agencies."

ARTICLE I – BACKGROUND AND OBJECTIVES

The objective of this Agreement is to document the relationship and establish the standards, terms, and conditions under which the NPS has authorized the County to assist with snow removal along State Highway 120 over Tioga Pass and within Yosemite National Park.

Nothing in this Agreement shall require the agencies to obligate or transfer funds. Specific work projects or activities that involve the transfer of funds, services, or property among the various Agencies will require execution of separate agreements and be contingent upon the availability of appropriated funds. Such activities must be independently authorized by appropriate statutory authority. This Agreement does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations.

ARTICLE II – AUTHORITY

The Act of August 25, 1916, 16 U.S.C. § 1, 2–4 and amendments thereto, authorizes the NPS to promote and regulate the use of the federal areas known as national parks, monuments, and reservations by such means and measures as conform to the fundamental purpose of the parks, monuments and reservations, which purpose is to conserve the scenery and natural and historic objects and wild life therein and to provide for the enjoyment of the same in such manner and by such means as will leave them unimpaired for the enjoyment of future generations.

ARTICLE III – STATEMENT OF WORK

A. The Mono County Public Works Department will:

1. Provide the National Park Service with snow removal services to assist in the spring opening of the Tioga Road corridor. The Mono County Public Works Department will commence snow removal services starting at the east park boundary at Tioga Pass and terminate when Tioga Road becomes passable for vehicular traffic.
2. All snow removal will be performed at or above the same operating and safety standards for snow removal as that established under the Tioga Pass Road Opening and Closing Plan (Attachment A).
3. Mono County Public Works Department will provide equipment at its expense including daily operation, maintenance and repair or replacement costs. Mono County Public Works Department will ensure inspection of equipment for OSHA compliance and suitability. Additionally, the on-site contact will be responsible for participants' compliance to the Tioga Pass Road Opening and Closing Plan

4. The Roads and Trails Branch Chief, Gene Smith, has the responsibility to coordinate snow removal operations and work scheduling between the National Park Service crews and the Mono County Public Works Department.

B. The National Park Service will:

1. Provide Avalanche Training at no cost to Mono County Public Works Department.

ARTICLE IV – TERM OF AGREEMENT

This Agreement will be effective for a period of one year from the date of final signature unless it is terminated earlier by one of the parties pursuant to Article IX that follows.

ARTICLE V – KEY OFFICIALS

A. Key officials are essential to ensure maximum coordination and communication between the parties and the work being performed. They are:

1. For the NPS:

Don L. Neubacher
Superintendent
Yosemite National Park
P.O. Box 577
Yosemite, CA 95389
E-mail: don_neubacher@nps.gov
Telephone: (209)372-0201
Facsimile: (209)372-0220

Edward J. Walls
Chief, Facilities Management
Yosemite National Park
P.O. Box 700
El Portal, CA 95318
E-mail: ed_walls@nps.gov
Telephone: (209)379-1063
Facsimile: (209)379-1066

Gene Smith
Roads and Trails Branch Chief
Yosemite National Park
P.O. Box 700
El Portal, CA 95318
E-mail: @nps.gov
Telephone: (209) 379-1106
Facsimile: (209) 379-1143

2. For Mono County Public Works Department:

Jeff Walters
Director
Mono County Public Works
P.O. Box 457

Bridgeport, CA 93517
E-mail: jwalters@mono.ca.gov
Telephone: (760) 932-5440
Facsimile: (760) 932-5441

Communications – The Mono County Public Works Department will address any communication regarding this Agreement to the key officials. Communications that relate solely to routine operational matters described in the current work plan may be sent to Gene Smith, Roads and Trails Branch Chief (209-379-1075).

Changes in Key Officials – Neither the NPS or the Mono County Public Works Department may make any permanent change in a key official without written notice to the other party reasonably in advance of the proposed change. The notice will include a justification with sufficient detail to permit evaluation of the impact of such a change on the scope of work specified within this Agreement. Any permanent change in key officials will be made only by modification to this Agreement.

ARTICLE VI– PRIOR APPROVAL

A. N/A

ARTICLE VII – PROPERTY UTILIZATION

A. N/A

ARTICLE VIII– MODIFICATION AND TERMINATION

A. Only a written instrument executed by the parties may modify this Agreement.

Either party may terminate this Agreement by providing the other party with thirty (30) days advance written notice. In the event that one party provides the other party with notice of its intention to terminate, the parties will meet promptly to discuss the reasons for the notice and to try to resolve their differences.

