



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

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

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

**Regular Meeting
February 19, 2019**

TELECONFERENCE LOCATIONS:

1) First and Second Meetings of Each Month: Mammoth Lakes CAO Conference Room, 3rd Floor Sierra Center Mall, 452 Old Mammoth Road, Mammoth Lakes, California, 93546; 2) Third Meeting of Each Month: Mono County Courthouse, 278 Main, 2nd Floor Board Chambers, Bridgeport, CA 93517.

Board Members may participate from a teleconference location. Note: Members of the public may attend the open-session portion of the meeting from a teleconference location, and may address the board during any one of the opportunities provided on the agenda under Opportunity for the Public to Address the Board.

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact Shannon Kendall, Clerk of the Board, at (760) 932-5533. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB:** You can view the upcoming agenda at <http://monocounty.ca.gov>. If you would like to receive an automatic copy of this agenda by email, please subscribe to the Board of Supervisors Agendas on our website at <http://monocounty.ca.gov/bos>.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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

and number of persons wishing to address the Board.)

2. RECOGNITIONS - NONE

3. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

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

4. DEPARTMENT/COMMISSION REPORTS

5. CONSENT AGENDA

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

A. 2019 Legislative Platform

Departments: CAO

2019 Legislative Platform final approval.

Recommended Action: Approve final draft of the Mono County 2019 Legislative Platform, which will guide the County's participation in and response to legislative proposals at the state and federal levels for 2019.

Fiscal Impact: Minimal printing cost included in the CAO budget.

B. General Plan Amendment (GPA) 19-01 Ordinance

Departments: Community Development

Proposed ordinance adopting General Plan Amendment (GPA) 19-01 consisting of two parts - A) Multi-Family Residential (MFR) Land Use Designation and B) Short-Term Rentals, in compliance with the California Environmental Quality Act (CEQA) and consistent with the Mono County General Plan.

Recommended Action: Adopt proposed ordinance ORD19-01, Adopting General Plan Amendment (GPA) 19-01 consisting of two parts - A) Multi-Family Residential (MFR) Land Use Designation and B) Short-Term Rentals, in compliance with the California Environmental Quality Act (CEQA) and consistent with the Mono County General Plan.

Fiscal Impact: No impact due to MFR amendment, although additional units would result in increased property taxes. Increased staff time for enforcement and permitting could result in increased costs; increased compliance and new rentals could result in additional transient occupancy tax revenue for the County.

6. CORRESPONDENCE RECEIVED

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

item of correspondence listed on the agenda.

A. Notice of Availability for the Final Mammoth Base Land Exchange Environmental Impact Statement and Final Record of Decision

A letter from the Inyo National Forest advising that the Mammoth Base Land Exchange Record of Decision was executed on January 31, 2019, and that the Environmental Impact Statement and Record of Decision are available.

7. REGULAR AGENDA - MORNING

A. Appointment of Planning Commissioners

Departments: Community Development

20 minutes (5 minute presentation, 15 minute discussion)

(Wendy Sugimura) - Appoint two Planning Commissioners to new four-year terms expiring March 1, 2023.

Recommended Action: 1. Reappoint Chris Lizza, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Corless; and 2. Appoint Patricia Robertson, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Halferty. 3. Direct staff to prepare a Resolution of Appreciation for outgoing commissioner Mary Pipersky.

Fiscal Impact: No impact beyond budgeted expenses.

B. County Medical Services Program (CMSP) Health Systems Development Grant

Departments: Public Health

15 minutes

County Medical Services Program (CMSP) Health Systems Development Grant.

Recommended Action: Approve Mono County Health Department's application for the County Medical Services Program (CMSP) Health Systems Development Grant and authorize the Public Health Director to be the signing authority for the grant application and grant contract, if awarded.

Fiscal Impact: There is no fiscal impact to the County General Fund. If the County Medical Services Program (CMSP) Health Systems Development Grant is awarded to Mono County, the Health Department will receive \$300,000 over a 3-year period to complete the work plan and deliverables.

C. Contract with Interwest Consulting Group for Building Plan Check and Inspection Services for the Civic Center

Departments: Community Development

20 minutes

(Wendy Sugimura) - Contract for building plan check and inspection services for the Mono County Civic Center project with Interwest Consulting Group.

Recommended Action: Approve County entry into proposed contract from Feb. 4, 2019, until a notice of project completion is issued for a not-to-exceed amount of \$90,000 per year that this contract remains in effect or in any twelve-month period for plan check and inspection services for the Mono County Civic Center. Authorize Leslie Chapman, CAO, to execute said contract on behalf of the County. Provide any desired direction to staff.

Fiscal Impact: The Public Works Department has an approved budget for this project. The plan check fee is estimated at approximately \$30,000 and inspection services could potentially be about \$40,000 during each summer construction season.

D. Motor Pool Fund Update

Departments: Public Works

15 minutes

(Tony Dublino) - Update on the Motor Pool Fund and intent to execute remaining Board-authorized vehicle purchases.

Recommended Action: None. Informational only.

Fiscal Impact: None. All purchases were already authorized on November 6, 2018.

E. 2019-2021 Information Technology Strategic Plan

Departments: Information Technology

25 minutes (15 minute presentation; 10 minute discussion)

(Nate Greenberg, IT Director) - The 2019-2021 IT Strategic Plan is largely focused on increasing customer success and making operational improvements based on the investments the County has made in technology over the years. The plan highlights Core Services (the focus areas we work in every day to ensure successful operations) and Initiatives (the areas we will be focusing energy on over the next several years in order to improve the use of technology) which are divided between the IT and GIS sides of the department. This new strategic plan takes into account the Mono County Strategic Priorities which were established in February 2018 as well as elements of individual department strategic plans that have been established and adopted at Mono County and the Town of Mammoth Lakes.

Recommended Action: Adopt the 2019-2021 Information Technology Strategic Plan.

Fiscal Impact: None.

8. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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

9. CLOSED SESSION

A. Closed Session - Human Resources

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

10. BOARD MEMBER REPORTS

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

ADJOURN



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: CAO

TIME REQUIRED

SUBJECT 2019 Legislative Platform

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

2019 Legislative Platform final approval.

RECOMMENDED ACTION:

Approve final draft of the Mono County 2019 Legislative Platform, which will guide the County's participation in and response to legislative proposals at the state and federal levels for 2019.

FISCAL IMPACT:

Minimal printing cost included in the CAO budget.

CONTACT NAME: Leslie Chapman

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[2019 Legislative Platform](#)

History

Time

Who

Approval

2/14/2019 6:01 PM

County Administrative Office

Yes

2/14/2019 1:48 PM

County Counsel

Yes

2/14/2019 12:58 PM

Finance

Yes



Mono County

2019 State and Federal Legislative Platform

Reviewed and adopted by the Mono County Board of Supervisors
February 19, 2019

**MONO
C O U N T Y**

Mono County Board of Supervisors

Jennifer Halferty District 1

Fred Stump District 2

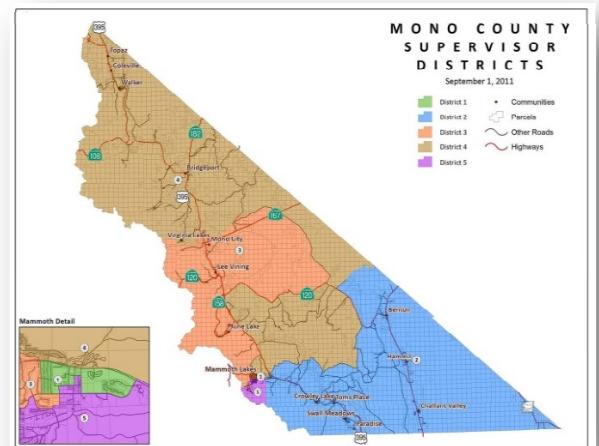
Bob Gardner District 3

John Peters District 4

Stacy Corless..... District 5



Leslie L.

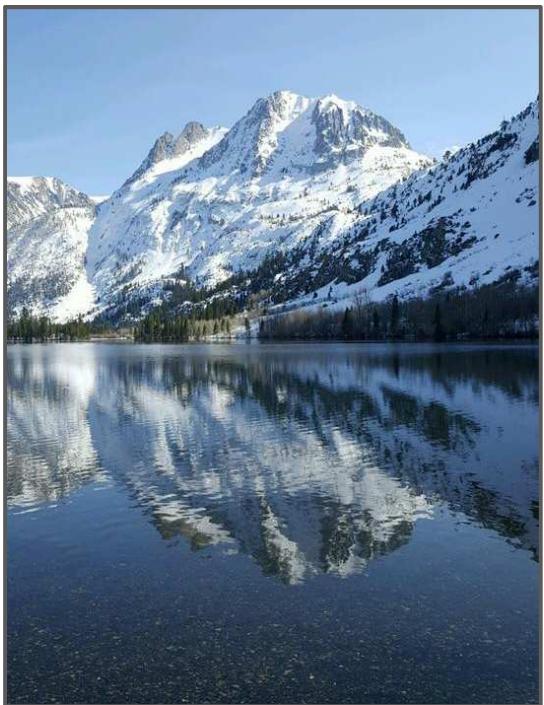


Chapman
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Introduction

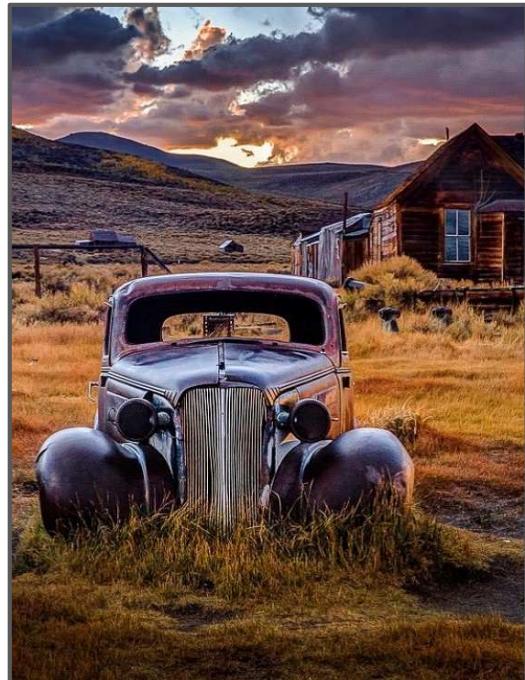


Mono County Tourism/Silver Lake & Carson Peak

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

unparalleled access to wilderness and outdoor recreation and adventure.

The county is home to, and named after, Mono Lake, which is a large high-desert saline lake with intriguing limestone tufa formations and is a vital habitat for millions of migratory and nesting birds. Mono Lake is just one of the reasons that Mono County draws landscape photographers year-round. Another highlight is the historic gold rush town of Bodie, which during its heyday in the late 1800s, was home to as many as 10,000 people, and is now maintained as a State Historic Park with about 200 buildings still standing as they were left, preserved in a state of "arrested decay" for visitors to enjoy. Other natural wonders that attract people to Mono County include Devils Postpile National Monument, one of the world's finest examples of columnar basalt and the headwaters of the Owens and Middle Fork San Joaquin Rivers; two of the state's most important watersheds. Yosemite National Park's eastern entrance at Tioga Pass is only 12 miles from Lee



Mono County Tourism/Bodie

Vining and Mono Lake.

Mono County has several small towns and charming villages, each with its own scenic beauty, year-round recreational opportunities, natural and historical attractions, and unique characteristics. The County seat is proudly located in Bridgeport, where the original 1881 courthouse is the second oldest in the state to be in continuous use. The only incorporated town in the county is Mammoth Lakes, which is located at the base of world-renowned Mammoth Mountain Ski Area, with a summit of 11,053 feet, over 3500 skiable acres, 28 lifts, and an average of 400 inches of snowfall annually. January 2017 recorded historic amounts of snow, with 20.5 feet accumulating in



Mono County Tourism/Bridgeport Courthouse



Mono County Tourism/Mammoth Mountain Ski Area

Mammoth during that month alone. Approximately 7,500 people reside in the Mammoth Lakes area year-round, and during the peak winter season, the population swells to over 35,000 when visitors from around the state, country, and world come to ski, snowboard, and take part in many other winter activities. The sister resort, June Mountain, just 20 miles north of Mammoth, offers uncrowded, wide-open slopes and a more peaceful, family-friendly alternative to busier ski areas.

Summer, however, is when Mono County really shines. The region offers countless miles of alpine hiking, superb trout fishing at dozens of well-stocked lakes, streams and rivers, kayaking, cycling, horseback riding, golfing, and endless warm-weather adventures. Photographers flock to the county in September and October when it is almost impossible to take a bad photo of the fall color that lights up the Eastern Sierra landscape. *Sunset Magazine* named Mono County one of the “Top 5 places to Hike” in autumn and *TravelAndLeisure.com* listed Mono County as one of “America’s Best Fall Color Drives.”



Mono County Tourism/Lake Mary

A wide variety of lodging, restaurants, and shops are available throughout the county, and commercial air service to Mammoth Yosemite Airport, just a 10-minute drive from the Town of

Mammoth Lakes, is accessible non-stop and year-round from Los Angeles, and seasonally from many other airports. Air services are offered through United Airlines and JetSuiteX.

State and Federal General Guidelines

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

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

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

- Engage on any proposals to repeal or additionally alter the Affordable Care Act (ACA), which provides Mono County citizens the ability to obtain affordable health care;
- Support efforts to combat climate change;
- Support legislation that seeks to address the insufficient quantity and quality of homes affordable to our residents.

State Priorities

1. **Protect County revenue sources** – Many County programs are at risk due to the instability of State funding. The Board of Supervisors supports efforts to sustain funding, enabling the continuation of critical programs for Mono County's constituents.
2. **Encourage regulation relief/reform** – Mono County applauds California's efforts to protect the environment. The Board supports efforts to achieve responsible regulation relief in the following areas:
 - a. **Provide regulatory relief for solid waste operations** –
 - i. Continue to provide regulatory relief to rural jurisdictions from statewide solid waste and recycling mandates when recycling infrastructure does not yet exist and causes significant transportation costs and emissions.
 - ii. Provide funding for the siting and development of recycling infrastructure, and/or develop policies within state agencies and businesses such as Caltrans, Los Angeles Department of Water and Power and Southern California Edison for the local re-use of materials (glass cullet, wood chips) when generated in rural areas.
 - b. **Support CARB compliance legislation** – Support legislation regarding California Air Resources Board (CARB) compliance to assist rural counties with the costs associated with State mandated compliance.
 - c. **Support environmental processing legislation** – Support legislation that streamlines environmental processing, including the application of certain urban exemptions under the California Environmental Quality Act (CEQA) to rural communities.
 - d. **Support regulation of short-term rental online platforms** – Online short-term rental platforms are unregulated, leaving accountability and compliance issues to local jurisdictions. Mono County urges the legislature to support regulation of short-term rentals to ensure an even playing field with traditional commercial lodging, require accountability, provide for tax collection, and support compliance at the state and local levels.
 - e. **Ensure adequate oversight of state requirements for commercial cannabis activities** – Mono County is concerned about the state's allocation of resources for monitoring and inspection of commercial cannabis permits to ensure compliance with state requirements, particularly in rural areas like Mono County. Where oversight is delegated to local agencies, such as the Agricultural Commissioner, adequate funding should also be provided. Where oversight is

retained by the state, state agency staff should have adequate on-the-ground presence to ensure accountability and compliance without increasing the burden on local jurisdiction staff.

3. Natural Resources, Public Lands and Agriculture

- a. **Support sustainable funding for State parks** – Continue to support measures to sustain our State parks, roads that access these parks, and recreation programs for the continued enjoyment of visitors and residents. Closure or underfunding of these parks would result in a significant negative economic impact on our County as tourism and recreation are our most important economic drivers.
- b. **Protect our communities from wildfire and promote forest health** – Consistent with Governor Brown's 2018 Executive Order on Forest Management, support a balanced approach to fuels management that increases funding and capacity for community protection and, also, considers air quality and other health related issues within the Great Basin Unified Air Pollution Control District.
- c. **Support programs and policies that promote the creation of both state and local disaster prevention and planning policy.**
- d. **Support continued and enhanced state funding for non-native, invasive plant management programs** – After years of no state funding allocation, weed management area groups throughout the state will have funding opportunities in the coming budget year. These programs are critical to the protection of our local and statewide environment, and have proven positive effects on natural fire regimes, species diversity, watershed health, and many other concerns. State funding for these programs should be maintained and enhanced if possible.
- e. **Ensure full funding of Department of Fish and Wildlife Hatchery and Inland Fisheries Program (AB 7- 2006)** – In 2006, AB 7 dedicated by law one third of all sport fishing license fees to be used for adequate stocking of Department of Fish and Wildlife Hatcheries. Beyond the funding dedication, AB 7 dictated the size of fish to be stocked. Recent DFW actions, as well as state budget actions, have reduced the size of the stocking fish and not fully directed the fee funding to this program. Mono County supports the original intent including all funding being directed to the hatchery program, fish size, and reproducing diploid fish countywide as described in the original legislation.
- f. **Support sustainable fishing** – Support the funding of efforts to enhance the fish population in Mono County including sustainable fishing, ongoing fish stocking,

education for proper catch and release practices, protection of spawning waterways, and support of the California Department of Fish and Wildlife stocking of diploid trout in allowable waters.

- g. **Support bio-energy action plan development** – We encourage the various state agencies involved to continue evolving this field of work to produce cleaner, more affordable technology based on sustainable and healthy forestry principles in a manner that benefits rural Sierra economies. Mono County has encouraged state agencies, such as the Sierra Nevada Conservancy (SNC) and California Energy Commission (CEC) to provide funding for project scoping and planning.
- h. **Support legislation that promotes, protects, or facilitates the sustainability of our local agriculture** – Mono County agriculture is an important local economic driver. It provides jobs and contributes to the open-space landscape that draws visitors. Reinstate Williamson Act subventions and continue to develop alternative funding measures, such as the Strategic Growth Council's Sustainable Agricultural Lands Conservation Program.
- i. **Support legislation and funding that eases the burden of implementing the Sustainable Groundwater Management Act, including creating necessary infrastructure in rural, sparsely populated areas** – The Sustainable Groundwater Management Act provides for local agencies to develop groundwater sustainability plans and, pursuant to those plans, sustainably manage groundwater resources. The funding mechanism for these activities provided in the law is for local agencies to impose fees on water users. Areas subject to the Act in Mono County are sparsely populated and primarily in agricultural production. Accordingly, very few individuals (less than a dozen) would have to bear the significant burden of funding compliance with the Act. This raises real concerns regarding the future of Mono County's agricultural operations.
- j. **Continued engagement in Bi-State Sage Grouse conservation efforts** – Mono County appreciates the State's increased role in sage-grouse conservation efforts and addressing the threat posed by the Los Angeles Department of Water and Power's (LADWP's) dewatering of Long Valley, a key habitat area for the South Mono Population Management Unit. The California Department of Fish and Wildlife is a significant player in this conservation effort. Ultimately, continuation of the collaborative multi-party partnership, strengthened by cooperative engagement by LADWP, would be the ideal outcome to warrant a new decision not to list the species under the federal Endangered Species Act. If listed, the result could be an additional regulatory burden with devastating impacts to our agricultural and recreational activity-based economy.

4. Public Safety and Criminal Justice

- a. **Advocate for local impacts of cannabis legislation** – Advocate for local control, taxation and funding for addressing the environmental, land use, and public safety impacts of the cultivation of cannabis.
- b. **Ensure State realignment & cost-shifts** – Continue to ensure successful implementation of the broad array of programs transferred to county jurisdiction under the 2011 Public Safety Realignment, including appropriate distribution of AB 109 funding. Support state policy changes that will allow for greater administrative and program flexibility for county programs associated with this shift of responsibility.
- c. **Support of rural fire districts** – The population of Mono County is highly rural and dependent upon voluntary associations that provide basic emergency services. These volunteer fire districts provide services to residents and tourists, and they are often the first responders to accidents. Support relief for rural fire districts.
- d. **Advocate for Community Paramedicine** – Advocate for the State Emergency Medical Services Agency (EMSA) to expand the current number of EMS Programs participating in the Community Paramedicine Demonstration Project.
- e. **Support elimination of Juvenile Housing Fees** – Support proposals to eliminate the fee paid by counties to house juveniles at the Division of Juvenile Facilities. The fee is currently \$24,000 per juvenile committed and counties are not funded for this.

5. Transportation and Infrastructure

- a. **Support action for transportation funding** – Support the multiple transportation funding sources that provide for improved transportation systems and multimodal networks, including SB 1 as enacted and delivery of projects that rehabilitate and improve local roads and related infrastructure.
- b. **Support State highway access** – Mono County supports budget policy and legislation to fund rehabilitation of the Bodie Road (Highway 270) that provides access to Bodie State Park and to facilitate early Sierra Pass openings (including Highways 120 and 108).
- c. **Support complete streets and walkable community principles** – Mono County is a strong supporter and advocate of the complete streets and walkable

community principles in the 2040 California Transportation Plan. This focus is a transportation paradigm and culture shift that will impact projects from initiation to completion and maintenance. Recently, local jurisdictions have been increasingly tasked with the funding and maintenance of complete street features on state facilities such as state highways. These responsibilities lie with the state, and a corresponding shift in the functioning and funding of Caltrans is needed to ensure success.