ARTICLE IX – STANDARD CLAUSES

A. Civil Rights

During the performance of this Agreement, the participants agree to abide by the terms of U.S. Department of the Interior – Civil Rights Assurance Certification, non-discrimination and will not discriminate against any person because of race, color, religion, sex, or national origin. The participants will take affirmative action to ensure that applicants are employed without regard to their race, color, sexual orientation, national origin, disabilities, religion, age, or sex.

B. Public Information Release

1. Public Information

Yosemite National Park will provide information to the public regarding the project and the efforts of park partners in improving visitor services.

Article X – Attachments

1. Attachment A: The Tioga Pass Road Opening and Closing Plan.

Article XI – SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) set forth below.

FOR THE NATIONAL PARK SERVICE:

Signature: _____

Name: Don L. Neubacher

Title: Superintendent

Date: _____

FOR THE MONO COUNTY PUBLIC WORKS DEPARTMENT:

Signature: _____

Name: _____

Title: _____

Date: _____



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Public Works - Road

TIME REQUIRED 15 minutes (5 minute presentation;
10 minute discussion)

PERSONS APPEARING BEFORE THE BOARD Jeff Walters

SUBJECT Mill Canyon Road MOU

AGENDA DESCRIPTION:

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

Mill Canyon Road, located near Walker, was closed in August of 2015 by the Mono County Board of Supervisors due to unstable conditions of the hillside the road intersects. Recently the Marine Mountain Warfare Training Center requested Mono County allow them to "repair" a section of the road and allow their staff to use the road on occasions for military exercises. Other agencies including the Antelope Valley Fire Protection District, United States Forest Service, and the California Department of Fish and Wildlife are also interested in using the road to perform various duties and responsibilities the road provides access to.

RECOMMENDED ACTION:

Approve and authorize Chair's signature on the Memorandum of Understanding with the Marine Corps Mountain Warfare Training Center allowing them to repair a section of Mill Canyon Road to gain access through the slide area. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Jeff Walters

PHONE/EMAIL: 760 932 5459 / jwalters@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Mill Cyn Rd MOU Staff Rpt 04.12.16](#)

[Exhibit A - Mill Cyn Rd slope detail](#)

[Mill Cyn Rd MOU](#)

History

Time	Who	Approval
4/6/2016 11:53 AM	County Administrative Office	Yes
4/6/2016 5:19 PM	County Counsel	Yes
4/7/2016 9:03 AM	Finance	Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

Date: April 12, 2016
To: Honorable Chair and Members of the Board of Supervisors
From: Jeff Walters, Public Works Director / Director of Road Operations and Fleet Services
Subject: Mill Canyon Road MOU

Recommended Action:

Approve and authorize Chair's signature on the Memorandum of Understanding with the Marine Corps Mountain Warfare Training Center allowing them to repair a section of Mill Canyon Road to gain access through the slide area. Provide any desired direction to staff.

Fiscal Impact:

None at this time.

Discussion:

Mill Canyon Road is a county maintained road located southwest of Walker. It is a dirt road crossing through Bureau of Land Management land. The slope above and below a section of the road is sliding downhill creating unsafe conditions. At the Board of Supervisors meeting on August 4, 2015 the Board authorized the closure of the road and the installation of a locked gate just prior to the hazardous area. This closure was authorized for six months and at the end of the six month closure period the Board would re-evaluate the road. The Board also authorized the Public Works Director to open and close the road, for emergency purposes only, during the closure period if conditions warranted.

Recently several agencies, including the Marine Mountain Warfare Training Center, the United States Forest Service, and the California Department of Fish and Wildlife, requested access through the closure to allow their staff to perform training, inspections and other tasks. A meeting was held in Bridgeport on March 3, 2016 with these agencies and county staff where all agencies discussed their desires and needs to utilize the road. The consensus was to allow these agencies through the closure, when deemed safe, after the Marines had performed a simple "repair". The gate would remain closed to the public until such time a solution to the landslide could be determined, funded and constructed.

Exhibit A (attached to this report) provides better slope detail.

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

Respectfully submitted,



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

Mill Canyon Road

February 26, 2016









**MEMORANDUM OF UNDERSTANDING BETWEEN
THE COUNTY OF MONO AND THE
MARINE CORPS MOUNTAIN WARFARE TRAINING CENTER
GOVERNING MILL CANYON ROAD**

WHEREAS, Mill Canyon Road (hereinafter "Road") is a county-maintained dirt road located southwest of Walker and crossing through Bureau of Land Management land; and

WHEREAS, the slope above and below a section of the road is sliding downhill creating unsafe conditions warranting closure to the public until hazardous conditions may be repaired; and

WHEREAS, on August 4, 2015, the Board of Supervisors authorized the closure of the road and installation of a locked gate just prior to the hazardous area for a period of six months; and

WHEREAS, simple "repairs" to the road have been made to make it passable for emergency vehicles and apparatus, however, the road has not been deemed safe for public travel; and

WHEREAS, several agencies, including the Marine Corps Mountain Warfare Training Center (MCMWTC), the United States Forest Service (USFS), and the California Department of Fish and Wildlife (DFW), require access through the closure to allow their staff to perform emergency response/services, training, inspections and other tasks; and

WHEREAS, the MCMWTC wishes to further repair the road for its own use at its sole expense and agrees to release, defend, indemnify, and hold the County harmless against damages or liability resulting from such repair and/or use; and

WHEREAS, the County and the MCMWTC wish to memorialize their understanding with respect to permitting the MCMWTC and other agencies to utilize the Road in order to perform training, inspections and other tasks, and for that reason enter into this Memorandum of Understanding (MOU).

NOW, THEREFORE, THE COUNTY AND THE MARINE CORPS MOUNTAIN WARFARE TRAINING CENTER AGREE AS FOLLOWS:

1. In consideration of the promises made by the MCMWTC set forth below, and subject to the terms of this MOU, the County agrees to continue to maintain a locked gate prohibiting public access to Mill Canyon Road but providing the MCMWTC with unlimited access through possession of a working key.

2. The MCMWTC agrees to keep the gate locked at all times and to not duplicate the key provided by the County.
3. With plans, oversight, and direction from the County Department of Public Works, the MCMWTC agrees to provide, and pay for, labor, equipment, and material only to complete repairs to the damaged section of road including but not limited to: hauling road base materials to site, placing material on road surface, grading and compacting material on road surface. It is understood that the level of effort associated with repairs made to this road will not eliminate risk of continued road failure. The purpose of these repairs is to provide limited “case by case” access to the MCMWTC and other agencies.
4. In the event that any other agency (e.g., USFS, DFW) requests access to Mill Canyon Road, then the County will provide it with a key in exchange for indemnification and release of liability of both the County and the MCMWTC comparable to the indemnification and release provided in this MOU.
5. The parties will explore plans, funding and construction of more extensive road repair.
6. This MOU shall take effect when it is signed by authorized representatives of the County and the MCMWTC. It shall remain in effect until terminated by the County or by the MCMWTC, which either may do, without cause or legal excuse, and without incurring any liability to the other party, by giving the other party 15 days’ written notice of its intent to terminate the MOU. Upon any such termination, MCMWTC shall immediately return its key to the Mono County Department of Public Works and cease use of the Road for any purpose.
7. In consideration of the foregoing, the MCMWTC shall defend, indemnify, and hold harmless County, its agents, officers, and employees (collectively referred to in this paragraph as the “County Entities”) from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney’s fees, arising out of, resulting from or in connection with, the repair and/or use of the Road by MCMWTC , its agents, employees, officers, suppliers, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable (collectively referred to for in this paragraph as the “MCMWTC Entities”). The MCMWTC’s obligation to defend, indemnify, and hold the County harmless applies to any actual or alleged personal injury, death, damage or destruction to tangible or intangible property, including the loss of use, or environmental contamination. The MCMWTC’s obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other costs that are caused in whole or in part by any act or omission of the MCMWTC Entities,

whether arising out of or in connection with the use of the Road, or its repair, by the MCMWTC Entities.

The MCMWTC's obligation to defend, indemnify, and hold harmless the County Entities under the provisions of this paragraph is not limited to, or restricted by, any requirement in this Agreement for Contractor to procure and maintain a policy of insurance and shall survive any termination or expiration of this MOU.