- d. **Support continued rural broadband deployment and communications improvements through local, State, and Federal policy advocacy, infrastructure projects, and grant programs** – Having appropriate policy at the local, State, and Federal levels is imperative to ensure adequate communications connectivity – which is a critical part of public safety and economic development. Because Mono County has dedicated resources to improve access to high-quality broadband in our communities and as a result of the completion of the Digital 395 project, roughly 90% of our households have access to Gigabit internet. Unfortunately, several Mono County communities and residents still face barriers to connectivity as there is inadequate infrastructure to support basic Plain Old Telephone Service (POTS) telephone service, let-alone high-speed Internet. In order to improve the landscape, the County should advocate for:
 - i. Policies, regulations, and enforcement around providers delivering basic POTS services to all locations desiring this service, including 24/7, reliable 911 service;
 - ii. Appropriate and effective definitions of ‘broadband’ which recognize the importance of technology and dependence on the internet for public safety and economic development;
 - iii. Legislation and associated programs that provide funding for broadband infrastructure projects and adoption/education efforts;
 - iv. Programs and efforts that move to improve the accuracy of metrics used to represent the current state of broadband in Mono County;
 - v. Legislation and associated programs which strive to improve the overall state of emergency communications in rural communities.

6. Administrative and Fiscal Services

- a. **Support Clerk/Recorder Services and Elections Administration improvements** – Support resources for improving county record-keeping services and election administration, and monitor legislation that may impact the following:
 - i. Recording fees and process, and recorded documents;
 - ii. Vital statistic fees and process;
 - iii. Public records;
 - iv. Unfunded mandates;

- v. Vote-by-mail, voter registration, election management systems, elections process, and election equipment;
 - vi. Funding for records preservation (such as Board of Supervisors historic records);
 - vii. Funding for modernization of elections equipment.
- b. **Support Vote-by-mail legislation** – Support legislation to authorize vote-by-mail ballot elections for rural counties.
 - c. **Support leveraging SB2 Recording fees to return to Mono County for housing.**
 - d. **Support the full funding of all Payment In Lieu of Taxes (PILT)** – Support legislation and budget efforts that provide for payment of past due balances and continue to maximize the PILT revenue to counties and maintain full funding of PILT without restrictions beyond the current authorization.
 - e. **Oppose legislation that would limit and/or impose significant procedural or substantive barriers to counties' ability to contract for services.**
 - f. **Pursue county line adjustments with Madera and Inyo.**

7. Health and Human Services

- a. **Ensure State and Federal Healthcare Reform has equitable funding formulas for rural counties** – Affordable Care Act (ACA) implementation began in 2014, and it is vital that local government funding streams reflect equitable distribution formulas to service our rural constituents. Securing adequate funding to sustain health care reform measures is important to Mono County. Key issues include Medi-Cal expansion and funding for these mandates and continuation of 1991 realignment allocation/amounts.
- b. **Advocate for a level of funding that enables counties to properly administer the Medi-Cal program on the state's behalf.**
- c. **Support improvements to Medi-Cal** – Support the streamlining of the Medi-Cal administration and improve access to health coverage for uninsured families.
- d. **Support measures that establish full and continued State and federal funding of the IHSS program** and continuance of the Maintenance of Effort funding structure.

- e. **Support a funding methodology and assumptions that enable counties to properly administer the In-Home Supportive Services program on the state's behalf.**
- f. **Support County implementation of the Continuum of Care Reform** – Support adequate funding for county implementation of the Continuum of Care Reform including continued funding for the Foster Parent Recruitment, Retention, and support fund administered through local child welfare services (CWS) agencies that are dedicated to the recruitment, retention, and support of resource families so that they may provide stable, loving homes for children in the foster care system.
- g. **Support affordable housing** – Support State laws that support affordable housing and broaden the opportunities and reduce barriers for local government, and non-profit housing entities and instrumentalities of government to increase homeownership and the creation of rental housing. This includes repealing of California State Constitution Article XXXIV. In addition, support increased financing, subsidy options, and tax incentives to support development of new, affordable housing units in rural communities such as Mono County.
- h. **Support legislation that provides funding to support the Local Primacy Agency (LPA) program that ensures safe drinking water to Mono County residents.**
- i. **Support funding opportunities for environmental health regulation** – Support funding opportunities including fees for State mandates related to environmental health regulation of food establishments, sewage disposal facilities, water systems, well construction, swimming pools, and recreational health facilities, occupied housing, underground storage tank facilities, solid waste facilities, land use development, rabies and vector control, and the management of hazardous waste/materials.
- j. **Support legislation, funding opportunities, and multidisciplinary efforts to provide harm reduction and addiction services in Mono County.**
- k. **Support legislation for health providers** – Support legislation and advocate for increasing the number of dental and medical providers in rural counties., especially those who accept Medi-Cal and Denti-Cal insurance.
- l. **Support legislation that would increase the number of volunteer Emergency Medical Technicians** – current licensing requirements are onerous and deter volunteer first responders from seeking EMT licenses.

- m. **Support legislation for public health programs** – Support legislation and programing, and advocate for upstream approaches to health and preventative public health programs including Maternal, Child, and Adolescent Health (MCAH), Oral Health, Tobacco Education, Women, Infants and Children (WIC), Emergency Preparedness, Communicable Disease, HIV/STDs, and Immunizations.

8. Economic Development

- a. **Support new and current business development** – Support legislation and programs that support economic development efforts that augment and promote business retention and expansion, as well as create an environment conducive to new business attraction.
- b. **Support of commercial filming** – Support bills and initiatives to attract and retain film production in the state as increased filming statewide will result in commercial opportunities for commercial filming projects in Mono County.
- c. **Support tourism and recreation economy** – Support legislation that strengthens the tourism and recreation economy, including the formation of a State Office of Outdoor Recreation.

Federal Priorities

1. **Support Funding/Program Preservation** – Support legislative, regulatory, and budget efforts that protect and/or enhance local government revenues, maximize the County's access to federal funding sources, and/or increase local funding flexibility. Oppose legislative and administrative actions that would create federal unfunded mandates and/or preempt local decision-making authority. Strongly encourage Congress and the President to commit to negotiate successfully so as to avoid any future Federal Government shutdowns.
 - a. **Support Sustainable Funding for Secure Rural Schools** – Support legislation that creates a sustainable revenue stream for Secure Rural Schools, such as the Forest Management for Rural Sustainability Act.
 - b. **Support the full funding of all Payment in Lieu of Taxes (PILT)** – Support legislation and budget efforts that continue to maximize the PILT revenue to counties and continue full funding of PILT without restrictions beyond the current authorization.
 - c. **Support full federal funding for the United States Department of Agriculture (USDA) Rural Development (RD) Programs** – Support funding for community development programs and affordable housing such as the Section 502 Direct Loan Program and the necessary program staff to implement these programs.
 - d. **Support full and expanded federal funding for Housing and Economic Development programs** – Support the highest possible funding level for key federal housing and economic development programs, including the Community Development Block Grant (CDBG), the HOME Investment Partnership Program, and the creation of a minimum four percent Low Income Housing Tax Credit floor.
 - e. **Support continued rural broadband deployment and communications improvements through local, State, and Federal policy advocacy, infrastructure projects, and grant programs** – Having appropriate policy at the local, State, and Federal levels is imperative to ensure adequate communications connectivity, which is a critical part of public safety and economic development. Because Mono County has dedicated resources to improve access to high-quality broadband in our communities and as a result of the completion of the Digital 395 project, roughly 90% of our households have access to Gigabit internet. Unfortunately, several Mono County communities and residents still face barriers to connectivity as there is inadequate infrastructure to support basic Plain Old Telephone Service (POTS) telephone service, including cellular phone

service, let-alone high-speed Internet. In order to improve the landscape, the County should advocate for:

- i. Policies, regulations, and enforcement around providers delivering basic POTS services to all locations desiring this service;
 - ii. Appropriate and effective definitions of 'broadband' which recognize the importance of technology and dependence on the internet for public safety and economic development;
 - iii. Legislation and associated programs that provide funding for broadband infrastructure projects and adoption/education efforts; Programs and efforts that move to improve the accuracy of metrics used to represent the current state of broadband in Mono County.
- f. **Support legislation that promotes, protects, or facilitates the sustainability of our local agriculture** – Mono County agriculture is an important local economic driver, provides jobs, puts food on the table and contributes to the open-space landscape that draws visitors.
- g. **Support Economic Development resources** –
- i. Support legislation and federal programs that provide access to small business capital for local business development through the Small Business Administration, Small Business Development Corporation and other government loan and financial programs;
 - ii. Support legislation and federal programs that promote locally-based business retention and expansion, as well as create an environment conducive to new business attraction;
 - iii. Support initiatives to attract commercial filming opportunities to the region: in particular, budgetary allocations that increase capacity for processing special use permits on the Inyo and Humboldt Toiyabe National Forests;
 - iv. Support bills, initiatives, and programs that strengthen the tourism and recreation economy.
2. **Natural Resources, Public Lands, and Agriculture** – Support legislation that promotes agriculture and that protects the County's quality of life, its diverse natural resources, and preserves the essence and history of the County, along with legislation that provides adequate funding for stewardship of our public lands.
- a. **Support sustainable funding for federal public lands** – Support measures to sustain our federal lands. Closure or underfunding of these lands managed by the US Forest Service, Bureau of Land Management and National Park Service would result in a significant negative impact to our county as tourism and recreation are our economic drivers.

- b. **Support outdoor recreation economy and public lands** – Support the enacted 2016 Outdoor Recreation and Jobs Act and the effort to measure the outdoor recreation economy's contribution to the US Gross Domestic Product. Once the federal government fully understands the economic benefits of outdoor recreation, land management agencies and local governments will have necessary data to measure the impact of the recreation economy and the key role that sustainable recreation needs to play in the management decisions of public lands agencies.
- c. **Support special designations** – Support special use designations for public lands such as National Scenic Areas, Wild & Scenic Rivers, Wilderness, National Monuments, National Conservation Areas, when demonstrated conservation values and public support warrant such designations.
- d. **Oppose public lands disposal** – Oppose the large-scale sale, transfer or "disposal" of public lands except for strategic, widely supported transfers or exchanges for management and boundary adjustments with demonstrated public benefit.
- e. **Support wildfire funding and fuels reduction** – Support immediate enactment of legislation to change the method of funding wildfire suppression on National Forests by providing access to funding outside of the statutory discretionary limits for emergency purposes and for investment in additional resources for forest management/fuels reduction to mitigate wild fire risk to communities and increase forest health.
- f. **Support public land infrastructure** – Support increased funding for public land management agencies to address deferred maintenance of infrastructure in forests, national parks and reserves that rural counties depend on for tourism and recreation-based economies.
- g. **Support regulatory relief for Mill City Cabin Tract funding** – Support administrative and legislative solutions for funding and/or regulatory relief for the cleanup of contaminated soils at the Mill City recreation residence tract on the Inyo National Forest in Mammoth Lakes.
- h. **Support land management directives** – Support Mono County's tourism and recreation economy by ensuring funding, programs, and management directives for federal land agencies (including the Land & Water Conservation Fund) that facilitate the planning, building, and maintenance of infrastructure for sustainable recreation, travel, and commercial film permitting on public lands.

- i. **Support sustainable fishing** – Support the funding of efforts to enhance the fish population in Mono County including sustainable fishing, ongoing fish stocking, education for proper catch and release practices, protection of spawning waterways, and support of the California Department of Fish and Wildlife stocking of diploid trout in allowable waters.
- j. **Support the control of invasive species** – Support control and mitigation for the spread of invasive species to protect, conserve, and restore public and private lands.
- k. **Support biomass project development** – Support legislation that encourages the US Forest Service (USFS) and Bureau of Land Management (BLM) to continue actively promoting and assisting with biomass project development.
- l. **Support alternative energy** –
 - i. Support local efforts to develop renewable, distributed energy sources including but not limited to environmentally and appropriately scaled biomass, solar, and wind, while ensuring projects and their supporting infrastructure (i.e. transmission lines, pipes lines, towers, service roads) does not degrade the County's quality of life, natural or visual resources, water or essence and history;
 - ii. Continue to support geothermal power production that is environmentally sustainable and doesn't negatively affect local domestic water supplies.
- m. **Support Devils Postpile National Monument legislative requests** – Support legislation to authorize a boundary adjustment request, and to designate a portion of the Middle Fork San Joaquin River as Wild & Scenic, as described in Devils Postpile National Monuments 2015 Management Plan.
- n. **Support endangered species conservation** – Support a balanced approach to the implementation of endangered species regulation with impacts to the rural economy and communities of Mono County. Mono County is fortunate to have a rich natural heritage that should be conserved, and it supports the need to protect and recover imperiled species. These conservation measures must be weighed and balanced against impacts to the fragile tourism and recreation-based rural economy and local communities, and every effort must be made to protect private property rights and avoid detrimental impacts to county residents.
- o. **Support sage grouse conservation** – Mono County appreciates the US Fish and Wildlife Service's strong support of the multi-party, collaborative Bi-State Sage grouse conservation effort, including addressing the threat posed by the Los Angeles Department of Water and Power's (LADWP's) dewatering of Long Valley

and ensuring funding commitments are met and honored by federal agencies. Ultimately, continuation of the collaborative partnership, strengthened by cooperative engagement by LADWP, would be the ideal outcome to warrant a new decision not to list the species under the federal Endangered Species Act. If the bird is listed, the result could be an additional regulatory burden with devastating impacts to our agricultural and recreational activity-based economy.

- p. **Support legislation to avoid landfilling of waste originating on Federal Land** - Develop policies and programs that successfully re-use, recycle and transform resources that originate on USFS, BLM, and DOD lands. Support policies that reduce the impacts of Federally-generated waste on local jurisdictions' waste management systems, and/or support policies that enhance local systems to effectively manage Federally-generated waste.

3. Public Safety and Criminal Justice

- a. **Support full funding of Byrne Justice Assistance Grants** – Support the preservation of funding levels for existing safety programs such as the Byrne Justice Grant (Byrne/JAG) Program and oppose efforts to reduce or divert funding away from these programs.
- b. **Support continued funding of FEMA's Assistance to Firefighters Grant (AFG) program** – Support continued funding to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, nonaffiliated Emergency Medical Services organizations, and State Fire Training Academies. This funding is for critically needed resources to equip and train emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience.
- c. **Support legislation that resolves the conflict federal statutes have with legalization of recreational cannabis use in California** – ideally, this includes removing cannabis as a schedule 1 drug and providing cannabis businesses with access to business banking services by changing federal banking access laws. Barring a legislative solution by Congress, the County supports reinstatement of the concepts stated in the past Justice Department memorandums allowing for commercial cannabis activities to operate free and clear of federal enforcement interference so long as the County has a robust regulatory framework in place.
- d. **Urge common-sense gun safety legislation.**
- e. **Support sustainable Federal Aviation Administration (FAA) funding for airport safety related projects on public and private property on or near our airports.**

4. Transportation and Infrastructure

- a. **Ensure that federal transportation formulas support rural road infrastructure –** Mono County has concerns regarding the continued implementation of the federal surface transportation reauthorization program. Mono County relies on the network of state highways and locally maintained roads to link residents to essential services. Transportation funding formulas should provide funding protections or guarantees for California's rural transportation system and reflect that rural counties lack viable means to fund larger projects that provide statewide benefit. We must advocate for formulas that distribute federal funds to support local transportation priorities.
- b. **Support efforts to protect the Highway Trust Fund** and support programs that provide funding for local roads, bridges, and transit initiatives including pedestrian and bicycle systems, and other multi-modal transportation programs.
- c. **Support federal highway access** – Mono County supports budget policy and legislation that funds infrastructure such as roads on federal land with access to popular destinations including national parks and monuments.
- d. **Support Yosemite Area Regional Transportation and Eastern Sierra Transit Authority funding** – Support efforts to seek sustainable funding for regional public transportation to Yosemite National Park, other National Parks in our region, and other public lands destinations throughout the Eastern Sierra.

5. Health and Human Services

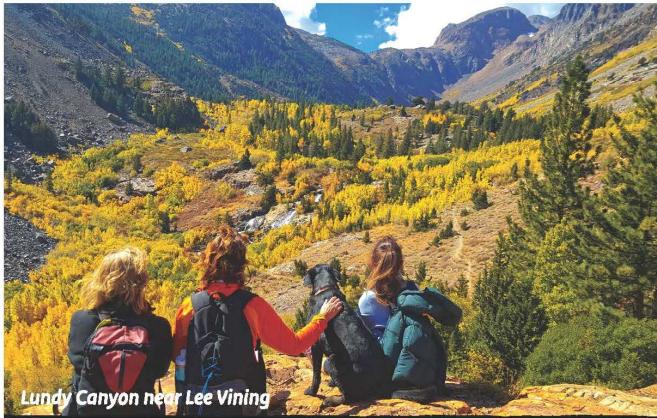
- a. **Oppose legislation to repeal the Affordable Care Act (ACA)** – Work to preserve and expand the number of citizens currently receiving health insurance. Oppose efforts to reduce benefits and block grants or other actions that would shift the current federal/state cost and responsibility to the states and counties.
- b. **Ensure that Affordable Care Act (ACA) funding is maintained for local governments** – Support the Prevention and Public Health Fund of the ACA, the nation's first dedicated mandatory funding stream for public health and prevention activities, which supports Mono County health care services to underserved residents.
- c. **Oppose funding reductions for Medicaid** – Oppose efforts to reduce federal funding for Medicaid administration or benefits including converting to a voucher system with less federal funding.

- d. **Oppose turning Medicaid over to States** – Oppose efforts to turn Medicaid (Medi-Cal in California) over to the states with less federal funding.
 - e. **Support full funding of the Children’s Health Insurance Program (CHIP).**
 - f. **Support funding of Veterans benefits** – Support provision and funding for current benefits and health care programs for Veterans.
 - g. **Support Women’s Rights to Health** – Health care is key to women’s well-being and economic stability. Support provisions that make sure new health care law works for women.
6. **Child Welfare** – Support legislation that increases services and home-based placement resources to children who are victims of or at risk of: abuse, neglect, or exploitation, and provide support to caregivers of these victims.
7. **Immigration** – Oppose immigration reform efforts that would eliminate a pathway to full and equal citizenship, that would restrict the rights of immigrants or break up families, or that would focus on a mass deportation of undocumented immigrants.
8. **Oppose efforts to reduce the Supplemental Nutrition Assistance Program (SNAP)** – In Mono County, the Supplemental Nutrition Assistance Program (SNAP) provides over 1,400 residents with CalFresh benefits.
9. **Support the Older Americans Act (OAA)** – Support the Older Americans Act (OAA) and increased federal funding for the OAA programs. The Act established a national network of Area Agencies on Aging (AAA) which oversee a variety of social services for seniors, including nutrition, elder abuse prevention, legal services and advocacy, and caregiver resources. The OAA is not adequately funded and does not reflect the need for senior services or the population growth of people over age 60. With the limited state funding to support California’s AAA programs, it is critical that the federal funding expand to support senior services.



MONO COUNTY

CALIFORNIA'S EASTERN SIERRA



HIDDEN TREASURES IN PLAIN SIGHT

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

TOP ATTRACTIONS

YOSEMITE NATIONAL PARK – Drive California's highest pass – just 12 miles from Lee Vining to Yosemite's east entrance – to witness ten-story waterfalls, enjoy world-class rock climbing and hiking, and more (summer only).

Contact: www.nps.gov/yose or 209-372-0200. For bus service: www.Yarts.com.

BODIE STATE HISTORIC PARK – Bodie is preserved in a state of "arrested-decay," so keep an eye out for spirits roaming the once-wild streets of this genuine gold-mining ghost town.

Contact: www.parks.ca.gov or www.BodieFoundation.org or 760-647-6445.

MONO LAKE – Paddle a canoe around volcanic islands (don't worry, they're dormant!) and tufa towers, which are natural limestone formations created by the ancient lake's salinity.

Learn more at Mono Basin Scenic Area Visitor Center, 760-647-3044, or the Mono Lake Committee, www.MonoLake.org or 760-647-6595.

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

MONO COUNTY

Towns ~~and~~ Communities

BENTON HOT SPRINGS — Soak in natural hot springs that are temperature regulated in this historic stagecoach station.

BRIDGEPORT — Gateway to Bodie ghost town and home of the county seat, Bridgeport's iconic courthouse has been in use since 1880. The California state-record brown trout, at **26 lbs 8 oz**, was caught in Bridgeport's Twin Lakes.

CONVICT LAKE / McGEE CREEK — Dramatically situated under towering Mt. Morrison, Convict Lake is loved by anglers, hikers, and... wedding parties! Catch wildflowers or fall colors at McGee Creek Canyon – hiking or on horseback.

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

JUNE LAKE — Tucked away at the base of 10,909-ft. Carson Peak, June Lake is a scenic mountain hideaway. Famous for trout fishing and brilliant fall colors, the June Lake Loop is a snowy retreat in winter. June Mountain Ski Area offers free lift tickets every day, all winter long for kids age 12 and under.

LEE VINING — Overlooking dramatic Mono Lake, Lee Vining is the gateway town to Yosemite National Park – just 12 breathtaking miles up Tioga Pass Road/SR 120.

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

ROCK CREEK / TOM'S PLACE — With beautiful Little Lakes Valley hiking trail, fall colors, and winter "Adventure Dining" at Rock Creek Lodge – complete with snowmobile taxi – Rock Creek Canyon is magical all four seasons.

TOPAZ — At the northern tip of the county, Topaz Lake boasts a nine month fishing season, a big cash derby and a Nevada casino.

WALKER AND COLEVILLE — Ranch towns in the northern part of Mono County, Walker and Coleville host California's only ATV/UTV Jamboree every September!



GETTING TO CALIFORNIA'S EASTERN SIERRA

FLY TO THE EASTERN SIERRA!

Daily air service to Mammoth Yosemite Airport (MMH) is available on United Airlines from Los Angeles year-round and San Francisco and Denver in the winter. JetSuiteX flies to MMH from Burbank and Orange County, winter only.



DRIVE

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

DRIVING DISTANCES AND TIMES

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

All mileage and times are from Lee Vining, CA

*East-west mountain passes (Highways 120 East/Tioga Pass, 108/Sonora Pass and 89/Monitor Pass are closed in winter due to snow and usually open before Memorial Day.



Mono Lake at Lee Vining

VISITOR AMENITIES

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

DINING — There are more than 100 restaurants, cafés, pubs and bakeries to choose from throughout Mono County, with options ranging from traditional comfort food to delicious ethnic cuisine and fine dining.

SHOPPING — If you're looking for Macy's, you won't find it in Mono County! However, with over 125 stores to browse through, you'll find intriguing shops, art galleries, Native American crafts, home-made candy, and unique souvenirs from your favorite places.

VISITOR INFORMATION — Mammoth Lakes Welcome Center, Mono Basin Scenic Area Visitor Center and Mono Lake Committee Information Center in Lee Vining and Bridgeport Ranger Station provide maps, guide books, permits, and visitor info.

MUSEUMS — The Mono County Museum in Bridgeport, Mono Basin History Museum and Upside-Down House, Hayden Cabin in Mammoth Lakes and Benton Historical Society all bring the region's rich history to life with unique exhibits.

TOP EASTERN SIERRA ACTIVITIES

SUMMER

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

WINTER

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

2019 EVENT HIGHLIGHTS

June Lake Winter Festival	June Lake	March 2
Fishing Season Opener	Mono County	April 27
Mono Basin Bird Chautauqua	Lee Vining	June 14-16
How Big Is Big Fishing Derby	Walker	July 1-31
Old-Fashioned 4th of July	Bridgeport	July 3-6
June Lake Triathlon	June Lake	July 13
Mammoth Festival of Beers & Bluesapalooza	Mammoth Lakes	August 1-4
Friends of Bodie Day	Bodie	August 9-10
Founders' Day Celebrations	Bridgeport	August 30 - September 2
Historic Benton Hot Springs Dinner & History Fundraiser	Old Benton	August 31
Eastern Sierra ATV/UTV Jamboree	Walker	September 24-28
Ambush at the Lake Fishing Derby	Convict Lake	October 1 - November 15

For more info and a FREE Visitor Guide – visit www.MonoCounty.org and on Facebook at www.facebook.com/VisitEasternSierra.

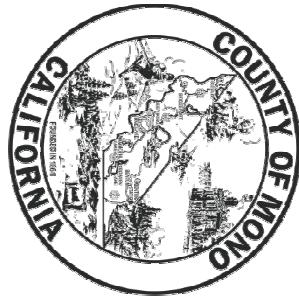
Elected State Representatives:

Assembly Member Frank Bigelow 5 th Assembly District State Capitol, Suite #4158 Sacramento, CA 94249 Capitol Office Phone: (916) 319-2005 District Office Phone: (559) 673-0501 Fax: (916) 319-2105 Website: https://ad05.asmrc	Senator Andreas Borgeas 8 th Senate District State Capitol, Room 3082 Sacramento, CA 95814-4900 Capitol Office Phone: (916) 651-4008 District Office Phone: (559) 253-7122 Fax: (916) 651-4908 Website: http://borgeas.cssrc.us/
Governor Gavin Newsom State Capitol, Suite 1173 Sacramento, CA 95814 Phone: (916) 445-2841 Fax: (916) 558-3160 Website: http://gov.ca.gov/	

Elected Congressional Representatives:

Senator Kamala Harris United States Senate 112 Hart Senate Office Building Washington, D.C. 20510 Phone: (202) 224-3553 Fax: (202) 224-0454 Website: http://www.harris.senate.gov/	Senator Dianne Feinstein United States Senate 331 Hart Senate Office Building Washington, D.C. 20510 Phone: (202) 224-3841 Fax: (202) 228-3954 Website: http://www.feinstein.senate.gov/
Congressman Paul Cook 8 th Congressional District 1027 Longworth House Office Building Washington, DC 20515 Phone: (202) 225-5861 Fax: (909) 797-4997 Website: http://cook.house.gov/	

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OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Community Development

TIME REQUIRED

SUBJECT General Plan Amendment (GPA) 19-01 Ordinance

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed ordinance adopting General Plan Amendment (GPA) 19-01 consisting of two parts - A) Multi-Family Residential (MFR) Land Use Designation and B) Short-Term Rentals, in compliance with the California Environmental Quality Act (CEQA) and consistent with the Mono County General Plan.

RECOMMENDED ACTION:

Adopt proposed ordinance ORD19-01, Adopting General Plan Amendment (GPA) 19-01 consisting of two parts - A) Multi-Family Residential (MFR) Land Use Designation and B) Short-Term Rentals, in compliance with the California Environmental Quality Act (CEQA) and consistent with the Mono County General Plan.

FISCAL IMPACT:

No impact due to MFR amendment, although additional units would result in increased property taxes. Increased staff time for enforcement and permitting could result in increased costs; increased compliance and new rentals could result in additional transient occupancy tax revenue for the County.

CONTACT NAME: Wendy Sugimura

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> ORD19-01

History

Time	Who	Approval
2/14/2019 5:25 PM	County Administrative Office	Yes
2/14/2019 10:50 AM	County Counsel	Yes
2/14/2019 12:09 PM	Finance	Yes

Mono County Community Development Department

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

Planning Division

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

February 19, 2019

To: The Honorable Mono County Board of Supervisors

From: Bentley Regehr, Planning Analyst
Wendy Sugimura, Director

Re: General Plan Amendment 19-01A: Multi-Family Residential Land Use Designation and 19-01B: Short-Term Rentals.

RECOMMENDATION

Approve proposed ordinance ORD19-01, Adopting General Plan Amendment 19-01 A & B.

FISCAL IMPACT

No impact due to MFR amendment, although additional units would result in increased property taxes. Increased staff time for enforcement and permitting could result in increased costs; increased compliance and new rentals could result in additional transient occupancy tax revenue for the County.

PLANNING COMMISSION RECOMMENDATION

At their January 17, 2019, meeting, the Planning Commission held a public hearing on General Plan Amendment 19-01 A & B, modified the project as described below, made the required findings, and adopted Resolution R19-01 recommending the Board of Supervisors adopt the General Plan Amendment.

GPA 19-01A: MULTI-FAMILY RESIDENTIAL LAND USE DESIGNATION

BACKGROUND

The existing General Plan contains inconsistencies between minimum lot size and allowed density for multi-family residential land use designations. The County currently has 95 Multi-Family Residential (MFR) parcels divided between the communities of Bridgeport, June Lake, and Crowley Lake, many of which do not meet the current minimum lot size for condominium or townhome development but can satisfy the density requirement. The land use designations in question consist of Multi-Family – High (MFR – High), Multi-Family - Medium (MFR – M), and Multi-Family – Low (MFR-L).

The proposed amendment was presented to the Regional Planning Advisory Committees in communities with MFR land designations, including Bridgeport, June Lake, and Crowley Lake/Long Valley. No opposition was expressed.

DISCUSSION

The amendment proposes to adjust the minimum lot sizes for developments to match current density standards. For example, the minimum lot size for condominium developments of three or more units on MFR-L parcels would be changed to 3,750 square feet per unit to match the 15 dwelling units per acre allowance and eliminate the current minimum lot size of 2 acres (87,120 square feet). The amendment allows for greater consistency across MFR parcels, creates flexibility to build on smaller MFR parcels, and encourages more efficient use of land.

The amendment results in the addition of 21 units to the buildout potential of MFR parcels county-wide. Buildout projections were calculated using the following methodology:

Step 1:

In order to create a "baseline," current buildout potential was calculated for vacant/underdeveloped MFR parcels under existing standards using buildout assumptions from the 2015 General Plan EIR. These assumptions included reducing maximum buildout potential based on conditional development zones (flood zones and avalanche hazard), limited availability of sewer and water, and physical constraints (streams, steep slopes, etc.). None of the parcels affected by this amendment are located in zones where buildout potential was reduced. The potential for future lot mergers of adjacent parcels was not considered.

Step 2:

Buildout potential was calculated for vacant/undeveloped MFR parcels using the standards proposed by GPA 19-01A and the same set of reduction assumptions.

Buildout potential was affected on the following parcels:

- a. MFR-L parcels between 15,000 and 87,120 square feet. For example, under current regulations, a 30,000 square-foot MFR-L parcel would have a maximum development potential of three units since the two-acre minimum cannot be met. The proposed regulations allow for one unit per 3,750 square feet, regardless of parcel size, and would result in a maximum development potential of eight units for the parcel.
- b. MFR-M and MFR-H parcels between 11,616 and 20,000 square feet. As an example, a 15,000 square foot parcel would have a maximum development potential of three units under current regulations (the parcel does not meet the 20,000 square foot lot size minimum for developments of four or more units), but a maximum potential of five units after the proposed amendment.

Step 3:

The difference between "step 1" and "step 2" above was then calculated. The proposed amendment results in an increase in buildout potential of 11 units in June Lake, 10 units in Bridgeport, and no increase in Crowley Lake.

Table 1: Summary of buildout potential on MFR parcels

Community	Buildout Potential on MFR Prior to Amendment	Buildout Potential on MFR After Amendment	Difference
Bridgeport	198	208	10
June Lake	76	87	11
Crowley Lake	50	50	0

The Board modified the language for permitting historically-allowed transient rental use in MFR units from the Planning Commission recommendation as follows: "Transient rentals (fewer than 30 consecutive days) in multi-family units are **allowed** prohibited in the following MFR-L and MFR-M except in the following complexes: Aspen Meadows, Hideaway Down Canyon, Interlaken, Birch Creek, Edgewater, Sierra Suns, or in complexes where transient use is not specifically addressed in the use permit and/or parcel map of an existing development and can be demonstrated as a non-conforming use prior to the adoption date of this General Plan Amendment." The amendment allows the County to document the existing multi-family complexes where transient rentals will continue to be allowed. The units in question are existing and no new construction is proposed. This amendment does not affect the regulation of single-family units on residential land use designations, which is governed by Chapter 25 of the Land Use Element.

This staff report was reviewed by the Community Development Director.

ATTACHMENT

- D. General Plan Amendment 19-01A: Proposed MFR designation changes
-

GPA 19-01B: SHORT-TERM RENTALS

BACKGROUND

In March 2017, the Board adopted amendments to Chapter 25 as recommended by the Planning Commission which regulates short-term rentals, defined as rentals for less than 30 days, in certain residential land use designations. Subsequently, the Board enacted a 45-day, then a 10.5-month, and then a one-year moratorium on Type II (non-owner occupied) short-term rentals, and directed staff to 1) first complete a public process to revise the June Lake area plan to address specific short-term rental issues in this community; and 2) revisit area plan policy discussions with other communities on where Type II rentals should be allowed/not allowed. The current moratorium expires on February 26, 2018.

In April 2018, the Board adopted a General Plan Amendment revising the June Lake area plan and short-term rental regulations to address issues specific to June Lake. These regulations established a two-part permitting process: 1) a use permit approval by the Planning Commission under Chapter 25 of the General Plan, and 2) a Short-Term Rental Activity Permit approval by the Board of Supervisors under Mono County Code Chapter 5.65. Both are required to operate a short-term rental, and the Activity Permit is specific to the owner and does not transfer if the property is sold.

Since then, staff has been intermittently conducting outreach and workshops with the Regional Planning Advisory Committees (RPACs) to finalize policies and regulations throughout the rest of the county prior to the moratorium expiring.

DISCUSSION

The current Chapter 25 regulations stipulate that short-term rental approvals must comply with area plan policies, providing for regulations on an area-by-area basis. The following is a summary of the proposed modifications to the regulations and area plan policies (Attachments C and D), which completes a comprehensive set of regulations for short-term rentals across the entire county:

Chapter 25 Modifications:

- The application of the chapter and general requirements for all short-term rental types were consolidated into a new chapter section (25.015) rather than being repeated in multiple sections.
- Exemptions were added (25.018), for the previously approved Transient Rental Overlay Districts (TRODs) and Type I Use Permits.
- Type II rentals (not owner-occupied rentals with approval that runs with the land) are proposed to be eliminated. None of the RPACs specifically requested the retention of this rental type, and the elimination reduces confusion for staff and applicants.
- The remaining Type I and Type III rentals were therefore renamed "Owner-Occupied Short-Term Rentals" (previously Type I) and "Not Owner-Occupied Short-Term Rentals" (previously Type III).
- The Planning Commission modified the definition of "Not Owner-Occupied Short-Term Rentals" as follows: 25.030. Establishment of Not Owner-Occupied Short-Term Rental: Not owner-occupied short-term rentals include rental of an entire dwelling unit or any part thereof that is not concurrently occupied by the owner or on the same parcel or on a physically contiguous parcel as a principal residence concurrently occupied by the owner.
- Noticing requirements were modified to have consistent timeframes. Any person can request notice of a short-term rental project 10-days in advance of the public hearing, and staff would provide that notice at least 10-days in advance.

Policy Modifications – Countywide:

- Minor wordsmithing is proposed to rename the rental types (eliminating the Type I and III terminology).

Policy Modifications – Antelope Valley:

- The Antelope Valley RPAC requested minimizing regulations and cost to the applicant while encouraging compliance with health and safety standards. The rationale is that the Antelope Valley has less market pressure for short-term rental units and does not face a workforce housing shortage like other parts of the county.
- The Board chose not to exempt the Antelope Valley from permitting and related requirements and so the ordinance, as introduced, did not include the requested provisions.

Bridgeport Valley:

The Bridgeport Valley RPAC deliberated the merits of the different types of short-term rentals, and ultimately were split 2-2 on whether to recommend all rental types be permitted, or only Owner-Occupied Short-Term Rentals. The rationale for allowing all rental types was that property owner should have the right to conduct this use, market pressure is low, and the impacts are not problematic. The concern raised by those in favor of only Owner-Occupied Short-Term Rentals was the potential reduction of housing stock for long-term rentals and workforce housing. Because the Bridgeport RPAC did not make a recommendation, no policy changes are proposed and Chapter 25, including both rental types, would apply in its entirety to the Bridgeport Planning Area.

Policy Modifications – Mono Basin:

- Lee Vining is almost entirely designated Commercial (C), and therefore Chapter 25 does not apply.
- Mono City is the only other residential community that expressed interest in discussing short-term rentals. A special meeting was held in Mono City and the input was conveyed to the Mono Basin RPAC. At its July 2018 meeting, the Mono Basin RPAC made a formal recommendation, consistent with the results of the Mono City meeting, to prohibit all types of short-term rentals in Mono City. Planning Commissioner Chris Lizza, who also sits on the Mono Basin RPAC, abstained from the vote. The policy modification provides for the prohibition.

Policy Modifications – June Lake:

- Minor wordsmithing is proposed to ensure consistency with the elimination of Type II rentals and to rename the rental types (eliminating the Type I and III terminology). No changes to the type and location of short-term rentals are proposed.

Policy Modifications – Crowley Lake/Long Valley, Wheeler Crest, Paradise, Swall Meadow, Tri-Valley:

- Per RPAC discussions, anecdotal comments from individuals to the district Supervisor (Fred Stump), and concern over loss of workforce housing stock, Not Owner-Occupied Short-Term Rentals are prohibited.
- Owner-Occupied Short-Term Rentals continue to be eligible for permitting.
- In Crowley Lake, prior to the current regulations, several Type I short-term rental use permits were approved (and one was denied), and no complaints have been filed to date.

Land Use Designation Modifications:

- The reference to June Lake policies is proposed for deletion from Estate Residential (ER), Rural Mobile Home (RMH) and Rural Residential (RR) since multiple area plans now contain relevant polices.
- The proposed modification to the Multi-Family Residential designation clarifies that short-term rentals are not permitted in this designation in June Lake, and eliminates the reference to June Lake policies.
- The reference to June Lake policies is retained for Single-Family Residential, since this is the only applicable Land Use Designation for short-term rentals in June Lake.

ATTACHMENTS

- E. Proposed General Plan Amendment 19-01B: Short-Term Rentals – redline version
 - F. Proposed General Plan Amendment 19-01B: Short-Term Rentals – clean version
-

ATTACHMENT FOR GPA 19-01 A & B

- G. ORD19-__ making the required findings and adopting General Plan Amendment 19-01 A & B



ORDINANCE NO. ORD19-01

**AN ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS
ADOPTING GENERAL PLAN AMENDMENT (GPA) 19-01 CONSISTING OF TWO PARTS – A)
MULTI-FAMILY RESIDENTIAL (MFR) LAND USE DESIGNATION AND B) SHORT-TERM
RENTALS, IN COMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
(CEQA) AND CONSISTENT WITH THE MONO COUNTY GENERAL PLAN**

WHEREAS, addressing the housing crisis through policy is identified as one of Mono County's 2018 strategic priorities; and

WHEREAS, in a priority setting exercise on housing programs, the Board of Supervisors expressed strong support for regulatory changes that improve housing production potential; and

WHEREAS, minimum lot sizes in the current MFR development regulations create potential barriers for certain types of multi-family projects that can meet density standards; and

WHEREAS, outreach was conducted to the Regional Planning Advisory Committees (RPACs) with MFR designations in their communities including Bridgeport, June Lake, and Long Valley/Crowley Lake; and

WHEREAS, not owner-occupied short-term rentals that run with the land have been under moratorium since March 2017 while policies and regulations have been under development; and

WHEREAS, a General Plan Amendment was adopted in April 2018 revising the June Lake area plan and short-term rental regulations; and

WHEREAS, outreach was intermittently conducted to the Antelope Valley RPAC, Bridgeport Valley RPAC, Mono Basin RPAC with a special meeting in Mono City, and Long Valley/Paradise/Swall Meadows RPAC and community meeting since April 2018 to refine short-term rental policies and regulations for those communities; and

WHEREAS, the RPACs deliberated and, when possible, made recommendations or provided direction for policy and regulation refinements which were incorporated into the proposed amendment; and

WHEREAS, duly noticed public hearings were held before the Planning Commission on January 17, 2019, and the Board of Supervisors on February 12, 2019; and

WHEREAS, an Addendum to the 2015 RTP/General Plan Update (GPU) Environmental Impact Report (EIR), as modified by the GPA 18-01B Addendum, was prepared; and

WHEREAS, having reviewed and considered all the information and evidence presented to it, including public testimony, written comments, staff reports and presentations, and the recommendation of the Planning Commission, the Board of Supervisors now makes the required findings and adopts GPA 19-01 A & B amending language in the General Plan Land Use Element.

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO
ORDAINS FOLLOWS:**

SECTION ONE: The Board of Supervisors certifies the Addendum for GPA 19-01 A) Multi-Family Residential Land Use Designation and B) Short-Term Rentals.

SECTION TWO: The Board of Supervisors finds that General Plan Amendment 19-01, including all text changes to the Land Use Element of the Mono County General Plan pertaining to A) Multi-Family Residential Land Use Designation and B) Short-Term Rentals, which are attached hereto as Exhibit A and incorporated herein by reference, is consistent with the General Plan as well as all applicable area plans.

SECTION THREE: The Board of Supervisors further finds that the proposed area plan text amendments of GPA 19-01 are consistent with the countywide General Plan.

SECTION FOUR: This ordinance shall become effective 30 days from the date of its adoption and final passage, which appears immediately below. The Clerk of the Board of Supervisors shall post this ordinance and also publish the ordinance in the manner prescribed by Government Code section 25124 no later than 15 days after the date of this ordinance's adoption and final passage. If the Clerk fails to so publish this ordinance within said 15-day period, then the ordinance shall not take effect until 30 days after the date of publication.

PASSED AND ADOPTED this 19th day of February 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Peters, Chair

Attest:

Approved as to form:

Clerk of the Board

County Counsel

Multi-Family Residential, Low (MFR-L), Moderate (MFR-M), High (MFR-H)

Legend:

Blue: New addition; Red: Previous

INTENT: The “MFR-L” designation is intended to provide for low-density multifamily residential development, such as duplexes and triplexes.

The “MFR-M” designation is intended to encourage long-term multifamily housing by allowing for higher population densities and by not allowing commercial lodging facilities; i.e., hotels, motels.

The “MFR-H” designation is intended to encourage multifamily units by allowing for higher population densities and to provide for commercial lodging facilities; i.e., hotels, motels.

PERMITTED USES

- Single-family dwelling
- Manufactured home used as a single-family dwelling¹ – MFR-L only ^c
- Duplexes and triplexes
- Accessory buildings and uses²
- Animals and pets (see Animal Standards Section 04.270)
- Home occupations (see Home Occupation regulations, Section 04.290)
- Small-scale agriculture
- Transitional and Supportive Housing⁶
- Outdoor cultivation of a maximum of six mature and 12 immature cannabis plants under the Compassionate Use Act.

USES PERMITTED SUBJECT TO DIRECTOR REVIEW (Director Review Processing, Ch. 31)

- MFR-L Model units
- None stated for MFR-M and MFR-H

USES PERMITTED SUBJECT TO USE PERMIT (Use Permit Processing, Ch. 32)

MFR-L, MFR-M and MFR-H

- Art galleries
- Quasi-public buildings and uses
- Public utility buildings and structures, not including service yards
- Country clubs and golf courses
- Condominiums, cooperatives, townhomes, cluster developments, apartments containing four or more units
- Parking lots and parking structures

MFR-H only

- Mobile-home parks (see Dev. Standards – Mobile Homes and RV Parks, Ch. 17)
- Recreational-vehicle parks (see Ch. 17)
- Social care facilities and related integrated professional offices
- Parking lots and parking structures when abutting a commercial district
- Hotels, motels, bed-and-breakfast establishments and dorms
- Transient rentals (fewer than 30 consecutive days) of four or more dwelling units only
- Manufactured housing subdivision (see Ch. 18)

Transient rentals (fewer than 30 consecutive days) are prohibited in MFR-L and MFR-M, except in the following complexes: Aspen Meadows, Hideaway Down Canyon, Interlaken, Birch Creek, Edgewater, Sierra Suns, or in complexes where transient use is not specifically addressed in the use permit and/or parcel map of an existing development and can be demonstrated as a non-conforming use prior to the adoption date of this General Plan Amendment.