- 8. This MOU may be amended by a writing signed by authorized representatives of the County and the MCMWTC.
- 9. This MOU shall be administered on behalf of the County and the MCMWTC by the following persons, to whom any notices or correspondence concerning the MOU shall be directed:

FOR THE MCMWTC:

 Commanding Officer
 Marine Corps Mountain Warfare
 Training Center
 HC-83
 Bridgeport, CA 93517
 Telephone: 760-932-1401

FOR THE COUNTY:

Jeff Walters,
 Public Works Director
 P.O. Box 457 / 74 N. School Street
 Bridgeport, CA 93517
 Telephone: 760-932-5440
 Fax: 760-932-5411

IN WITNESS WHEREOF, the undersigned have executed this MOU.

THE MARINE CORPS MOUNTAIN WARFARE TRAINING CENTER,

By:

 _____, Commanding Officer

Dated: _____

MONO COUNTY, a Political Subdivision of the State of California

By:

 Fred Stump, Chairman
 Mono County Board of Supervisors

APPROVED AS TO FORM:

 County Counsel

APPROVED FOR RISK MANAGEMENT:

By: _____

Dated: _____



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: Sheriff

TIME REQUIRED 30 minutes (10 minute discussion; 20 minute tour) **PERSONS APPEARING BEFORE THE BOARD** Sheriff Ingrid Braun

SUBJECT Mono County Jail Tour and Letters of Support for Proposed Grant Funding

AGENDA DESCRIPTION:

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

Presentation by Sheriff Ingrid Braun regarding the Mono County Jail's existing facilities and opportunity for grant funded improvements. Tour of the Mono County Jail and consider sending letters of support for the proposed jail facilities grant funding.

RECOMMENDED ACTION:

Tour the Mono County Jail. Approve and authorize the Chair to sign letters of support for grant funding for jail facilities to Senator Tom Berryhill and Assembly Member Frank Bigelow.

FISCAL IMPACT:

None at this time.

CONTACT NAME: Ingrid Braun

PHONE/EMAIL: 760-932-7549 / ibraun@monosheriff.org

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Proposed Budget Summary
Letter to Bigelow

History

Time	Who	Approval
4/6/2016 11:56 AM	County Administrative Office	Yes
3/30/2016 5:21 PM	County Counsel	Yes
4/7/2016 9:07 AM	Finance	Yes



P.O. Box 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • WWW.MONOSHERIFF.ORG

DATE: April 12, 2016
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: Board of Supervisors Jail Tour and Letters of Support for Proposed Grant Funding

BACKGROUND:

In 2011 California's Legislature enacted Public Safety Realignment to relieve overcrowding in the state prisons, mandating county jails to house certain felony offenders. However, county jails were not designed for longer term inmates and the required treatment programs. To address this problem, grant funds were made available in 2012 and 2014. Governor Brown's proposed budget for 2016-2017 includes \$250 million General Fund for counties that have never received a grant or received only a partial grant. The grant monies shall be used to improve custodial housing, reentry, rehabilitative programming, mental health services, or treatment space.

The Mono County Jail was completed in 1988. The current facility cannot adequately address the needs of longer term inmates. There is no programming space, insufficient storage and make-shift conversions of space for medical treatment. The Mono County Jail could benefit from this grant opportunity, as there is room for expansion and improvement within the current footprint. Because Mono County has not received any prior grant funding, we are eligible for the proposed grant funding.

DISCUSSION:

Because the proposed grant funding is General Fund, it must be approved in the final California State Budget. The Sheriff's Office is asking for letters of support for this funding to our elected State Representatives, Senator Tom Berryhill and Assembly Member Frank Bigelow.

RECOMMENDATION:

Request that the Board of Supervisors tour the Mono County Jail to assess the existing conditions. After the tour, if the Board agrees, further request that the Board of Supervisors send letters of support for the proposed grant funding to Senator Berryhill and Assembly Member Bigelow.

FINANCIAL IMPACT:

There is no financial impact to the general fund.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "IB", written over a white rectangular area.

Ingrid Braun
Sheriff-Coroner

LOCAL CRIMINAL JUSTICE FACILITY CONSTRUCTION

Since 2011 Public Safety Realignment, county jails have been housing felony offenders with longer sentences. Older jails do not lend themselves to the kinds of treatment and programming space needed to run effective in-custody programs that lead to success once an offender is released. The state has provided \$2.2 billion in lease revenue authority for local jail construction over the last several years—with the most recent rounds of funding focused on treatment and programming space and better beds, rather than increased capacity. Using lease revenue bonds for local criminal justice facilities has been cumbersome. Many counties' projects have been delayed because of real estate issues that need to be resolved to be compatible with lease revenue bonds.