DEVELOPMENT STANDARDS

Minimum Lot Area:

MFR-L

Minimum lot size – 7,500 sf

Developments of three or more units – (number of units) x 3,750 sf

~~Multiple family – 11,250 sf~~

~~Condominiums, cooperatives, townhomes, cluster developments – 2 acres~~

Schools – 5 acres

MFR-M

Minimum lot size – 7,500 sf

Developments of three or more units – (number of units) x 2,904 sf

~~Minimum lot size – 10,000 sf 5~~

~~Condominiums, cooperatives, townhomes, cluster developments – 20,000 sf~~

MFR-H

Minimum lot size – 7,500 sf

Developments of three or more units – (number of units) x 2,904 sf

Hotels, resort hotels, and motels – 20,000 sf

~~Condominiums, cooperatives, townhomes, cluster developments – 20,000 sf~~

~~MFR-M Lots measuring less than 10,000 sq. ft. shall be limited to single family & duplex uses.~~

Minimum lot size of 7,500 square feet for single-family residences and duplexes is based on subdivision requirements. Minimum lot size for developments of three or more units is based on density maximums – 11.6 du/acre for MFR-L and 15 du/acre for MFR-M and MFR-H.

Minimum District Area: **MFR-M** 3 acres
 MFR-H 5 acres

Minimum Lot Dimensions: Width – 60'
 Depth – 100'

MFR-L width for:

- Condominiums, cooperatives, townhomes, cluster developments – 150'
- Schools – 200'

Maximum Lot Coverage: **MFR-L** 40% **MFR-M and MFR-H** 60%

Minimum Setbacks:

Front: 20' **Rear:** 10' **Side:** 10'

See Section 04.120 for other provisions.

Building Density:

MFR-L

1 du/3,750 sq. ft. or 11.6 du/acre

MFR-M & -H

Condominiums, multifamily residences and similar uses – 15 du/acre

In no case shall projects containing density bonuses exceed 26 units/acre. Units designated as manager/employee housing unit shall not be counted in density calculations.

MFR-H

Hotels, motels, bed-and-breakfast establishments, etc. – 40 units/acre

Population Density: Maximum population density is 37.6 persons per acre for multifamily dwellings.

Maximum Building Height: 35' See Table 04.010 for other provisions.

Landscaping: Projects subject to use permit shall submit a landscape site plan at the time of application. A minimum of 5% of the building site shall be landscaped in the MFR-L designation.

NOTES

1. Provided that the unit is fewer than 10 years old and meets the criteria set forth in Section 04.280. When there are two mobile homes on the same parcel, they must 1) comply with the Accessory Dwelling Unit requirements (see Ch. 16), or 2) comply with State standards for a mobile-home park and obtain a use permit from the County (see Ch. 17, Mobile Homes and RV Parks).
2. Accessory buildings and uses customarily incidental to any of the permitted uses are permitted only when located on the same lot and constructed simultaneously with or after the main building.
3. Densities stated are based upon availability of both community water and sewer.
4. Uses may have been omitted from the list of those specified, hence the Commission may find other uses to be similar and not more obnoxious or detrimental to the public health, safety and welfare. See explanation of interpreting "similar uses" (Ch. 04, Uses not listed as permitted).
5. Lots requiring individual septic systems are subject to minimum dimensions as determined by the Lahontan Regional Water Quality Control Board.
6. Transitional and Supportive Housing projects are permitted in the same manner as other residential housing.

SEE ALSO

Land Development Regulations –

- | | |
|--------|---------------------------------|
| Ch. 03 | Uses Permitted |
| Ch. 04 | Development Standards – General |
| Ch. 06 | Development Standards – Parking |
| Ch. 07 | Development Standards – Signs |
- Table 04.010 Building Heights

Proposed General Plan Amendment 19-01B Short-Term Rentals

DEVELOPMENT STANDARDS

CHAPTER 25 – SHORT-TERM RENTALS

Sections:

- 25.010 Intent.**
25.015 General Requirements and Applicability.
25.018 Exemptions
25.020 Establishment of Type I Short-term Rental: Owner-Occupied Short-Term Rentals.
25.030 Establishment of Type II Short-term Rental: Not Owner-Occupied.
25.035 Establishment of Type III Short-term Rental: Not Owner-Occupied Short-Term Rentals. in June Lake only.
25.040 Notice requirements.
25.050 Uses permitted.
25.060 Uses permitted subject to director review
25.070 Uses permitted subject to use permit
25.080 Additional requirements

25.010 Intent.

In recognition of the demand by visitors for diverse lodging options, this chapter is intended to establish a process to permit short-term rentals for single-family units that do not exhibit reasonable opposition by neighbors who may be directly affected, and when consistent with applicable Area Plan policies.

25.015 General Requirements and Applicability.

- A. This eChapter applies to short-term rentals in any single-family unit with a land use designation(s) of SFR, ER, RR, MFR-L or RMH in all communities except June Lake. In June Lake, this chapter applies only to SFR designations; short-term rentals in other residential land use designations in June Lake are not permitted.
- B. The sShort-term rentals covered by this Chapter are is subject to a Use Permit (see Chapter 32) and a Short-Term Rental (STR) Activity Permit under Mono County Code Chapter 5.65 unless otherwise exempted.
- C. The Unless explicitly stated otherwise in this Chapter, short-term rentals covered by this Chapter shall operate in compliance with must be consistent with this Chapter, Chapter 5.60 of the Mono County Code, -and all applicable Area Plan policies,¹ and must exhibit no reasonable opposition from neighbors within 500 feet of the subject parcel.
- D. Pursuant to Chapter 5.60 of the Mono County Code and the required Short-Term Rental Activity Permit, theshort term -rentals covered by this Chapter shall be specific to the owner and not run with the land, and shall terminate upon a change of ownership.

¹ See Antelope Valley, Mono Basin, June Lake, Crowley Lake/Long Valley, Wheeler Crest, Paradise, and Tri-Valley (Benton, Hammil Valley and Chalfant Valley) Area Plan policies. This list is current as of Jan. 2019.

25.018 Exemptions

- A. Based on the discussion by the Regional Planning Advisory Committee and consistent with Area Plan policies, short term rentals in Antelope Valley (north of Mountain Gate to the County line) are exempt from Chapter 25 requirements, including a use permit and an Activity Permit (under MCC 5.65). Business license and Transient Occupancy tax certificate requirements continue to shall apply.
- B. Short-term rentals approved under previous regulations are considered existing non-conforming uses subject to the provisions of Chapter 34 and are therefore exempt from this Chapter. The regulations under which the use was approved continue to apply. These approvals include, but may not be limited to, the following parcels:
- i. APNs under Transient Rental Overlay Districts (TRODs): 016-094-012, 016-094-011, 016-094-010, 016-098-016 (GPA 13-001), 019-140-011, 016-098-011, 016-096-005 (GPA 13-002); 015-140-035, 015-140-034, 015-140-033, 015-140-032 (GPA 13-004); 016-102-052 (GPA 14-001); 015-010-080, 015-300-006 (GPA 14-002).
 - ii. APNs under Use Permits: 060-120-005 (UP 17-004), 008-132-027 & 008-132-017 (UP 17-005), 060-210-062 (UP 17-011), 060-180-018 (UP 17-012), 060-240-010 (UP 17-013).

25.020 Establishment of Type I Owner-Occupied Short-Term Rental: Owner Occupied
~~Type I Owner-occupied short-term rentals require the owner to live on site, or the unit must be associated with an owner-occupied principal residence on the same parcel or on a physically contiguous adjacent parcel. This rental includes an entire dwelling unit or, if only part of the unit, includes at a minimum, a sleeping room (with shared full bathroom). To rent a detached and separate unit, the property owner must occupy the other unit. Rental is limited to a single party of individuals, and the owner is required to be present during the rental. The short term rental use may be permitted for any single family unit having land use designation(s) of SFR, ER, RR, MFR-L or RMH subject to a Use Permit (see Chapter 32) and a Short Term Rental (STR) Activity Permit under Mono County Code Chapter 5.65, if consistent with applicable Area Plan policies. The STR Activity Permit for this rental (MCC 5.65) shall be specific to the owner and not run with the land and shall terminate upon a change of ownership. The short term rental must be consistent with this chapter and applicable Area Plan policies and must exhibit no reasonable opposition from neighbors within 500 ft. of the subject parcel.~~

25.030 Establishment of Type II Short-Term Rental: Not Owner Occupied

~~Type II short term rentals include rental of an entire dwelling unit that is not concurrently occupied by the owner or on the same parcel as a principal residence concurrently occupied by the owner. The short term rental use may be established on any parcel (or group of parcels) with a single family unit, meeting the requirements of 25.060, and having land use designation(s) of SFR, ER, RR, MFR-L or RMH. The short term rental must be consistent with applicable Area Plan policies, must exhibit no reasonable opposition from neighbors within 500 ft. of the subject parcel, and must have adequate year round access.~~

~~In addition to the requirements of this chapter, initiation and application for a Type II short term rental shall be processed in the same manner as any land use re designation (see Ch. 48, Amendments I. General Plan Map/Land Use Designation Amendments). The land use designation followed by the letters STR (e.g., SFR-STR) would indicate a Type II short term rental is permitted.~~

25.0305 Establishment of Type III Not Owner-Occupied Short-Term Rental: Not Owner-Occupied in June Lake Only

Type III short term rentals apply only in June Lake. Type III Not owner-occupied short-term rentals include rental of an entire dwelling unit or any part thereof that is not concurrently occupied by the owner or on the same parcel or on a physically contiguous parcel as a principal residence concurrently occupied by the owner. The short term rental use may be permitted for any single family unit having a land use designation(s) of SFR subject to a Use Permit (see Chapter 32) and a Short Term Rental (STR) Activity Permit under Mono County Code Chapter 5.65. The STR Activity Permit (MCC 5.65) for this rental shall be specific to the owner and not run with the land and shall terminate upon a change of ownership. The short term rental must be consistent with this chapter and applicable Area Plan policies, must exhibit no reasonable opposition from neighbors within 500 ft. of the subject parcel, and must have adequate year round access unless restricted as a seasonal rental.

25.040 Notice requirements.

- A. Notice of a short-term rental application shall be given to owners of surrounding properties and published in a newspaper of general circulation 30 days in advance of a public hearing.
- B. "Surrounding property," for the purposes of this planning permit, shall be defined as those properties that fall within a 500-foot radius measured from the nearest limits of the project parcel that is the subject of the land use application. If a contiguous parcel (or parcels) is under the same ownership as the project parcel, the 500-foot radius shall be measured from the limits of all contiguous parcels under the same ownership. If a property is located more than 500 feet from the boundary of the parcel but may be directly affected by any land use application on the subject parcel, then that property owner may also be noticed at the discretion of the Community Development Department. Further, any property owners or residents, regardless of their location or proximity to the parcel subject to a land use application, may receive notice if they submit their request in writing to the Planning Division more than 10 days in advance of the hearing. Such notice shall be given at least 120 days in advance of the hearing by mail, electronic mail, or other noticing means pursuant to the California Government Code, to all persons whose names and addresses appear on the latest adopted tax roll of the County or have made a written request for notice under this section.

25.050 Uses permitted.

The following uses shall be permitted with a short-term rental approval, plus such other uses as the Commission finds to be similar and not more obnoxious or detrimental to the public safety, health and welfare:

- A. All uses permitted in the underlying land use designation.
- B. Where the principal use of the subject parcel(s) is single-family residential, the residence or any accessory dwelling unit on the parcel(s) may be rented on a short-term basis subject to the requirements of 25.070.

25.060 Uses permitted subject to director review.

All uses permitted subject to director review in the underlying land use designation with which the short-term rental is combined shall be permitted, subject to director review approval.

25.070 Uses permitted subject to use permit.

All uses permitted subject to use permit in the underlying land use designation with which the short-term rental is combined shall be permitted, subject to use permit approval.

25.080 Additional requirements.

Any person or entity that leases, rents, or otherwise makes available for compensation, a single-family residence approved pursuant to this chapter, for a period of fewer than thirty (30) days, must first obtain a Short-Term Rental Activity Permit pursuant to Mono County Code Chapter 5.65 and comply with all applicable requirements of that permit prior to operating.

Parcels located within conditional development zones (avalanche) shall not be allowed to offer or operate short-term rentals during the avalanche season, November 1 through April 15.

Any form of advertising or listing for rent for an unpermitted short-term rental unit is in violation of this chapter.

.....

GPA 19-01: Proposed Area Plan Policy Edits

Antelope Valley Area Plan Policies

No changes adopted.

Policy 4.D.2. Provide for short term rentals in residential designations.

Definition: See Chapter 2 – Definitions, 02.1035 Short Term Rental.

Policy Assumption: The Antelope Valley has less market pressure for short term rental units and does not face a workforce housing shortage like some parts of the County, and therefore the economic benefits of short term rentals should be supported.

A. Short term rentals are exempt from Chapter 25 requirements (e.g., use permit and Mono County Code Chapter 5.65 Activity Permit), but are subject to business license and transient occupancy tax certificate requirements.

A.B. County health and safety ordinances apply.

Mono Basin Area Plan Policies:

Objective 10.B.

Manage buildout of the Mono City subdivision to retain its rural character.

Policy 10.B.1. Limit the buildable area of Mono City to the existing subdivision footprint.

Action 10.B.1.a. Coordinate with the BLM to ensure the next update of the Bishop Resource Management Plan reflects the agreement to remove APN 019-110-010 from the BLM disposal list.

Policy 10.B.2. Prohibit all types of short-term rentals that may be permitted under Chapter 25 in Mono City.

Crowley Lake Area Plan Policies

Objective 23.B.

Maintain, protect and enhance the quality and livability of community areas.

Policy 23.B.1. Preserve and enhance existing single-family residential uses.

Action 23.B.1.a. Future residential development in community areas shall have a minimum lot size of 15,000 sq. ft. except for areas adjacent to existing development with lot sizes of 7,500-10,000 square feet, where the minimum lot size may be 10,000 square feet if individual septic disposal systems are not required.

Action 23.B.1.b. Provide adequate private open space in all residential areas and developments.

Action 23.B.1.c. Require higher-density residential development to be compatible with the surrounding area and to provide sufficient open space.

Action 23.B.1.d. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in the Long Valley Planning Area.

Wheeler Crest Planning Area

Policy 24.A.3. Retain the rural residential character of the entire study area.

Action 24.A.3.a. Permit only single-family residential and related accessory structures. Bed-and-breakfast establishments shall also be permitted on parcels of 100 acres or greater, if designed to be compatible with existing residential uses, and if the undeveloped portion of the parcel remains as open space or agricultural use in perpetuity.

Action 24.A.3.b. General commercial uses are not desired within the residential area, and shall be prohibited. Bed-and-breakfast establishments shall be exempt from this provision, as detailed in Action 3.1.

Action 24.A.3.c. Permit small-scale agricultural uses (including the keeping of animals for personal use) within the mandate of the County requirements for the ER designation, or more-restrictive CC&Rs, as applicable.

Action 24.A.3.d. Avoid community strife by respecting current, more-restrictive CC&Rs, as well as County land use designations.

Action 24.A.3.e. Consider amending the Land Development Regulations or this Plan in order to further restrict the intensity of animal use in residential areas.

Action 24.A.3.f. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in the Wheeler Crest Planning Area.

Paradise Planning Area Policies

Objective 25.B.

Retain a quiet, peaceful and tranquil residential atmosphere within the community.

Policy 25.B.1. Abate noise issues consistent with the Noise Element and County Code.

Policy 25.B.2. Prevent incompatible and/or conflicting uses within the community from non-residential uses.

Policy 25.B.3. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in the Paradise Planning Area.

Tri-Valley Planning Area Policies

Objective 26.A.

Integrate compatible residential development into the existing community character in Benton.

Policy 26.A.1. Allow for the continuation of growth in Benton in a manner that promotes and protects its rural and agricultural character.

Action 26.A.1.a. Gross densities for residential development in Benton shall not exceed two dwelling units per acre. For parcels 40 acres or greater, clustering shall be encouraged.

Action 26.A.1.b. Encourage agricultural landowners to utilize the property-tax incentives for agricultural land provided for in the county Williamson Act program.

Action 26.A.1.c. Require new development to provide adequate buffering of incompatible uses (e.g., landscaping, physical barriers, large setbacks) to protect agricultural areas from residential and other incompatible land uses.

Action 26.A.1.d. Subdivisions of more than four parcels shall include paved streets.

Action 26.A.1.e. All tract maps shall include an in-depth hydrological study including flow tests and pressure/drawdown tests to ensure that there is an adequate water supply and that there will be no impact on neighboring wells.

Action 26.A.1.f. Discourage installation of streetlights unless necessary for safety reasons. Encourage shielded light sources whenever possible.

Action 26.A.1.g. Permit agricultural uses, including the keeping of animals, in all land use designations.

Action 26.A.1.h. Encourage access and equestrian trails through developments to public lands.

Action 26.A.1.i. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in Benton.

Objective 26.B.

Preserve the agricultural character of the Hammil Valley.

Policy 26.B.1. Protect agricultural uses from the encroachment of incompatible land uses.

Action 26.B.1.a. Limit residential development in Hammil Valley in order to minimize agricultural-residential conflicts.

Action 26.B.1.b. Prohibit scattered residential development in Hammil Valley that would increase agricultural-residential conflicts.

Action 26.B.1.c. Encourage agricultural landowners to utilize the property-tax incentives for agricultural land provided for in the county Williamson Act program.

Action 26.B.1.d. All tract maps shall include an in-depth hydrological study including flow tests and pressure/drawdown tests to ensure that there is an adequate water supply and that there will be no impact on neighboring wells.

Action 16.B.1.e. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in Hammil Valley.

Objective 26.C.

Integrate additional compatible development into the existing community of Chalfant.

Policy 26.C.1. Allow for the continuation of growth in Chalfant in a manner that promotes and protects its rural and agricultural character.

Action 26.C.1.a. Gross densities for residential development in Chalfant shall not exceed one dwelling unit per acre. For parcels 10 acres or greater, clustering shall be encouraged.

Action 26.C.1.b. Small parcels (fewer than 10 acres) designated for agricultural uses contiguous to residential areas, not used primarily for agricultural purposes, may be considered for redesignation to a residential land use.

Action 26.C.1.c. Roads within subdivisions of more than four parcels shall at a minimum have a hard surface such as decomposed granite (DG).

Action 26.C.1.d. Discourage the installation of streetlights unless necessary for safety reasons. Encourage shielded light sources whenever possible.

Action 26.C.1.e. Permit small-scale agricultural uses, including the keeping of animals for personal use, in all land use designations, within the mandate of the County requirements for the Estate Residential (ER) designation.

Action 26.C.1.f. Prohibit Not Owner-Occupied short-term rentals (see Chapter 25) in Chalfant Valley.

GPA 19-01: Proposed Land Use Designation Modifications

1. **Estate Residential (ER), Rural Mobile Home (RMH), Rural Residential (RR)**

USES PERMITTED SUBJECT TO USE PERMIT (Use Permit Processing, Ch. 32)

- Short-term rentals (fewer than 30 consecutive days) in compliance with Chapter 25 of the Land Development Regulations (set forth in Section VI of this Land Use Element) and with a valid Short-Term Rental Activity Permit and in compliance with all operational requirements of Chapter 5.65 of the Mono County Code and any applicable area plan policies (e.g., see June Lake Area Plan, see Objective 13.M.).

2. Multi-Family Residential – Low (MFR-L)

USES PERMITTED SUBJECT TO USE PERMIT (Use Permit Processing, Ch. 32)

- Short-term rentals (fewer than 30 consecutive days) in compliance with Chapter 25 of the Land Development Regulations (set forth in Section VI of this Land Use Element) and with a valid Short-Term Rental Activity Permit and in compliance with all operational requirements of Chapter 5.65 of the Mono County Code and any applicable area plan policies except in the June Lake Planning Area where short-term rentals are only permittable in SFR. (e.g., see June Lake Area Plan, see Objective 13.M.).

3. No change is proposed for the Single Family Residential designation.



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

TIME REQUIRED

SUBJECT Notice of Availability for the Final
Mammoth Base Land Exchange
Environmental Impact Statement and
Final Record of Decision

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

A letter from the Inyo National Forest advising that the Mammoth Base Land Exchange Record of Decision was executed on January 31, 2019, and that the Environmental Impact Statement and Record of Decision are available.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Letter](#)

History

Time

2/14/2019 5:24 PM

Who

County Administrative Office

Approval

Yes

2/13/2019 10:27 AM

County Counsel

Yes

2/14/2019 12:07 PM

Finance

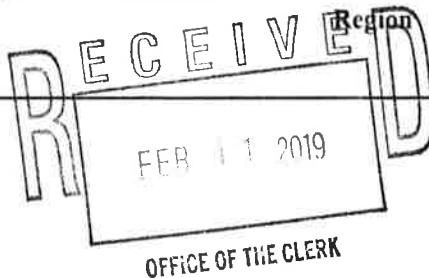
Yes



United States
Department of
Agriculture

Forest
Service

Pacific
Southwest
Region



Inyo National Forest
351 Pacu Lane, Suite 200
Bishop, CA 93514
(760) 873-2400 Voice
(760) 873-2538 Text (TDD)

File Code: 2720/1950

Date: February 4, 2019

Subject: Notice of Availability for the Final Mammoth Base Land Exchange Environmental Impact Statement and Final Record of Decision

Dear Forest Stakeholder:

The Mammoth Base Land Exchange Record of Decision was executed on January 31, 2019. The three Responsible officials each signed the Record of Decision; Tamera Randall-Parker, Inyo National Forest, Supervisor, Jason Kuiken, Stanislaus National Forest Supervisor and Barbara Drake, Plumas National Forest Acting Supervisor. Under the selected alternative, the United States will convey approximately 35.7 acres of National Forest System lands within the boundaries of the Inyo National Forest, and currently managed as part of a Ski Area Term Special Use Permit, to Mammoth Main Lodge Redevelopment, LLC. In exchange, Mammoth Main Lodge Redevelopment, LLC will convey to the United States approximately 1,297.5 acres of privately owned lands ("inholdings") located within the boundaries of the Inyo, Plumas and Stanislaus National Forests and one small parcel (approximately 1.4 acres) in Inyo County, California that is outside the boundaries of the Inyo National Forest. Mammoth Main Lodge Redevelopment, LLC will also pay a cash equalization payment to the United States for the difference in land values.

The Environmental Impact Statement and Record of Decision are available at <https://www.fs.usda.gov/project/?project=30428>. To obtain a copy of the EIS please contact Janelle Walker, Mountain Resort Specialist, Inyo National Forest, PO Box 148, Mammoth Lakes, CA 93546, (760)-920-0002 or by email to: Janelle.walker@usda.gov.

In accordance with 36 CFR 218.12(a), the Reviewing Officer has responded in writing to all objections prior to the signature of this decision notice. The Forest Service clarified language in the FEIS regarding the agreement between Mammoth Mountain Chalet Association and Mammoth Mountain Ski Area for access and provision of utilities post-exchange, resulting in the parties withdrawing their objections.

Implementation of the decision is expected by summer 2019. Please contact Janelle Walker, Mountain Resort Specialist, Inyo National Forest, PO Box 148, Mammoth Lakes, CA 93546, (760)-920-0002 or by email to: Janelle.walker@usda.gov if you have questions about the decision or its implementation. I appreciate your participation in the planning process for this project, and look forward to working with you on future planning efforts.

Sincerely,

TAMERA RANDALL-PARKER
Forest Supervisor
Inyo National Forest





OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Community Development

TIME REQUIRED	20 minutes (5 minute presentation, 15 minute discussion)	PERSONS APPEARING BEFORE THE BOARD	Wendy Sugimura
SUBJECT	Appointment of Planning Commissioners		

AGENDA DESCRIPTION:

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

Appoint two Planning Commissioners to new four-year terms expiring March 1, 2023.

RECOMMENDED ACTION:

1. Reappoint Chris Lizza, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Corless; and 2. Appoint Patricia Robertson, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Halferty. 3. Direct staff to prepare a Resolution of Appreciation for outgoing commissioner Mary Pipersky.

FISCAL IMPACT:

No impact beyond budgeted expenses.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 760-924-1814 / wsugimura@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Staff Report](#)

History

Time

2/14/2019 9:24 AM

Who

County Administrative Office

Approval

Yes

2/13/2019 2:32 PM

County Counsel

Yes

2/14/2019 11:44 AM

Finance

Yes

Mono County Community Development Department

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
www.monocounty.ca.gov

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

February 19, 2019

To: Honorable Mono County Board of Supervisors
From: Wendy Sugimura, Director, for Supervisors Corless and Halferty
RE: Planning Commission Appointments

RECOMMENDATION:

1. Reappoint Chris Lizza, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Corless; and
2. Appoint Patricia Robertson, with term expiring March 1, 2023, to the Mono County Planning Commission as recommended by Supervisor Halferty.
3. Direct staff to prepare a Resolution of Appreciation for outgoing commissioner Mary Pipersky.

FISCAL IMPACT:

No impact beyond budgeted expenses.

BACKGROUND:

The Mono County Planning Commission consists of five commissioners appointed by the Board of Supervisors, with each Supervisor entitled to nominate one commissioner. The term of each commissioner expires March 1st following the date of the nominating supervisor's term expiration. The Planning Commission currently has two seats with terms expiring March 1, 2019. The next regularly scheduled Planning Commission meeting at which the new commissioners would be seated is March 21, 2019.

The Planning Commission is charged with 1) acting as an advisory board to the Board of Supervisors on all planning and development issues, such as General Plan and code amendments, and 2) assuring the General Plan is implemented by reviewing and approving development applications on a case-by-case basis, such as approval of use permits, variances, parcel and tract maps, specific plans, etc., and compliance with the California Environmental Quality Act (CEQA).

On January 8, 2019, the Board discussed eligibility criteria for potential commissioners. The question of whether candidates should be residents of the unincorporated county was raised, and no specific direction was given other than to acknowledge the importance of a candidate's professional qualifications.

Commissioner Chris Lizza was initially appointed by former Supervisor Byng Hunt in 2011 and was reappointed by Supervisor Corless in 2015. Supervisor Corless is again nominating him for reappointment to a new four-year term. Mr. Lizza is a resident of Lee Vining, serves on the Mono Basin Regional Planning Advisory Committee, and has been a previous chair of the RPAC and Planning Commission.

Supervisor Halferty is nominating Patricia Robertson for a new four-year term, which was previously filled by Mary Pipersky, and provided the following information:

Patricia Robertson brings to the Mono County Planning Commission a breadth of relevant education and professional attributes. She received her Bachelor of Arts in Social Theory and Political Economy from the University of Massachusetts, Amherst. Patricia then went on to receive her masters in Community and Regional Planning from the University of New Mexico,

Albuquerque. Currently, she is serving as the Executive Director of Mammoth Lakes Housing (MLH) and worked in the Town of Mammoth Lakes Planning and Economic Development Department prior to joining MLH.

Patricia is an active community member volunteering on the Mono County First Five Commission and Mammoth Lakes Women's Club. With her Planning education and abundant knowledge in affordable housing, Patricia brings key complimentary insight and professionalism to the Mono County Planning Commission.

The attached Mono County Code chapter provides further explanation of Planning Commission purpose, composition and duties. Each Board member recommending a planning commission appointment was consulted individually and independently by staff, in compliance with public meeting laws.

Please contact Wendy Sugimura at 760.924.1807 or wsugimura@mono.ca.gov with any questions.

ATTACHMENT:

Mono County Code Chapter 2.36 Excerpt

Mono County Code Excerpt

Chapter 2.36 - PLANNING COMMISSION

2.36.010 - Creation of planning commission.

The Mono County planning commission is created to advise the board of supervisors and planning department and otherwise take such actions as are authorized or required by law. (Ord. 96-01 § 1 (part), 1996.)

2.36.020 - Membership—Terms—Vacancies.

A. The planning commission consists of five members appointed by the board of supervisors, who shall be eligible voters of Mono County. Each supervisor shall be entitled to nominate one commission member.

B. The term of each member appointed after the effective date of this section shall expire on March 1st following the date of the expiration of the term of the nominating supervisor.

C. Vacancies shall be filled by appointment for the unexpired portion of the term.

D. Members of the planning commission may be removed by a majority of the board of supervisors for the following reasons:

1. Failing to meet the following attendance requirements: a commissioner shall not have three consecutive unexcused absences for regular meetings, nor may a commissioner miss five or more regular meetings in any twelve-month period;
2. Acting inappropriately, in the board's opinion, in matters regarding conflict of interest;
3. Failing to carry out commissioner duties over a period of time due to a frequent inability to vote, caused by repeated conflict of interest issues;
4. Failing to carry out the duties of commissioner by abstaining on issues when there are no apparent conflict of interest issues;

5. Other enumerated causes which, in the opinion of a majority of the board, are reflected in the commissioner's failure to carry out the duties of the commission, or bringing discredit to the county of Mono. (Ord. 07-01 § 1, 2007; Ord. 96-01 § 1 (part), 1996.)

2.36.060 - Duties.

A. The planning commission shall have such duties and take such actions as are required by this code, assigned by the board of supervisors or otherwise required by law.

B. The planning commission shall act as the principal advisory body to the board of supervisors on planning matters. (Ord. 96-01 § 1 (part), 1996.)



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Public Health

TIME REQUIRED 15 minutes

SUBJECT County Medical Services Program
(CMSP) Health Systems
Development Grant

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

County Medical Services Program (CMSP) Health Systems Development Grant.

RECOMMENDED ACTION:

Approve Mono County Health Department's application for the County Medical Services Program (CMSP) Health Systems Development Grant and authorize the Public Health Director to be the signing authority for the grant application and grant contract, if awarded.

FISCAL IMPACT:

There is no fiscal impact to the County General Fund. If the County Medical Services Program (CMSP) Health Systems Development Grant is awarded to Mono County, the Health Department will receive \$300,000 over a 3-year period to complete the work plan and deliverables.

CONTACT NAME: Sandra Pearce

PHONE/EMAIL: 760.924.1818 / spearce@mono.ca.gov

SEND COPIES TO:

Sandra Pearce

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Grant Cover Sheet
<input type="checkbox"/> Grant Budget
<input type="checkbox"/> Grant Narrative

History

Time	Who	Approval
2/14/2019 5:23 PM	County Administrative Office	Yes
2/14/2019 9:36 AM	County Counsel	Yes
2/14/2019 11:54 AM	Finance	Yes



MONO COUNTY HEALTH DEPARTMENT

Public Health

P.O. BOX 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 924-1831
P.O. BOX 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

DATE: February 19, 2019

TO: Honorable Board of Supervisors

FROM: Sandra Pearce, Public Health Director

SUBJECT: County Medical Services Program (CMSP) Health Systems Development Grant

Recommendation:

Approve Mono County Health Department's application for the County Medical Services Program (CMSP) Health Systems Development Grant and authorize the Public Health Director to be the signing authority for the grant application and grant contract, if awarded.

Discussion:

The CMSP Governing Board has released its Request for Proposals for the CMSP Health Systems Development Grant Program and applications are due on Friday, March 1, 2019. Mono County Health Department would like the Board of Supervisors' approval to apply for one-time funding of \$300,000 over a 3-year period to:

- Establish and maintain an Addiction Task Force.
- Organize and promote ongoing training/education for staff and partnering agencies on a range of substance use related topics/issues.
- Provide community education and outreach on substance use related issues, such as harm reduction, resources, and linkage to care.
- Establish and maintain policies and procedures for coordinating services, improving linkages to care and creating a cohesive system.

These objectives align with grant goals to strengthen the overall healthcare delivery system, expand access to healthcare, and coordinate care provision for Mono County residents who are eligible or potentially eligible for CMSP or receiving publicly funded health coverage. Additionally, these objectives align with Mono County's 2018-2019 Strategic Priorities and Mono County Health Department's 2018-2023 Strategic Plan by improving public health and safety through addressing the opioid crisis and substance abuse (1C), enhancing quality of life for county residents through improving public health, behavioral health, and social services programs (2B), and supporting the county

workforce by investing resources and training to enhance staff performance and professional development (5C).

The Health Department sees the Public Health Officer as a key figure to coordinate the Addictions Task Force however success is dependent on the collaboration of Health Department staff and key community stakeholders. Partnering agencies and health care organizations critical to the success of this project include, but are not limited to Mammoth Hospital, Toiyabe Indian Health Clinic, Mono County Behavioral Health, Mono County Emergency Medical Services, Mono County Fire Departments, Mono County Social Services, Mono County Sheriff's Department, Mono County Probation, and Mammoth Lakes Police Department. Letters of support for the grant have been requested from these partnering agencies and will be included as part of the final application packet. To see the RFP and all associated documents please visit the CMSP Governing Board's website at

http://www.cmspcounties.org/about/grant_projects.html.

Fiscal Impact:

There is no fiscal impact to the County General Fund.

If the County Medical Services Program (CMSP) Health Systems Development Grant is awarded to Mono County, the Health Department will receive \$300,000 over a 3-year period to complete the work plan and deliverables.

For questions about this item, please call Dr. Tom Boo at (760) 924-1828 or Sandra Pearce at (760) 924-1818.

Submitted by:

A handwritten signature in black ink that reads "Sandra Pearce". The signature is fluid and cursive, with "Sandra" on top and "Pearce" below it.

Sandra Pearce, Public Health Director

**APPLICATION COVER SHEET
CMSP Health Systems Development Grant Program**

1. CMSP County, Counties, or Not-For-Profit Organization Included in the Project:

Mono County

2. Funding:

Requested Grant Amount (3-year total): \$300,000

In-Kind and/or Other Matching Funds Provided by Applicant: \$149,096

3. Lead Applicant:

Organization: Mono County Health Department Tax ID Number: 95-6005661
Applicant's Director or Chief Executive: Sandra Pearce
Title: Public Health Director
Applicant's Type of Entity (*Specify county department or non-profit*): Public Health
Address: 437 Old Mammoth Rd, Suite Q, P.O. Box 3329
City: Mammoth Lakes State: CA Zip Code: 93546 County: Mono
Telephone: 760-924-1818 Fax: 760-924-1831
Email address: spearce@mono.ca.gov

4. Primary Contact Person (Serves as lead contact person during the application process):

Name: Sandra Pearce
Title: Public Health Director
Organization: Mono County Health Department
Address: 437 Old Mammoth Rd, Suite Q, P.O. Box 3329
City: Mammoth Lakes State: CA Zip Code: 93546 County: Mono
Telephone: 760-924-1818 Fax: 760-924-1831
Email address: spearce@mono.ca.gov

5. Secondary Contact Person (Serves as alternate contact during the application process):

Name: Dr. Thomas Boo
Title: Public Health Officer
Organization: Mono County Health Department
Address: 437 Old Mammoth Rd, Suite Q, P.O. Box 3329
City: Mammoth Lakes State: CA Zip Code: 93546 County: Mono
Telephone: 760-924-1828 Fax: 760-924-1831
Email address: tboo@mono.ca.gov

6. Financial Officer (Serves as Fiscal representative for the project):

Name: Kimberly Bunn
Title: Administrative & Fiscal Officer
Organization: Mono County Health Department
Address: 37 Emigrant Street, PO Box 476
City: Bridgeport State: CA Zip Code: 93517 County: Mono
Telephone: 760-932-5587 Fax: 760-924-1831
Email address: kbunn@mono.ca.gov

7. Focus Area(s) (Check all that apply):

- Expand access to care for primary care, specialty care and/or behavioral health services
- Coordinate and/or integrate health and behavioral healthcare service systems
- Strengthen the overall health care delivery system in the county across a range of health and behavioral health providers

Agreement:

By submitting this application for CMSP Health Systems Development Grant Program, the applicant signifies acceptance of the applicant's responsibility to comply with all requirements stated in the Request for Proposals (RFP) authorized by the County Medical Services Program Governing Board (Governing Board). Further, the applicant understands that should the Governing Board award grant funding to the applicant, the Governing Board is not obligated to fund the grant until the applicant submits the correct and complete documents as required for the grant agreement; the Governing Board is otherwise satisfied that the applicant has fully met all Governing Board requirements for receipt of grant funding; and the grant agreement between the Governing Board and the applicant has been fully executed. The Governing Board shall have sole discretion on whether or not to award grant funding of any amount of the applicant.

I declare that I am the authorized representative of the applicant described herein. I further declare under penalty of perjury under the laws of the State of California that the information set forth in this Cover Sheet and the attached response to the CMSP Health Systems Development Grant Program is true and correct.

Signature: _____

Date: _____

Name: Sandra Pearce

Title: Public Health Director

Organization: Mono County Health Department

Address: 437 Old Mammoth Rd, Suite Q, P.O. Box 3329

City: Mammoth Lakes State: CA Zip Code: 93546 County: Mono

Telephone: 760-924-1830 Fax: 760-924-1831

Email address: spearce@mono.ca.gov

Budget Template - Summary Budget
CMSP Health Systems Development Grant Program

Applicant:	Mono County Public Health
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3 Year Summary Budget Includes a summary of CMSP Funds, In-Kind Funds and Total Funds.

Category	CMSP Funding (Year 1)	In-Kind Funding (Year 1)	Total Funds (Year 1)
Personnel	43819	44030	87849
Contractual Services	29000	0	29000
Office Expenses	4520	0	4520
Travel	3660	0	3660
Equipment	0	0	0
Other	19001	4568	23569
TOTAL YEAR 1	100000	48598	148598

Category	CMSP Funding (Year 2)	In-Kind Funding (Year 2)	Total Funds (Year 2)
Personnel	43819	45131	88950
Contractual Services	29000	0	29000
Office Expenses	4520	0	4520
Travel	3660	0	3660
Equipment	0	0	0
Other	19001	4568	23569
TOTAL YEAR 2	100000	49699	149699

Category	CMSP Funding (Year 3)	In-Kind Funding (Year 3)	Total Funds (Year 3)
Personnel	43819	46232	90051
Contractual Services	29000	0	29000
Office Expenses	4520	0	4520
Travel	3660	0	3660
Equipment	0	0	0
Other	19001	4568	23569
TOTAL YEAR 3	100000	50800	150800
TOTAL PROJECT COST	300000	149096	449096

Budget Template - Detail Budget
CMSP Health Systems Development Grant Program

Applicant:	Mono County Public Health Department						
3 Year Detail Budget	Breaks down planned CMSP fund expenditures in detail.						
Category Item/Service	Qnty (Year 1)	Cost (Year 1)	Qnty (Year 2)	Cost (Year 2)	Qnty (Year 3)	Cost (Year 3)	Total Cost
Personnel							
Health Officer	0.35 FTE	43819	0.35 FTE	43819	0.35 FTE	43819	131457
Contractual Services							
Activity 3.2 & 3.3 - Social Media Plan Design/Maint.	1 yr.	20000	1 yr.	20000	1 yr.	20000	60000
Activity 2.1 & 3.1 In House Training	1/yr.	6000	1/yr.	6000	1/yr.	6000	18000
Activity 2.1 & 3.1 - Video Production	1/yr.	3000	1/yr.	3000	1/yr.	3000	9000
Office Expenses							
Activity 3.1 & 3.2 - Duplication Expenses	4000 pages	480	4000 pages	480	4000 pages	480	1440
Activity 3.2 - Printing Expenses	2000 pages	3740	2000 pages	3740	2000 pages	3740	11220
Consumable office supplies	1 yr.	300	1 yr.	300	1 yr.	300	900
Travel							
Activity 2.2 - Two trainings per year, 2-3 travelers per training	1/yr.	2500	1/yr.	2500	1/yr.	2500	7500
In County project related travel	2000 miles/yr.	1160	2000 miles/yr.	1160	2000 miles/yr.	1160	3480
Equipment							
		0		0		0	0
Other							
Activity 1.3 to 1.6 - Quarterly meeting incentives	4 meetings	1000	4 meetings	1000	4 meetings	1000	3000
Activity 3.2 - Community Resource Kit	TBD	3001	TBD	3001	TBD	3001	9003
Administrative & Overhead Expenses	15%	15000	15%	15000	15%	15000	45000

Attachment B2

TOTAL CMSP Funding		100000		100000		100000	300000
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B. Grant Project Summary

Addiction is an important public health issue in the Eastern Sierra, and one that cuts across both physical and behavioral health systems, as well as the justice system and schools. Mono County and Town of Mammoth Lakes government agencies, along with Mammoth Hospital, Toiyabe Indian Health Project and other community partners, seek to more effectively address the harms of addiction to opioids and other harmful substances. The development and strengthening of harm reduction and addiction treatment services are shared goals, especially for Mono County residents who are eligible or potentially eligible for the County Medical Services Program (CMSP) or receiving publicly funded health coverage, as they experience greater challenges in accessing resources, treatment, and care. Progress is being made through informal collaborative efforts, but additional resources need to be invested in more formal collaboration, coordination, and policy development with multiple stakeholders through the creation of an Addiction Task Force. Mono County Health Department is requesting \$300,000 over a 3-year period to form the Mono County Addiction Task Force which will address substance abuse and reduce harm to residents, in addition to expanding professional training, public education, and policy development.

Opioid Use Disorder (OUD) is particularly lethal and Mono County organizations and agencies are working to ensure access to standard harm reduction services ranging from naloxone distribution, medication-assisted treatment (MAT), substance abuse counselling, new syringes and accessories for people who inject drugs, and linking services together. Nevertheless, the population prevalence of alcohol, marijuana, methamphetamine and tobacco use, and addiction, are all higher than OUD in Mono County and the burden of disease of each of these is substantial. Due to Mono County's remote and geographically large landscape, harsh weather, and rural population, it is difficult for community members to receive comprehensive services and treatment for substance use. Mono County envisions a multi-faceted approach that increases community and institutional awareness, knowledge of addiction as a disease, ways to reduce harm and available treatment options, strengthening and expanding treatment resources, improvement of referral, coordination and collaboration between stakeholders, and strengthening policy and the legal environment.

Mono County's vision aligns with the CMPS grant goals to strengthen the overall healthcare delivery system, expand access to healthcare, and coordinate care provision for Mono County residents who are eligible or potentially eligible for CMSP or publicly funded health coverage. Additionally, these goals align with Mono County's 2018-2019 Strategic Priorities and Mono County Health Department's 2018-2023 Strategic Plan by improving public health and safety through addressing the opioid crisis and substance abuse; enhancing quality of life for county residents through improving public health, behavioral health, and social services programs; and supporting the county workforce by investing resources and training to enhance staff performance and professional development. The CMSP grant will enable Mono County to make progress towards these strategic priorities through the following objectives: 1) Establish and maintain an Addiction Task Force; 2) Organize and promote ongoing training/education for staff and partnering agencies on a range of substance use related topics/issues; 3) Provide community education and outreach on substance use related issues, such as harm reduction, resources, and linkage to care; and 4) Establish and maintain policies and procedures for coordinating services, improving linkages to care and creating a cohesive system. Mono County Heath Department looks forward to the opportunity to provide workforce development activities, increase public awareness regarding addiction, and develop policies and procedures to coordinate services, reduce health care barriers and disparities, reduce duplication of work, and improve access and services to vulnerable populations struggling with substance use and addiction issues in the Eastern Sierra.