In the previous lease revenue programs, counties were designated as large (population greater than 700,000), medium (population 200,001-700,000) or small (population 200,000 or less). Funding was earmarked for each of these categories and counties were able to request a maximum amount of funding based on their size.

- Chapter 7, Statutes of 2008 (AB 900), authorized \$1.2 billion in lease revenue for local jail construction projects. Under the two phases of the program, 21 counties received awards, of which 6 were large counties, 7 were medium counties, and 8 were small counties. Funding went primarily to those counties operating under a court-ordered population cap. When all construction is completed, over 9,000 jail beds will be added.
- Chapter 42, Statutes of 2012 (SB 1022), authorized \$500 million in lease revenue bond funding and funded 14 county awards, of which 3 were large counties, 5 were medium counties, and 6 were small counties. This funding was primarily available to build better beds and treatment and programming space rather than increasing capacity. The program specified that counties seeking to replace or upgrade outdated facilities and provide alternatives to incarceration, including mental health and substance use disorder treatment, would be considered. The funding provided space for education and substance use disorder classes, day reporting centers and transitional housing.
- Chapter 37, Statutes of 2014 (SB 863), authorized an additional \$500 million in lease revenue bond financing and funded 15 county awards, of which 4 were large counties, 5 were medium counties, and 6 were small counties. Similar to SB 1022, funding was primarily available for improving existing capacity and treatment and programming space. The awarded projects included reentry programming space,

education and vocational classroom space, medical and mental health housing, and dental clinical space.

The state remains committed to helping counties more appropriately serve felony offenders to improve California’s overall criminal justice system. The Budget includes \$250 million General Fund for competitive grants to those counties that have previously received only a partial award or have never received an award from the state for replacing or renovating county jails to improve custodial housing, reentry, rehabilitative programming, mental health services, or treatment space. Consistent with SB 863, there will be a 10-percent county match requirement, but the match may be reduced to 5-percent for small counties. Counties that previously applied and submitted recent documentation to support the need for improved adult local criminal justice facility housing with an emphasis on expanded program and treatment space will not be required to resubmit such documentation.

By focusing on counties previously receiving a partial award or never receiving an award, the program proposed in the Budget will mainly fund projects in small counties (see Figure SAF-02). While 17 counties have never received an award, it is unlikely that all remaining counties will apply for funds.

Figure SAF-02

Local Criminal Justice Facility Construction Award History

	Large	Medium	Small
Total Number of Counties	15	13	30
Never Received an Award	3	1	13
Received only Partial Award	1	1	1

The state has made significant investments to support the local criminal justice system by addressing local infrastructure needs. This Budget proposal is intended to address remaining gaps at the local level, particularly in small counties, to provide appropriate programming and treatment space to better serve offenders sentenced to county jail and improve outcomes among this population. Given the state’s significant investment in this area, future consideration for additional funding for this purpose would require significant justification and a demonstrable need.

Los Angeles County received an AB 900 award of \$100 million for the Mira Loma facility to house female offenders. The County recently authorized the replacement of Men's Central Jail. The Administration has been in discussions with representatives of Los Angeles County about alternative ways the state might assist in the replacement of Men's Central Jail, which is estimated to cost \$2 billion. Although the Budget does not include funding to assist Los Angeles County, the Administration remains committed to working with the County to address alternative ways to create a more collaborative state and local corrections program to make the system more efficient. The Administration is considering options presented by Los Angeles County, such as a diversion program and finding alternative placements for inmates coming to state prison who have six months of time left to serve.