C. Project Narrative

1. Clear Statement of Problem or Need Within Community

Mono County is a remote, geographically large, mountainous, and sparsely populated frontier county. While these features are desirable for many community members, they also pose challenges for CMSP and Medi-Cal eligible populations and recipients. Mono County is located on the eastside of the Sierra Nevada mountain range and bordered by the state of Nevada to the north and east, and Inyo County to the south. It is 108 miles long and 38 miles wide, covering 3,044 square miles. With a population of approximately 14,168 residents, the County averages 4.6 people per square mile. Mono County is one of the highest counties in the United States, with many 13,000-14,000 foot high peaks in the Sierra and White Mountains. There are seven passes ranging in elevation from 7,000 to 9,945 feet that separate communities from each other as well as the rest of California. The elevations of the towns are all above 4,000 feet. Mammoth Lakes, the largest and highest town, is located at 7,880 feet. Winters last six to seven months and there is usually heavy snowfall between November and April. Highway 395 is the principal transportation artery, joining communities the length of the County. Route 6 connects eastern Mono County residents in the Tri-Valley area with Bishop in Inyo County and Tonopah in Nevada. Reno, Nevada can be reached in 1 ½ hour from northern Mono County, and 4 hours from southern Mono County. It is at least 3-5 hours by car to reach a moderately large city in California. Los Angeles is 4½ -6½ hour drive south, while Sacramento is a 3-5 hour drive northwest over the Sierra Nevada. For many county residents, the closest medical and behavioral health services are hours away.

Currently, there are no providers of MAT for OUD in Mono County, no syringe exchange programs, and naloxone distribution is in the beginning stages of implementation. The Mono County jail does not conduct effective screening for opioid use and does not offer MAT or naloxone at release, although there are preliminary plans to begin these services. We have substantial resource needs as we consider rolling out these services. The Mono County Health Department does not receive opioid or addiction funding to support this work, outside of tobacco-specific dollars. In addition to significant human resource costs related to the implementation and coordination of services related to addiction, there is an acute need for community education, staff training, and media outreach.

While overdose deaths have become the leading cause of accidental death in the United States, Mono County experienced one overdose death in 2018. In November 2018, the Mono County Public Health Officer issued a Health Order making opioid overdoses locally reportable, and so far in 2019, there has been one non-fatal opioid overdose. Currently, residents travel great distances north and south for buprenorphine treatment, although the exact numbers are unknown due to uncoordinated systems. Anecdotally, patients report to local clinicians that heroin use is on the rise and the Health Department has seen an increase in reports of injection drug use. Individuals in outlying communities have expressed fear to Behavioral Health staff about their own addiction and risk of overdose due to the rural location and lack of services.

The Family Health Outcomes Project (FHOP) has provided data for the local Maternal, Child, and Adolescent Health (MCAH) 2018-2020 Needs Assessment, showing increasing rates of emergency department visits for substance use and mental illness in Mono County.

- Emergency department visits with a substance use diagnosis per 100,000 population age 15 to 24 in a calendar year: 783.5 in 2005 to 1,137.0 in 2015.
- Female emergency department visits with a substance use diagnosis per 100,000 population age 15 to 44 in a calendar year: rate of 321.6 in 2006/2007 to 912.9 in 2014/15.

- Emergency department visits with a mental health diagnosis per 100,000 population age 15 to 24 in a calendar year: rate of 2,007.8 in 2005 to 4,927.0 in 2015.
- Emergency department visits with a mental health diagnosis per 100,000 female population age 15 to 44 in a calendar year: rate of 1822.8 in 2005 to 3,848.5 in 2015.

Additionally, substance use among Mono County youth is of concern. While this population is not eligible for CMSP, many are recipients of Medi-Cal insurance. In the 2017/18 California Health Kids Survey for the Eastern Sierra Unified School District, 63% of 12th grade students reported Alcohol and Drug use within their lifetime, 56% reported illicit alcohol and other drug use to get high (excluding prescription pills), 63% reported using alcohol or any drugs, 56% alcohol use, and 31% Marijuana use. Mammoth Unified School District 2017/18 data showed that for 11th grade student lifetime Alcohol and Drug use, 58% reported illicit alcohol and other drug use to get high (excluding prescription pills), 58% reported using alcohol or any drugs, 52% alcohol use, and 44% Marijuana use. A recent Tobacco Education Program survey of Mammoth Unified School District Students, grades 6th through 12th, addressed youth tobacco use and access. The survey revealed that approximately 45% of 11th and 12th graders have tried an e-cigarette and 20% reported regular e-cigarette use. Through the implementation of harm reduction services, the Mono County Addiction Task Force will be able to collect more data on the prevalence of substance use and addiction in Mono County, as well as address issues related to service gaps and access to care.

2. Local Health Care Delivery System Landscape

The town of Mammoth Lakes is the center for medical, behavioral, and public health services within Mono County. Mammoth Hospital, a public district hospital, is the main provider of medical care in the southern part of the county. Additionally, there is one independent, part-time solo practitioner physician in Mammoth Lakes. The only healthcare facility in northern Mono County is Toiyabe Indian Health Project's satellite clinic in Coleville/Walker. Both Mammoth Hospital and Toiyabe Indian Health Project are Medi-Cal and CMSP providers. Toiyabe has recently lost federal Health Resources and Services Administration (HRSA) funding support for this clinic but is hoping to continue providing clinical services.

About 58% of Mono County residents live in Mammoth Lakes, which has a high cost of living and is currently experiencing a housing crisis, making it difficult for low- and middle-income residents to reside where health care services are provided. For the 42% of residents who reside outside of Mammoth Lakes, distances, scarce or absent public transportation and severe winter weather often pose challenges in accessing behavioral and medical care. Mono County Behavioral Health and Public Health do engage in outreach to other parts of the County, providing limited services in smaller communities which are about 1-1.5 hours away. For some residents of this large, mountainous and sparsely populated county, Emergency Medical Services response time to a 911 call may be prolonged. In the context of the opioid epidemic, the importance of having naloxone in homes and social networks where people may be at risk is greater in rural areas such as in Mono County. To promote health equity, harm reduction and addiction service outreach efforts will be provided throughout the County.

Mono County Health Department, as the lead applicant, plays an active role in the County in identifying gaps in services and educational needs, and facilitating collaboration between partners. The Health Department has strong relationships with local stakeholders and currently leads the County's Nutrition & Physical Activity Task Force, Breastfeeding Task Force, Prevention Coalition, Local Oral Health Coalition, and Worksite Wellness Committee to address County needs. As such, it is appropriate for the Health Department to take the lead on the Addiction Task Force, with the Public Health Officer leading the coalition. Key partners include, but are not limited to Mammoth Hospital, Toiyabe Indian Health Clinic, Mono County Behavioral Health, Mono County Emergency Medical Services, Mono County Fire

Departments, Mono County Social Services and Public Health Departments, Mono County Sheriff's Department, Mono County Probation, and Mammoth Lakes Police Department.

The Mono County Public Health Officer is committed to addiction as a public health issue and to promoting and expanding collaborative approaches. He has a practice interest in addiction treatment and is responsible for the planning of a County naloxone education and distribution program through a recent CDPH grant. He has been working with Mono County Behavioral Health and Mammoth Hospital to promote access to MAT for OUD and has made opioid overdose a locally reportable condition to the Mono County Health Department, with follow up outreach to survivors.

Mono County Behavioral Health and Public Health Departments are working closely together to develop a syringe exchange program with CDPH certification, which will be a unique harm reduction resource in this region of the state. The Mono County Sheriff's Department embraces harm reduction concepts and is participating in the Department of Health Care Services (DHCS)-funded Jail MAT Learning Collaborative, with engagement from Mono County Behavioral Health, Mono County Probation, Mono County Superior Court, and Mono County Public Health. We foresee a hospital role in providing MAT services in the correctional system, with obvious need for coordination, collaboration, and policy development. Currently, there are no prescribers of buprenorphine-based MAT in Mono County, which is an important service gap. While harm prevention and reduction programs are in the beginning stages of development, there is still a lack of formal collaborative policies across multiple agencies and providers.

3. Description of Proposed Grant Project

The first objective of the project is the establishment and maintenance of a Mono County Addiction Task Force. The Mono County Public Health Officer will recruit key agencies and service providers to represent the diverse issue of substance abuse. The task force will establish a shared mission, vision, values, and organizational structure to increase its effectiveness. There will be regularly scheduled task force meetings, and evaluations and satisfaction surveys will be created to determine the progress of the group and allow for recommendations of future direction.

The second objective of the project is to organize and promote ongoing training and education for staff and partnering agencies on substance abuse topics. There is substantial need for education and training for Mono County agencies, hospital providers, and other community-based organizations. One educational topic that is especially important is reducing addiction stigma among the staff of healthcare facilities, County and Town agencies, and increasing addiction literacy among staff at many levels. Additional training topics include, but are not limited to, access to care issues, naloxone administration, harm reduction techniques, and health equity. Such trainings and educational opportunities will be ongoing, provided through multiple sources, including in-person training opportunities and web-based training. The Addiction Task Force will identify other addiction educational needs for service providers and develop strategies to fulfill these while also ensuring there is no duplication of efforts amongst the available resources.

The third objective of the project is to provide community education and outreach on substance use-related issues, such as harm reduction, resources and linkage to care. Just as it is important for local service providers to be informed on substance abuse issues, the same is true for local community members. The task force will adopt, adapt or develop culturally appropriate materials related to substance abuse to provide the public. These materials will be published in appropriate literacy levels and in both English and Spanish. Additionally, the task force will create a web page and social media account with information on prevention, harm reduction strategies, local resources, and treatment options. In developing community public

awareness campaigns, key goals include reducing the public's stigma regarding substance abuse and providing current information regarding services. The task force will develop evaluation plans to assess the effectiveness of the awareness efforts in order to modify and improve the campaigns.

The fourth objective of the project is to establish and maintain policies and procedures for coordinating services, improving linkages to care, and creating a cohesive system of County and local resources. With the creation and development of the Addiction Task Force, there will be better communication and identification of key substance abuse partners. The task force will strive to identify all local organizations, providers, and agencies that provide outreach, education, assessment, linkages to care, case management, delivery, and follow-up services. Once these services have been identified, the group will identify barriers to and gaps in care based upon provider and community input. By identifying current programs and processes, best practices and policies can be implemented to reduce barriers to and disparities in receiving care. By creating a unified system, more local data regarding substance abuse can be collected from all geographical and demographic areas. Additionally, during the grant program, the task force will assess the effectiveness of these policies to ensure lasting systems after the grant has ended.

There is ongoing need for advocacy, collaboration and partnerships related to addiction and substance use issues. We foresee the Mono County Addiction Task Force playing a key role in advocacy for a conducive policy environment and for comprehensive services. The same is true for our communities: in addition to making our residents aware of the resources that are available for addiction, we want to promote supportive, less judgmental thinking about addiction.

4. Organization and Staffing

The Mono County Public Health Officer will play a central role in the creation and coordination of the Mono County Addiction Task Force. The task force will seek to optimize the use of limited resources by adopting common strategies, reducing duplication of services, enhancing communication efforts, and working towards shared objectives and goals. The grant will fund the Public Health Officer's work as the key staff member. Additional time contributions will be made by other Mono County Health Department staff, such as the Public Health Director, Public Health Fiscal Officer, Tobacco Control Program Coordinator, and Health Program Managers, which will be a part of the in-kind match. Key project partners will participate in the Mono County Addiction Task Force and assist the Public Health Officer in meeting the objectives of the project. These partners include Mammoth Hospital, Toiyabe Indian Health Clinic, Mono County Social Services, Behavioral Health, Emergency Medical Services, Sheriff's Office, and Probation, local Fire Departments, and the Mammoth Lakes Police Department. It is anticipated that these members will actively participate in meetings, educational opportunities, linkage to care strategies, and public awareness campaigns.

5. Implementation Work Plan

Objective 1: Establish and maintain an Addiction Task Force	Completion date
Activity 1.1: Create an Addiction Task Force Coordinator Position	05/30/2019
Activity 1.2: Recruit key organizations and members representing a diverse group of stakeholders to participate in the Addiction Task Force.	11/01/2019
Activity 1.3: Develop agenda and convene first meeting	11/01/2019
Activity 1.4: Identify Mission, Vision, Shared Values and Structure of Addiction Task Force	11/01/2019
Activity 1.5: Establish communication methods with Addiction Task Force	11/01/2019

members and a schedule of future meetings	
Activity 1.6: Develop and implement evaluation for meetings and conduct satisfaction survey of members to determine progress, recommendations and future direction of the Addiction Task Force	05/01/2020
Objective 2: Organize and promote ongoing training/education for staff and partnering agencies on a range of substance use related topics/issues.	
Activity 2.1: Identify or coordinate a wide variety of trainings such as webinars, in person trainings, videos, and demonstrations on substance use topics including, but not limited to, addiction stigma, access to care, and health equity.	04/30/2022
Activity 2.2: Disseminate educational and training opportunities to Addiction Task Force members and encourage member participation.	04/30/2022
Activity 2.3: Develop and implement evaluation for trainings and education for participants to provide feedback regarding training and future educational opportunities.	05/01/2020
Objective 3: Provide community education and outreach on substance use related issues, such as harm reduction, resources, and linkage to care.	
Activity 3.1: Adapt/develop materials on substance abuse issues to meet community literacy levels/languages/cultures.	05/01/2020
Activity 3.2: Conduct a community public awareness campaign on substance abuse issues, reducing stigma, access to care, and prevention.	05/01/2021
Activity 3.3: Create an Addiction Task Force specific webpage and social media page to provide information regarding prevention, treatment, and resources.	05/01/2020
Activity 3.4: Develop and implement evaluation plan to assess community feedback regarding educational and public awareness campaigns.	05/01/2021
Objective 4: Establish and maintain policies and procedures for coordinating services, improving linkages to care and creating a cohesive system.	
Activity 4.1: Identify the role of partners – outreach, education, assessment, linkage, case management, delivery of services, and follow up.	05/01/2020
Activity 4.2: Identify barriers and gaps in substance abuse care.	05/01/2020
Activity 4.3 Identify current programs, processes, and best practices regarding substance abuse care, and determine activities for addressing barriers or gaps in services.	05/01/2020
Activity 4.4: With the collaboration of local partners, develop policies and interagency agreements to address barriers or gaps in services.	05/01/2021
Activity 4.5: Identify qualitative indicators and develop an evaluation plan on the effectiveness of the system.	12/01/2021
Activity 4.6: Assess policies and evaluation plan to determine the sustainability of the system to promote lasting systems after grant has ended.	06/29/2022

D. Grant Project Goals and Outcome Reporting

Project Goal	Metric/Record
Development of a Mono County Addiction Task Force that includes at least one member from local law enforcement, one member from behavioral health, one member from social services, one member from probation, and one member from a local healthcare organization.	This goal will be measured by providing a list of all task force members, what agency they represent, and signed participation agreements from each agency.
Throughout the grant program, the Mono County Addiction Task Force will meet a minimum of four times during each year during the grant period.	The mission, vision, and values of the task force will be provided. This goal will be measured by providing an attendance list, agenda, and evaluations from task force meetings.
The Mono County Addiction Task Force will provide a minimum of two trainings for service providers during each year of the grant project. These trainings must be related to substance use or abuse in Mono County.	This goal will be measured by providing a summary or copy of all trainings provided by the grant, and a list of participants. Additionally, evaluations of the trainings will be provided by task force members who participated. Depending on the training, conduct pre- and post-test surveys.
The Mono County Addiction Task Force will develop and maintain a webpage and social media account that includes local resources, harm reduction techniques, and educational materials. Inform public and professionals of web presence at outreach and educational events.	A link for the webpage and social media accounts will be provided. Record web hits and views.
The Mono County Addiction Task Force will publish at least one public awareness campaign related to substance abuse for every year of the grant which aim to increase the communities' understanding and awareness of addiction issues by 10%.	Public awareness campaign copies and documents will be provided. Evaluation survey will be provided to at least 40 community members and results will be summarized and provided.
The Mono County Addiction Task Force will develop at least 3 policies or procedures that focus on collaborative care, prevention, linkages to care, referrals, or case management services.	The effectiveness of these policies will be measured by patient feedback, provider feedback, and length of time for a patient to receive services. Additional policies will be provided if developed.

E. Budget and Budget Narrative

Mono County Health Department is requesting \$300,000, and will provide \$149,096 in matching funds, for a total of \$449,096 over the 3-year grant period. The first grant objective is the establishment and maintenance of a Mono County Addiction Task Force. The Mono County Public Health Officer will recruit key agencies and service providers to represent the diverse issue of substance abuse. The task force will meet at least 4 times per year, establish a shared mission, vision, values, and organizational structure, and evaluations and satisfaction surveys will be created to determine the progress of the group and allow for recommendations of future direction.

The fourth grant objective of the project is to establish and maintain policies and procedures for coordinating services, improving linkages to care, and creating a cohesive system of County and local resources. The task force will strive to identify all local organizations, providers, and agencies that provide outreach, education, assessment, linkages to care, case management, delivery, and follow up services. Once these services have been identified, the group will identify barriers to and gaps in care based upon provider and community input. By identifying current programs and processes, best practice collaboratives, and policies can be implemented to reduce barriers to and disparities in receiving care. By creating a unified system, more local data regarding substance abuse can be collected from all geographical and demographic areas. Additionally, during the grant program, the task force will assess the effectiveness of these policies to ensure lasting systems after the grant has ended.

For objectives one and four, budgeted personnel expenses include salary and benefits for the Public Health Officer at a 0.35 FTE. Benefits comprise 14.65% of the total and include a 3% 401(a) contribution, 3% unemployment insurance, 6.2% Federal Insurance Contributions Act (FICA), 1% County paid State Disability Insurance, and 1.45% for Medicare. The in-kind contributions for each year are made up of Mono County Health Department staff time and include, but are not limited to, time spent attending task force meetings, coordinating trainings, outreach and education via social media, networking, organization of outreach events, syringe exchange program implementation efforts, Naloxone distribution policy development and execution, and outreach and education regarding Naloxone distribution and administration. In-kind staff time increases in year 2 and 3 by 2.5% to account for increases in salaries.

The second grant objective is to organize and promote ongoing training and education for staff and partnering agencies on substance abuse topics. There is substantial need for education and training for Mono County agencies, hospital providers, and other community-based organizations. One educational topic that is especially important is reducing addiction stigma among the staff of healthcare facilities, County and Town agencies, and increasing addiction literacy among staff at many levels. Additional training topics include, but are not limited to, access to care issues, naloxone administration, harm reduction techniques, and health equity. Such trainings and educational opportunities will be ongoing, provided through multiple sources, including in-person training opportunities and web-based training. The task force will identify other addiction educational needs for service providers and develop strategies to fulfill these while also ensuring there is no duplication of efforts amongst the available resources.

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abuse and providing current information regarding services. The task force will develop evaluation plans to assess the effectiveness of the awareness efforts in order to modify and improve the campaigns.

Budgeted expenses for objectives two and three include funding for workforce development and community outreach. Contractual expenses include an annual regional training each year, inviting a guest speaker to educate professionals and/or community members on substance use topics. The expenses are estimated at 50 participants at each training event and include the cost of space rental, lunch at \$25/participant, consultant fees, as well as lodging, per diem, and potential airfare for the hired consultant. Planned contractual expenses also include funding to develop and pilot a short video production each year that will provide education to the community or professionals on key substance abuse issues. As part of the efforts to conduct a community awareness campaign, the Health Department will contract with Eastern Sierra Marketing to develop and maintain a robust social media presence.

Office expenses include budgeted funds to purchase minimal consumable office supplies, printing expenses for educational brochures to distribute as part of the public awareness campaign, and in-house printing costs associated with the development of materials on substance abuse to be distributed throughout the community and to partner agencies. As part of our endeavor to reach out to the more remote areas of Mono County the travel figures include in-County project related travel in the form of mileage reimbursement. Mileage reimbursement will be costed at the current IRS mileage rate. Also, as the opportunity arises to attend outside training, funding will allow for 1-2 Addiction Task Force members to attend one relevant training each year. Budgeted expenses will cover registration costs, lodging, per diem, parking, and mileage reimbursement.

Other expenses include budgeted funds for quarterly Addiction Task Force meeting participation incentives, community resource kits, and 15% of total budget for administrative and overhead expenses. Incentives will be offered in the form of food and refreshments provided at the task force meetings. Incentives are provided to participants to motivate and reinforce participation and involvement. The task force will also assemble 150 community resource kits each year. Administrative and overhead expenses are capped at 15% of the grant total. Administrative and overhead expenses include workers compensation insurance expenses, liability insurance expenses, and administrative staff time. A portion of the overhead costs will be contributed as in-kind as the allowed amount is not enough to fully cover the costs associated to achieve the program goals.



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Community Development

TIME REQUIRED 20 minutes

SUBJECT Contract with Interwest Consulting Group for Building Plan Check and Inspection Services for the Civic Center

**PERSONS
APPEARING
BEFORE THE
BOARD**

Wendy Sugimura

AGENDA DESCRIPTION:

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

Contract for building plan check and inspection services for the Mono County Civic Center project with Interwest Consulting Group.