Larry Johnston~District One Fred Stump~ District Two Tim Alpers ~ District Three
Tim Fesko ~ District Four Stacy Corless ~ District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5538 • FAX (760) 932-5531

Bob Musil, Clerk of the Board

April 12, 2016

The Honorable Frank Bigelow
State Capitol, Room 6027
Sacramento, California 94249-0005

Re: Proposed State Budget Funding for Local Correctional Facilities

Dear Assembly Member Bigelow:

In the wake of Realignment and Proposition 47, county jails have been burdened with responsibilities that older facilities cannot meet. Our jail in Mono County was built in 1988 and it was not designed to house long-term inmates or to provide the now mandated medical care, psychiatric treatment, educational opportunities and rehabilitation programming. There have been no significant structural improvements to the Mono County Jail, and it has no space for programming, no true medical treatment space, and no interview rooms for service providers, such as Probation or Behavioral Health, to meet with their clients. Group meetings, like Alcoholics Anonymous and others, are held in a detox cell, with participants seated on the floor.

Mono County, like many other rural counties, is not in a financial position to fund the improvements necessary to conform the Mono County Jail to the requirements of Realignment. In recognition of the significant need faced by many counties, the Governor's proposed budget includes \$250 million in funding to renovate or replace outdated and inadequate jail facilities. This funding is limited to counties that have not yet received a full award of jail construction funds from the state. I applaud the Governor for his continued commitment to this important effort and stand with him in pursuing it.

While the need to improve our jail in Mono County is clear, like any other budget proposal, there will be multiple demands on the limited funding that is available. We urge your support of this important public safety program and humbly seek your assistance in winning its approval. We must combine our efforts to ensure that our jail facilities are equipped to provide meaningful opportunities for rehabilitation while protecting inmates and staff.

The Mono County Sheriff's Office is partnering with all government and community entities that provide services to our inmates, both during and after custody, to ensure we can deliver the mandates of Realignment and Proposition 47. As a member of this team, we fully support the Sheriff's efforts to secure funding to renovate the Mono County Jail to meet the demands put upon it.

We look forward to working with you to make this funding proposal a reality. Together, we can create the mechanism to update vital facilities, improve offender outcomes, and protect public safety.

Sincerely,

Fred Stump, Chairman
Mono County Board of Supervisors



Larry Johnston~District One Fred Stump~ District Two Tim Alpers ~ District Three
Tim Fesko ~ District Four Stacy Corless ~ District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5538 • FAX (760) 932-5531

Bob Musil, Clerk of the Board

April 12, 2016

The Honorable Tom Berryhill
State Capitol, Room 3076
Sacramento, California 95814-4900

Re: Proposed State Budget Funding for Local Correctional Facilities

Dear Senator Berryhill:

In the wake of Realignment and Proposition 47, county jails have been burdened with responsibilities that older facilities cannot meet. Our jail in Mono County was built in 1988 and it was not designed to house long-term inmates or to provide the now mandated medical care, psychiatric treatment, educational opportunities and rehabilitation programming. There have been no significant structural improvements to the Mono County Jail, and it has no space for programming, no true medical treatment space, and no interview rooms for service providers, such as Probation or Behavioral Health, to meet with their clients. Group meetings, like Alcoholics Anonymous and others, are held in a detox cell, with participants seated on the floor.

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We look forward to working with you to make this funding proposal a reality. Together, we can create the mechanism to update vital facilities, improve offender outcomes, and protect public safety.

Sincerely,

Fred Stump, Chairman
Mono County Board of Supervisors



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

TIME REQUIRED

SUBJECT Closed Session--Human Resources

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p>No Attachments Available</p>
--

History

Time

Who

Approval



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

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: Finance Director.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

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

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MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
3/28/2016 6:01 AM	County Administrative Office	Yes
3/30/2016 2:17 PM	County Counsel	Yes
3/28/2016 8:14 AM	Finance	Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

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: Ray Terns v. Mono County.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
3/25/2016 4:28 PM	County Administrative Office	Yes
3/21/2016 1:49 PM	County Counsel	Yes
3/28/2016 8:14 AM	Finance	Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

Departments: County Counsel

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Stacey Simon

SUBJECT Closed Session - Existing Litigation

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: Mono County v. Ian Fettes.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Stacey Simon

PHONE/EMAIL: 760-924-1704 / ssimon@mono.ca.gov

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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--

History

Time	Who	Approval
4/7/2016 11:00 AM	County Administrative Office	Yes
4/7/2016 11:00 AM	County Counsel	Yes

4/7/2016 11:00 AM

Finance

Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE April 12, 2016

TIME REQUIRED

SUBJECT Afternoon Session

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

THE REGULAR AGENDA WILL RECONVENE AFTER CLOSED SESSION IF NECESSARY

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
No Attachments Available

History

Time

Who

Approval