RECOMMENDED ACTION:

Approve County entry into proposed contract from Feb. 4, 2019, until a notice of project completion is issued for a not-to-exceed amount of \$90,000 per year that this contract remains in effect or in any twelve-month period for plan check and inspection services for the Mono County Civic Center. Authorize Leslie Chapman, CAO, to execute said contract on behalf of the County. Provide any desired direction to staff.

FISCAL IMPACT:

The Public Works Department has an approved budget for this project. The plan check fee is estimated at approximately \$30,000 and inspection services could potentially be about \$40,000 during each summer construction season.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 760-924-1814 / wsugimura@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> staff report
<input type="checkbox"/> Interwest Contract

Time	Who	Approval
2/14/2019 5:24 PM	County Administrative Office	Yes
2/14/2019 9:40 AM	County Counsel	Yes
2/14/2019 12:50 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

February 19, 2019

To: Mono County Board of Supervisors

**From: Wendy Sugimura, CDD Director
Tony Dublino, PW Director**

Re: Contract with Interwest Consulting Group for building plan check and inspection services for the Mono County Civic Center project

Action Requested

Approve County entry into proposed contract from Feb. 4, 2019, until a notice of project completion is issued for a not-to-exceed amount of \$90,000 per year that this contract remains in effect or in any twelve-month period for plan check and inspection services for the Mono County Civic Center. Authorize Leslie Chapman, CAO, to execute said contract on behalf of the County. Provide any desired direction to staff.

Fiscal Impact

The Public Works Department has an approved budget for this project. The plan check fee is estimated at approximately \$30,000 and inspection services could potentially be about \$40,000 during each summer construction season.

Background

Mono County determined in early February that the building permit for the Mono County Civic Center (58 Thompsons Way, APN 035-010-064-000) would be pulled through the Mono County Building Division. The Building Division currently has an on-call services contract with Interwest Consulting Group for a variety of building services, including plan check and inspections. However, the total cost of the Civic Center project in addition to the current permit work load is likely to exceed the limit of the existing contract, and so a separate contract is in order. The total limit of the two contracts combined exceeds the CAO's authority to sign, and so approval by the Board of Supervisors is required for the second contract for the Civic Center.

Discussion

Because the project is located within the Town of Mammoth Lakes (Town), the Mono County Community Development Department has extended an invitation to Town staff to collaborate on the building permit plan check and intends to follow Town standards to the best of our ability. The contract scope of work stipulates that the building plan check will be conducted according to building code standards adopted by the Town of Mammoth Lakes. Interwest Consulting Group also serves as the contract plan check consultant for the Town, and so are very familiar with the Town's standards.

Other reviews under the building permit such as planning, environmental health, and others will be conducted by existing Mono County staff using applicable Town standards and to the best of our ability. Mono County staff welcomes any input and participation by Town staff on those reviews.

Beyond the plan check, Mono County Building Division staff has the expertise, certifications, and skill sets to serve in the capacity of Building Official and inspectors to support successful completion of the project.

Attachments:

1. Contract between the County of Mono and Interwest Consulting Group for the provision of building plan check and inspection services for the Mono County Civic Center

**AGREEMENT BETWEEN COUNTY OF MONO
AND INTERWEST COUNSLTING GROUP
FOR THE PROVISION OF BUILDING PLAN CHECK AND INSPECTION SERVICES FOR THE
MONO COUNTY CIVIC CENTER PROJECT**

INTRODUCTION

WHEREAS, the County of Mono (hereinafter referred to as "County") may have the need for the building plan check and inspection services of Interwest Consulting Group, of Huntington Beach, California (hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF WORK

The Contractor shall furnish to the County, upon its request, those services and work set forth in Attachment A, attached hereto and by reference incorporated herein. Requests by the County to the Contractor to perform under this Agreement will be made by the Director of Community Development, or an authorized representative thereof. Requests to the Contractor for work or services to be performed under this Agreement will be based upon the County's need for such services. The County makes no guarantee or warranty, of any nature, that any minimum level or amount of services or work will be requested of the Contractor by the County under this Agreement. By this Agreement the County incurs no obligation or requirement to request from Contractor the performance of any services or work at all, even if the County should have some need for such services or work during the term of this Agreement.

Services and work provided by the Contractor at the County's request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and county laws, ordinances, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those that are referred to in this Agreement.

This Agreement is subject to the following Exhibits (as noted) which are attached hereto, following all referenced Attachments, and incorporated by this reference. In the event of a conflict between the terms of an attached Exhibit and this Agreement, the terms of the Exhibit shall govern:

- Exhibit 1:** General Conditions (Construction)
- Exhibit 2:** Prevailing Wages
- Exhibit 3:** Bond Requirements
- Exhibit 4:** Invoicing, Payment, and Retention
- Exhibit 5:** Trenching Requirements
- Exhibit 6:** FHWA Requirements
- Exhibit 7:** CDBG Requirements
- Exhibit 8:** HIPAA Business Associate Agreement
- Exhibit 9:** Other _____

2. TERM

The term of this Agreement shall be from February 4, 2019, until a certificate of occupancy is issued to County for the Civic Center and the County's Community Development Director or Designee transmits a written acknowledgement of completion, unless sooner terminated as provided below.

3. CONSIDERATION

- A. Compensation. County shall pay Contractor in accordance with the Schedule of Fees (set forth as Attachment B) for the services and work described in Attachment A that are performed by Contractor at County's request.
- B. Travel and Per Diem. Contractor will not be paid or reimbursed for travel expenses or per diem that Contractor incurs in providing services and work requested by the County under this Agreement, unless otherwise provided for in Attachment B.
- C. No Additional Consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.
- D. Limit upon amount payable under Agreement. The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed \$90,000 (ninety thousand dollars) per year that this contract remains in effect, or \$90,000.00 (ninety thousand dollars) in any twelve-month period, plus (for public works) the amount of any change order(s) approved in accordance with authority delegated by the Board of Supervisors (hereinafter referred to as "Contract Limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed that is in excess of the Contract Limit.
- E. Billing and Payment. Contractor shall submit to the County, on a monthly basis, an itemized statement of all services and work described in Attachment A, which were done at the County's request. The statement to be submitted will cover the period from the first (1st) day of the preceding month through and including the last day of the preceding month. Alternatively, Contractor may submit a single request for payment corresponding to a single incident of service or work performed at the County's request. All statements submitted in request for payment shall identify the date on which the services and work were performed and describe the nature of the services and work which were performed on each day. Invoicing shall be informative but concise regarding services and work performed during that billing period. Upon finding that Contractor has satisfactorily completed the work and performed the services as requested, the County shall make payment to Contractor within 30 days of its receipt of the itemized statement. Should the County determine the services or work have not been completed or performed as requested and/or should Contractor produce an incorrect statement, the County shall withhold payment until the services and work are satisfactorily completed or performed and/or the statement is corrected and resubmitted.

If Exhibit 4 ("Invoicing, Payment, and Retention") is attached to this Agreement, then the language contained in 4 shall supersede and replace this paragraph 3.E. in its entirety.

F. Federal and State Taxes.

- (1) Except as provided in subparagraph (2) below, County will not withhold any federal or state income taxes or social security from any payments made by County to Contractor under the terms and conditions of this Agreement.

(2) County shall withhold California state income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety-nine dollars (\$1,499.00).

(3) Except as set forth above, County has no obligation to withhold any taxes or payments from sums paid by County to Contractor under this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Contractor. County has no responsibility or liability for payment of Contractor's taxes or assessments.

(4) The total amounts paid by County to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board.

4. WORK SCHEDULE

Contractor's obligation is to perform, in a timely manner, those services and work identified in Attachment A that are requested by the County. It is understood by Contractor that the performance of these services and work will require a varied schedule. Contractor, in arranging his/her schedule, will coordinate with County to ensure that all services and work requested by County under this Agreement will be performed within the time frame set forth by County.

5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS

Any licenses, certificates, or permits required by the federal, state, county, or municipal governments, for Contractor to provide the services and work described in Attachment A must be procured by Contractor and be valid at the time Contractor enters into this Agreement. Further, during the term of this Agreement, Contractor must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, professional licenses or certificates, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Contractor at no expense to the County. Contractor will provide County, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits that are required to perform the services identified in Attachment A. Where there is a dispute between Contractor and County as to what licenses, certificates, and permits are required to perform the services identified in Attachment A, County reserves the right to make such determinations for purposes of this Agreement.

6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC

The Contractor shall provide such office space, supplies, equipment, vehicles, reference materials, support services and telephone service as is necessary for Contractor to provide the services identified in Attachment A to this Agreement. County is not obligated to reimburse or pay Contractor for any expense or cost incurred by Contractor in procuring or maintaining such items. Responsibility for the costs and expenses incurred by Contractor in providing and maintaining such items is the sole responsibility and obligation of Contractor.

7. COUNTY PROPERTY

A. Personal Property of County. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, uniforms, vehicles, reference materials, furniture, appliances, etc. provided to Contractor by County pursuant to this Agreement is, and at the termination of this Agreement remains, the sole and exclusive property of the County. Contractor will use reasonable care to protect, safeguard

and maintain such items while they are in Contractor's possession. Contractor will be financially responsible for any loss or damage to such items, partial or total, that is the result of Contractor's negligence.

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, videotapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind that are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

8. WORKERS' COMPENSATION

Contractor shall provide Statutory Workers' Compensation insurance coverage and Employer's Liability coverage for not less than \$1 million (\$1,000,000.00) per occurrence for all employees engaged in services or operations under this Agreement. Any insurance policy limits in excess of the specified minimum limits and coverage shall be made available to County as an additional insured. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of County for all work performed by Contractor, its employees, agents, and subcontractors.

9. INSURANCE

A. Contractor shall procure and maintain, during the entire term of this Agreement or, if work or services do not begin as of the effective date of this Agreement, commencing at such other time as may be authorized in writing by the County Risk Manager, the following insurance (as noted) against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by Contractor, its agents, representatives, employees, or subcontractors:

- General Liability. A policy of Comprehensive General Liability Insurance which covers all the work and services to be performed by Contractor under this Agreement, including operations, products and completed operations, property damage, bodily injury (including death) and personal and advertising injury. Such policy shall provide limits of not less than \$1,000,000.00 per claim or occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project or the general aggregate limit shall be twice the required occurrence limit.
- Automobile/Aircraft/Watercraft Liability Insurance. A policy of Comprehensive Automobile/Aircraft/Watercraft Liability Insurance for bodily injury (including death) and property damage which provides total limits of not less than \$1,000,000.00 per claim or occurrence applicable to all owned, non-owned and hired vehicles/aircraft/watercraft. If the services provided under this Agreement include the transportation of hazardous materials/wastes, then the Automobile Liability policy shall be endorsed to include Transportation Pollution Liability insurance covering materials/wastes to be transported by Contractor pursuant to this Agreement. Alternatively, such coverage may be provided in Contractor's Pollution Liability policy.
- Professional Errors and Omissions Liability Insurance. A policy of Professional Errors and Omissions Liability Insurance appropriate to Contractor's profession in an amount of not less than \$1,000,000.00 per claim or occurrence/ \$2,000,000.00 general aggregate. If coverage is written on a claims-made form then: (1) the "retro date" must be shown, and must be before the beginning of

contract work; (2) insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the contract work; and (3) if coverage is cancelled or non-renewed, and not replaced with another claims-made policy form with a “retro date” prior to the contract effective date, then Contractor must purchase “extended reporting” coverage for a minimum of five years after completion of contract work.

- Pollution Liability Insurance.** A policy of Comprehensive Contractors Pollution Liability coverage applicable to the work being performed and covering Contractor’s liability for bodily injury (including death), property damage, and environmental damage resulting from “sudden accidental” or “gradual” pollution and related cleanup costs arising out of the work or services to be performed under this Agreement. Coverage shall provide a limit no less than \$1,000,000.00 per claim or occurrence/ \$2,000,000.00 general aggregate. If the services provided involve lead-based paint or asbestos identification/remediation, the Pollution Liability policy shall not contain lead-based paint or asbestos exclusions.

B. **Coverage and Provider Requirements.** Insurance policies shall not exclude or except from coverage any of the services and work required to be performed by Contractor under this Agreement. The required policy(ies) of insurance shall be issued by an insurer authorized to sell such insurance by the State of California, and have at least a “Best’s” policyholder’s rating of “A” or “A+”. Prior to commencing any work under this agreement, Contractor shall provide County: (1) a certificate of insurance evidencing the coverage required; (2) an additional insured endorsement for general liability applying to the County of Mono, its agents, officers and employees made on ISO form CG 20 10 11 85, or providing equivalent coverage; and (3) a notice of cancellation or change of coverage endorsement indicating that the policy will not be modified, terminated, or canceled without thirty (30) days written notice to the County.

C. **Deductible, Self-Insured Retentions, and Excess Coverage.** Any deductibles or self-insured retentions must be declared and approved by Mono County. If possible, the Insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to Mono County, its officials, officers, employees, and volunteers; or the Contractor shall provide evidence satisfactory to Mono County guaranteeing payment of losses and related investigations, claim administration, and defense expenses. Any insurance policy limits in excess of the specified minimum limits and coverage shall be made available to County as an additional insured.

D. **Subcontractors.** Contractor shall require and verify that all subcontractors maintain insurance (including Workers’ Compensation) meeting all the requirements stated herein and that County is an additional insured on insurance required of subcontractors.

10. STATUS OF CONTRACTOR

All acts of Contractor, its agents, officers, and employees, relating to the performance of this Agreement, shall be performed as an independent contractor, and not as an agent, officer, or employee of the County. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of, or exercise any right or power vested in, the County, except as expressly provided by law or set forth in Attachment A. No agent, officer, or employee of the County is to be considered an employee of Contractor. It is understood by both Contractor and County that this Agreement shall not, under any circumstances, be construed to create an employer-employee relationship or a joint venture. As an independent contractor:

A. Contractor shall determine the method, details, and means of performing the work and services to be provided by Contractor under this Agreement.

B. Contractor shall be responsible to County only for the requirements and results specified in this Agreement, and except as expressly provided in this Agreement, shall not be subjected to County's control with respect to the physical action or activities of Contractor in fulfillment of this Agreement.

C. Contractor, its agents, officers and employees are, and at all times during the term of this Agreement shall represent and conduct themselves as, independent contractors, and not employees of County.

11. DEFENSE AND INDEMNIFICATION

Contractor shall defend with counsel acceptable to County, indemnify, and hold harmless County, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from or in connection with, the performance of this Agreement by Contractor, or Contractor's agents, officers, or employees. Contractor's obligation to defend, indemnify, and hold the County, its agents, officers, and employees harmless applies to any actual or alleged personal injury, death, damage or destruction to tangible or intangible property, including the loss of use. Contractor's obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other costs that are caused in whole or in part by any act or omission of the Contractor, its agents, employees, supplier, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable.

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

12. RECORDS AND AUDIT

A. Records. Contractor shall prepare and maintain all records required by the various provisions of this Agreement, federal, state, county, municipal, ordinances, regulations, and directions. Contractor shall maintain these records for a minimum of four (4) years from the termination or completion of this Agreement. Contractor may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, micrographs, or other authentic reproduction of such records.

B. Inspections and Audits. Any authorized representative of County shall have access to any books, documents, papers, records, including, but not limited to, financial records of Contractor, that County determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Contractor. Further, County has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement.

13. NONDISCRIMINATION

During the performance of this Agreement, Contractor, its agents, officers, and employees shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or applicant for employment, or person receiving services under this Agreement, because of race, religious creed, color, ancestry, national origin, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Contractor and its agents, officers, and employees shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Contractor shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.

14. TERMINATION FOR DEFAULT

This Agreement may be terminated by County or Contractor upon default. The party initiating the termination shall provide the other party with written notice describing the default and setting forth a period of at least fifteen (15) calendar days to cure the default. If the default is not corrected within the time given and is not waived, then this Agreement shall terminate upon the provision of a written notice of termination by the party which provided the notice of default.

15. PAYMENT UPON DEFAULT

Upon termination by default County will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

16. WAIVER OF DEFAULT

Waiver of any default by either party to this Agreement shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph 23 below.

17. ASSIGNMENT

This is an agreement for the personal services of Contractor. County has relied upon the skills, knowledge, experience, and training of Contractor as an inducement to enter into this Agreement. Contractor shall not assign or subcontract this Agreement, or any part of it, without the express written consent of the County. Further, Contractor shall not assign any moneys due or to become due under this Agreement without the prior written consent of the County.

18. CONFIDENTIALITY

Contractor agrees to comply with various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential, all such privileged, restricted or confidential information and records obtained in the course of providing the work and services under this Agreement. Disclosure of such information or records shall be made by Contractor only with the express written consent of the County.

19. CONFLICTS

Contractor agrees that he/she has no interest, and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of the work and services under this Agreement. Contractor agrees to complete and file a conflict-of-interest statement.

20. POST-AGREEMENT COVENANT

Contractor agrees not to use any confidential, protected, or privileged information that is gained from the County in the course of providing services and work under this Agreement, for any personal benefit, gain, or enhancement. Further, Contractor agrees for a period of two (2) years after the termination of this Agreement, not to seek or accept any employment with any entity, association, corporation, or person who, during the term of this Agreement, has had an adverse or conflicting interest with the County, or who has been an adverse party

in litigation with the County, and concerning such, Contractor by virtue of this Agreement has gained access to the County's confidential, privileged, protected, or proprietary information.

21. SEVERABILITY

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or county statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

22. FUNDING LIMITATION

The ability of the County to enter into this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to terminate, reduce, or modify this Agreement, or any of its terms within ten (10) days of notifying Contractor of the termination, reduction, or modification of available funding. Any reduction or modification of this Agreement effective pursuant to this provision must comply with the requirements of paragraph 23.

23. AMENDMENT

This Agreement may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change order is in written form, and executed with the same formalities as this Agreement or in accordance with delegated authority therefor, and attached to the original Agreement to maintain continuity.

24. NOTICE

Any notice, communication, amendments, additions or deletions to this Agreement, including change of address of any party during the term of this Agreement, which Contractor or County shall be required, or may desire to make, shall be in writing and may be personally served, or sent by prepaid first-class mail or email (if included below) to the respective parties as follows:

County of Mono:

County of Mono: Wendy Sugimura
PO Box 347
Mammoth Lakes, CA 93546
wsugimura@mono.ca.gov
[Click here to enter text.](#)

Contractor:

Ron Beehler
Interwest Consulting Group
15140 Transistor Lane
Huntington Beach, CA 92649

25. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be

of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless executed in writing by the parties hereto.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND
SEALS THIS ____ DAY OF _____, _____.

COUNTY OF MONO

By: _____

Dated: _____

CONTRACTOR

By: 

Dated: 2-7-2019

APPROVED AS TO FORM:

County Counsel

APPROVED BY RISK MANAGEMENT:

Risk Manager

ATTACHMENT A

**AGREEMENT BETWEEN COUNTY OF MONO
AND INTERWEST CONSULTING GROUP
FOR THE PROVISION OF BUILDING PLAN CHECK AND INSPECTION SERVICES FOR THE
MONO COUNTY CIVIC CENTER PROJECT**

TERM:

FROM: February 4, 2019 TO: Issuance of acknowledgement of completion by County

SCOPE OF WORK:

See following page.

ATTACHMENT B

**AGREEMENT BETWEEN COUNTY OF MONO
AND INTERWEST CONSULTING GROUP
FOR THE PROVISION OF BUILDING PLAN CHECK AND INSPECTION SERVICES FOR
THE MONO COUNTY CIVIC CENTER PROJECT**

TERM:

FROM: February 4, 2019 TO: Issuance of acknowledgement of completion by County

SCHEDULE OF FEES:

See following page.

- See Attachment B1, incorporated herein by this reference (optional).

ATTACHMENT A – SCOPE OF WORK
Interwest Consulting Group

Contractor will perform multi-disciplinary plan review services for multiple phases of the Mono County Civic Center project including, but not limited to, the following:

- Receive plans and documents from County staff, which have been transmitted using the County-preferred courier service at Contractor's expense.
 - Review of plans by a Certified Plans Examiner for design integrity and code compliance with the adopted edition of the applicable California Building Codes, including the following: Building (and any adopted appendices), Electrical, Energy, Existing Building, Fire, Green Building Standards, Historical Building, Mechanical, Plumbing, Referenced Standards, and Residential. Contractor is to plan check to standards adopted by the Town of Mammoth Lakes, which have previously been transmitted to Contractor.
- Responsibilities will include:
- Review of plans for residential and commercial fire-life safety compliance such as egress, fire-resistive construction, and residential fire sprinkler systems, and commercial fire sprinkler, fire alarms, and other more complex commercial fire-related systems.
 - Review of compliance with state and local hazardous materials regulations.
 - Review of structural calculations, soils reports, Title 24 reports, accessibility requirements, County-adopted ordinances, and other project-related information as supplied by the applicant or the County.
 - The County requests one Plans Examination Team be assigned to this project to ensure consistency.
 - Identify items needing clarification or correction to achieve compliance with applicable regulations. Create a review report or correction letter consisting of a typed list of such items, including referenced code sections applicable to each item. Transmit reports by e-mail to the applicant (Mono County Public Works) and copy the Mono County Building Division, or transmit by mail or other such means as directed by the Community Development Director, or designee.
 - Plan review services are defined as the initial plan review and all subsequent reviews as necessary. Plan reviews shall be completed within the time periods described as follows, however, the Contractor acknowledges the attached Civic Center project schedule (attached) and will work to expedite services as needed:
 - The first plan check correction letter will be sent within ten (10) working days.
 - Responses to corrections will be back-checked within seven (7) working days.
 - Other review periods may be arranged by mutual agreement to meet the project schedule.
 - Coordinate the resolution of identified deficiencies with the applicant. The County Community Development Director or designee shall decide unresolved deficiencies.
 - Complete plan reviews and furnish reports for "deferred submittal" items within the same turnaround times as described above for the type of work being reviewed.

- Provide wet signature of a Certified Plans Examiner on two sets of approved hard copy plans, or on list of corrections attesting they personally inspected and reviewed the plans for compliance with all requirements of all applicable Codes, or on digital plans or documents.
- Return completed, reviewed and approved plans to the Building Department, using a commercial parcel delivery service, at Contractor's expense.
- Contractor may be requested to perform a variety of field building inspections on the Civic Center project or other projects within the unincorporated county to verify conformity with approved plans, documents, and applicable state and local codes as directed by the Community Development Department Director or his/her designee, as follows:
 - The County shall provide a minimum notice of 14 calendar days to Consultant of an anticipated time frame in which inspection services may be requested, or shall make other mutually agreeable arrangements with Consultant. Within that time frame, the County shall notify the Consultant of inspection requests by e-mail or phone by 5 pm of any given business day, and the Consultant shall conduct the inspection no later than the end of the next business day except when adverse or inclement weather conditions render an extended timeline.
 - Inspection information provided by the County shall consist of name of the requestor and phone number, job site location, building permit number, inspection type, and any specific project issues. Consultant is responsible for coordinating the inspection directly with the requesting party, including calling the requestor the morning of the day of inspection to coordinate arrival times, access, etc.
 - Consultant shall submit via e-mail, fax, or in person a written inspection result or field report within two business days of the field inspection. The report shall be returned to the Building Division staff that requested the inspection, typically the Community Development Director or designee.
- Other services as authorized by the Community Development Department Director or his/her designee.

Attachment B: Schedule of Fees

For Civic Center building plan checks, services shall be billed at hourly rates with a not-to-exceed cost of 62% of the plan check fee as determined by the County's current Building Valuation Data and Building Permit Fee Schedule.

For other services including inspection services, fees will be billed at an hourly rate or a rate mutually agreed upon in writing by the parties prior to any work being performed.

Contractor's Schedule of Hourly Billing Rates:

Certified Building Official	\$150
Senior Structural Engineer	\$140
Licensed Plan Review Engineer	\$140
Senior Plan Review Architect	\$125
ICC Certified Plans Examiner	\$100
Senior Plans Examiner	\$105
CASp	\$100
Permit Technician	\$65
Supervising Inspector/ IOR	\$125
Senior Inspector	\$105
Inspector	\$95
Code Enforcement Officer	\$80
Fire Protection Engineer	\$145
Fire Marshal	\$110
ICC Fire Plans Examiner	\$100
ICC Fire Inspector	\$100

There is no charge for courier or shipping services.

Mileage while providing inspection services will be charged at the current IRS Vehicle Mileage Rate which is currently \$0.58/mile.

For requested periodic inspection services travel time and mileage will be charged to and from the inspector's residence to the project site. Mileage will be charged at the current IRS Vehicle Mileage Rate which is currently \$0.58/mile.

No overtime shall accrue without the explicit authorization of the Community Development Director or designee.



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Public Works

TIME REQUIRED 15 minutes

SUBJECT Motor Pool Fund Update

**PERSONS
APPEARING
BEFORE THE
BOARD**

Tony Dublino

AGENDA DESCRIPTION:

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

Update on the Motor Pool Fund and intent to execute remaining Board-authorized vehicle purchases.

RECOMMENDED ACTION:

None. Informational only.

FISCAL IMPACT:

None. All purchases were already authorized on November 6, 2018.

CONTACT NAME: Tony Dublino

PHONE/EMAIL: 760.935.5459 / tdublino@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[Staff Report](#)

History

Time

2/14/2019 4:43 PM

Who

County Administrative Office

Approval

Yes

2/13/2019 10:27 AM

County Counsel

Yes

2/14/2019 11:52 AM

Finance

Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

Date: February 12, 2019

To: Honorable Chair and Members of the Board of Supervisors

From: Tony Dublino, Director of Public Works

Subject: Update on Motor Pool Fund

Recommended Action:

None, informational only. All purchases have already been approved.

Discussion:

On November 6, 2018 the Board approved the FY 18/19 Motor Pool Purchases, which included the following vehicles:

- 1 – 2019 Ford Escape (District Atty; Victim Witness Vehicle)**
- 6 – 2019 Chevrolet Tahoe PPV (Sheriff Patrol)**
- 1 – 2019 Chevrolet Tahoe SSV (Admin)**
- 1 – 2019 Dodge 3500 Ram Ambulance (EMS)**
- 1 – 2019 Chevrolet 4x4 Van (Behavioral Health)**
- 6 – 2019 Subaru Foresters (Motor Pool)
- 1 – 2019 Ford F-250 (Motor Pool)
- 1 – 2019 Ford F-350 Dually (Road Stripper)

The vehicles shown above **in bold type** have all been purchased/ordered, and have either been received, or are expected in the weeks to come. The purchase of the vehicles shown in normal type were delayed.

From the November 6, 2018 staff report:

"It is recommended to spend approximately \$1,100,000 in FY 18/19, but to delay the purchase of approximately \$350,000 in vehicles to provide time to develop more detailed financial projections for the Motor Pool, and confirm projected FY 18/19 Motor Pool revenues. In short, to double-check projections before expending the full amount."

At this time, it is clear that the Motor Pool fund has adequate revenue and fund balance to complete the remaining purchases. At mid-year FY 18/19, the Motor Pool had received \$743,000 in revenue, with 50% of that amount (\$370,000) intended for vehicle replacement cost. The total cost of vehicles purchased so far has been slightly below expected costs (thanks in large part to reduced cost of the EMS ambulance expertly sourced by Chief Mokracek), so the original plan remains viable and staff intends to execute the remaining purchases.

Bid packages have been prepared for the remaining vehicles and they are ready to be issued. In the absence of any objections from the Board, they will be issued following today's item.

The remaining vehicles to be purchased are as follows:

Vehicle # to Replace / Department	Old Vehicle	Current Mileage	Replacement Vehicle	Replacement Cost
976 / PROBATION	DURANGO	155,000	SUBARU	\$ 26,515
962 / SOCIAL SERVICES	ESCAPE	150,000	SUBARU	\$ 26,515
1010 / SOCIAL SERVICES	EXPLORER	165,000	SUBARU	\$ 26,515
809 / FACILITIES	FORD F-250	200,000	FORD F-250	\$ 35,180
1008 / SOCIAL SERVICES	SUBARU	133,000	SUBARU	\$ 26,515
919 / COUNTY COUNSEL	JEEP LIBERTY	171,000	SUBARU	\$ 26,515
997 / SOCIAL SERVICES	TRAILBLAZER	184,000	SUBARU	\$ 26,515
17 / ROAD DIVISION	K-3500	80,000	F-350 STRIPER	\$ 80,000
TOTAL REMAINING MOTOR POOL CAPITAL OUTLAY				\$ 274,270

If you have any questions regarding this item, please contact Tony Dublino at tdublino@mono.ca.gov (760) 932-5459 or Jerry VandeBrake at jvandebrake@mono.ca.gov, (760) 932-5462.

Respectfully submitted,



Tony Dublino / Director of Public Works



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

Departments: Information Technology

TIME REQUIRED	25 minutes (15 minute presentation; 10 minute discussion)	PERSONS APPEARING BEFORE THE BOARD	Nate Greenberg, IT Director
SUBJECT	2019-2021 Information Technology Strategic Plan		

AGENDA DESCRIPTION:

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

The 2019-2021 IT Strategic Plan is largely focused on increasing customer success and making operational improvements based on the investments the County has made in technology over the years. The plan highlights Core Services (the focus areas we work in every day to ensure successful operations) and Initiatives (the areas we will be focusing energy on over the next several years in order to improve the use of technology) which are divided between the IT and GIS sides of the department. This new strategic plan takes into account the Mono County Strategic Priorities which were established in February 2018 as well as elements of individual department strategic plans that have been established and adopted at Mono County and the Town of Mammoth Lakes.

RECOMMENDED ACTION:

Adopt the 2019-2021 Information Technology Strategic Plan.

FISCAL IMPACT:

None.

CONTACT NAME: Nate Greenberg

PHONE/EMAIL: (760) 924-1819 / ngreenberg@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> 2019-2021 IT Strategic Plan

[History](#)

Time	Who	Approval
2/14/2019 4:34 PM	County Administrative Office	Yes
2/14/2019 10:00 AM	County Counsel	Yes
2/14/2019 11:47 AM	Finance	Yes



INFORMATION TECHNOLOGY COUNTY OF MONO

PO Box 7657 | 437 OLD MAMMOTH ROAD, STE. 228 MAMMOTH LAKES, CA 93546
(760) 924-1819 • FAX (760) 924-1697 • ngreenberg@mono.ca.gov

Nate Greenberg
Information Technology Director

February 12, 2019

To Honorable Board of Supervisors
From Nate Greenberg, Information Technology Director
Subject 2019-2021 Information Technology Strategic Plan adoption

Recommendation

Adopt the 2019-2021 Information Technology Strategic Plan.

Discussion

In 2015, the Mono County Information Technology Department developed the organization's first IT Strategic Plan. This document and associated planning process have helped steer the department and its operational decision making for the past four years. Over this period of time, the primary emphasis was on upgrading and stabilizing our technology infrastructure so that it could be more easily maintained by IT staff and relied upon by the rest of the organization.

That plan expired in December 2018 and over the course of the past several months the IT Department has been working to draft a new plan to cover the next several years.

The 2019-2021 IT Strategic Plan that is before you for consideration is largely focused on increasing customer success and making operational improvements based on the investments the County has made in technology over the years. The plan highlights **Core Services** (the focus areas we work in every day to ensure successful operations) and **Initiatives** (the areas we will be focusing energy on over the next several years in order to improve the use of technology) which are divided between the IT and GIS sides of the department.

This new strategic plan takes into account the Mono County Strategic Priorities which were established in February 2018 as well as elements of individual department strategic plans that have been established and adopted at Mono County and the Town of Mammoth Lakes.

Fiscal Impact

None at this time.

Strategic Plan Alignment

Mono County Strategic Priorities

- 1A** Improve Emergency Operations & Response
- 1E** Infrastructure
- 3D** Fiscal Resiliency
- 4B** Operational efficiency, customer service, transparency
- 4D** Performance tracking and measurement

IT Strategic Initiatives

- 1. Customer Success
- 2. Infrastructure & Security
- 3. Communications
- 4. Engaged & Empowered Users
- 5. Usability & Access
- 6. Data Quality & Availability



IT STRATEGIC PLAN (2019-2021)

Mono County Information Technology



Mono County and the Town of Mammoth Lakes have a long-term commitment to technology – specifically the implementation of high-value, modern systems which follow industry best practices. Combined with a talented collection of staff, these systems provide unique opportunities to solve complex problems in creative ways, more adeptly manage information, and create a more efficient and cost effective way of doing business within a government agency. The focus of the Information Technology Strategic Planning effort is to gain a deep understanding of our business so that we can more carefully design how we operate and find more efficient means of doing so through the use of technology.

OUR MISSION

Empower our community by providing exceptional technology and customer service.

VISION

Deliver exceptional customer service

Provide a reliable modern infrastructure

Improve business processes through technology

Embrace and advance Best Practices

Seek out collaborative solutions

Value IT staff development, knowledge, individual needs

VALUES

Resourceful

Trustworthy

Competent

Positive

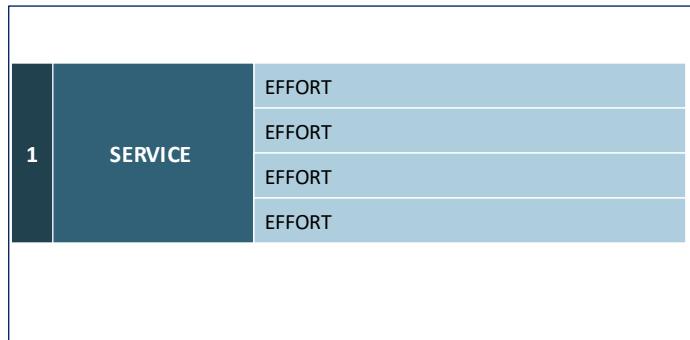
Diligent

Respectful

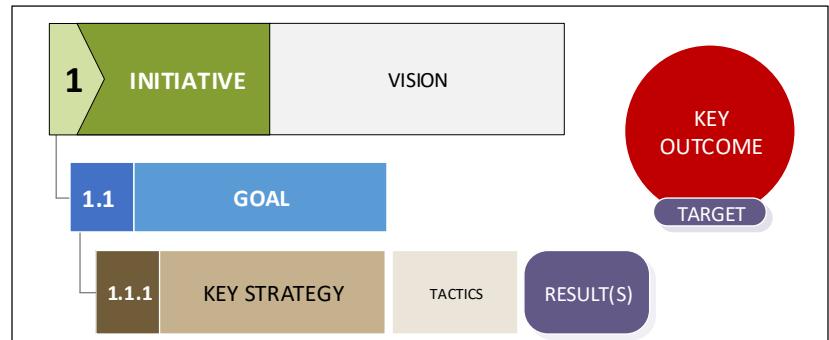
STRUCTURE OF THE PLAN

The 2018-2021 Mono County IT Strategic Plan is divided into two major sections: Core Services and Initiatives.

CORE SERVICES



INITIATIVES





IT STRATEGIC PLAN (2019-2021)

Mono County Information Technology



CORE SERVICES

The following are the Core Services which IT provides to the organization. These are the areas in which we will always be working to maintain our existing technology footprint and ensure a high level of service.

1	User Support & Help Desk	Timely & effective response Quality engagement experiences for users Work Order Management Self Help Portal	2	Infrastructure	Life-Cycle Management Standardized and integrated Core Service Business Continuity Disaster Response & Recovery
3	Communications	Stable network and reliable fast internet Integrated voice, video, chat communications Disaster ready communications systems Interoperable radio communications	4	Security & Compliance	Data and network protection Patches & updates State & Federal compliance Security training & education
5	Business Operations & Applications	Devices: Laptop, Desktop, Tablet... Project Management/Business Process improvement Industry standard application suites System integration & design	6	Technology for Public Engagement	Beautiful, modern website Intuitive civic engagement opportunities Open and transparent government resources Highly leveraged GIS for storytelling
7	Training & Education	TechResources Library On-Boarding Professional development & growth Peer mentoring	8	Policy, Practice & Leadership	Develop and maintain modern IT policies Look toward and implement best practices Maintain awareness of emerging trends Innovation

INITIATIVES

The IT Department is focused on work in three major Initiative areas as defined below.

1	Customer Success	Deploy and utilize technology which is transformative and empowers users to operate efficiently and effectively. Ensure technology is being used through high quality support, business process evaluation, and improvements.
2	Infrastructure & Security	Perpetuate our existing technology investments through maintenance, upgrades, and life-cycle management. Ensure a highly secure and stable environment which protects staff and constituent data and is designed around service delivery.
3	Communications	Deliver high quality telephony, voice, data, and radio communications for day-to-day operations and emergency response leveraging the opportunities provided by Digital 395 and other platforms.



IT STRATEGIC PLAN (2019-2021)

Mono County Information Technology



1

Customer Success

Deploy and utilize transformative technology which empowers users to operate efficiently and effectively.

Ensure technology is being used through high quality support, business process evaluation, and improvements.

1.1

Empower customers to effectively utilize the technology we deploy

1.1.1

Provide high quality customer support

Deploy a new Work Order Management System focused on transparency and customer interaction

Improve customer access to support staff through phone, live chat, SMS, etc.

Provide timely and direct response to customers regarding work orders and target resolution

Improved partnerships that ensure customer success

1.1.2

Improve overall project delivery and increase customer satisfaction

Utilize BA techniques to effectively gather requirements, refine needs, and develop project charters

Leverage Agile methodologies to improve project delivery and outcomes

Implement systems which provide transparency into work efforts

Projects delivered on-time to satisfied customers

1.1.3

Increase training for staff and provide self-help resources

Grow a TechLead program in order to further capabilities within each department

Build out a customer portal for technology resources and support initiation

Offer a diverse set of training opportunities that are informed by end-user needs

Knowledgeable staff with resources to solve typical IT issues

1.2

Utilize technologies and systems to improve business operations and better serve our constituents

1.2.1

Improve processes and operations through data-driven decision making

Help define key metrics for each department which describe operational effectiveness

Implement performance tracking systems to gather data and make informed decisions

Evaluate business processes for continuous improvement

Technology meets business needs and helps improve operations

1.2.2

Leverage technology to improve citizen engagement, interaction, and communication

Maintain and incrementally improve County website and other digital media resources

Utilize Citizen Engagement and feedback technologies for input on key decisions and efforts

Assist departments in using Granicus and other available tech to better connect with their customers

Engaged and informed citizenry with access to government

1.2.3

Leverage Enterprise and Business systems to improve operations

Evaluate each department's core business system(s) for needs, opportunities, and consolidation

Implement eSignature offering and integrate with enterprise document management system

Leverage Office 365 and SharePoint for collaboration, mobility, and productivity offerings

Resilient application infrastructure that meets all user's needs

OUTCOMES & MEASURES

Important public meetings are live streamed and recorded via Granicus

December 2019

70% of IT support resources are available in an online portal which reduces support requests by 30%

December 2019

75% of transactions occur on eSignature platform instead of via paper

December 2020

50% reduction in paper and printing costs across both organizations

December 2021



IT STRATEGIC PLAN (2019-2021)

Mono County Information Technology



2

Infrastructure & Security

Perpetuate our existing technology investments through maintenance, upgrades, and life-cycle management.

Ensure a highly secure and stable environment which protects staff and constituent data and is designed around service delivery.

2.1

Develop and support a modern work place with complementary technology

2.1.1

Physical workspace design based on user needs and complimentary technology

Participate in design phase of new facilities and offer guidance from a technology perspective

Advocate for adequate and resilient technology improvements in all facilities

Effective space and technology utilization which leverages modern work concepts & options

Facilities which reflect a modern workforce & technology use

2.1.2

Plan for business continuity and disaster recovery

Evaluate and develop BC/DR needs for each business line and their critical business functions

Work toward implementation of short and long term plans and processes

Increase awareness and training through regular exercise

Resilient workforce capable of supporting our constituents

2.2

Ensure a safe and secure work place

2.2.1

Protect personnel, data, and systems

Training, education, and awareness for IT and other personnel on security related topics

MFA, DLP, MDM, and Encryption governed by effective monitoring for data security

Leverage technology to improve physical and network security

People and data are protected

2.2.2

Improve response to security events

User engagement and awareness aimed at improving incident reporting

Empower the Cyber Incident Response Team to effectively respond to security incidents

Leverage local and national resources for effective and timely incident response

Events are responded to appropriately

OUTCOMES & MEASURES

98% of staff are resistant to phishing

December 2019

100% of Agency Owned Devices are encrypted

December 2020

Clearly defined and completely understood process for security incidents

December 2019

100% attendance in security trainings

December 2021



IT STRATEGIC PLAN (2019-2021)

Mono County Information Technology



3 Communications

Deliver high quality telephony, voice, data, and radio communications for day-to-day operations and emergency response leveraging the opportunities provided by Digital 395 and other platforms.

3.1 Deliver modern, reliable, and flexible communication technologies

3.1.1 Implement and leverage Unified Communications across the organization

Implement and integrate new County phone system; Look for opportunities to expand reach

Educate around opportunities for real-time collaboration and information sharing

Promote adoption of features and functions to improve communication and business processes

Communication tools are effectively used by staff

3.1.2 Maintain a reliable, secure, and modern network

Plan for and program network infrastructure upgrades

Monitor, optimize, and upgrade broadband service as needed

Deliver a high-capacity wireless network to all staff

High uptime with exceptional performance

3.1.3 Improved communications for disaster / emergency response

Integrate IP & radio to implement an emergency communications platform

Technology focused exercises centered around emergency preparedness and operations

Develop and deploy an EOC in a Box solution for recovery and response

Enhanced emergency communication and situational awareness

3.2 Improve upon and leverage public-facing communications and broadband investments

3.2.1 Support businesses, residents, and visitors in leveraging Digital 395 to diversify our economic base and improve quality of life

Partner with service providers to close infrastructure gaps and reach 98% access to Gigabit internet

Develop information and tools which help users make informed decisions and adopt broadband

Advise and support on Public WiFi offerings in appropriate communities

Informed and connected residents and visitors

OUTCOMES & MEASURES

99.9% network uptime for core infrastructure

December 2019

Phone system outages are reduced to planned maintenance

June 2019

98% of Mono County households have access to Gigabit internet

December 2021

Agency campuses are fully covered with WiFi commensurate with wired speeds

December 2020



GIS STRATEGIC PLAN (2019-2021)

GEOGRAPHIC INFORMATION SYSTEMS (GIS) DIVISION

Mono County Information Technology



Geographic Information Systems (GIS) have become a cornerstone of the technology services provided by Mono County Information Technology over the past 15 years. As mobility increases in the workforce, location awareness and a deeper understanding of geography is becoming paramount for everyday decision making across virtually every business line of our organization. The team that comprises the GIS Division at Mono County is committed to working collaboratively to deliver leading edge technology to internal staff, and the constituents we support. The following GIS Strategic Plan outlines the goals and methodology we will follow in this pursuit.

OUR MISSION

Use geography as a means for collaboration, transparency, and decision making.

STRUCTURE OF THE PLAN

The 2019-2021 Mono County GIS Strategic Plan is organized into three high-level Initiatives. Under each Initiative are a series of Goals, which are supported by Key Strategies and Tactics. Each of these main focus areas has associated Results, in addition to each Initiative a set of Key Outcomes.

The graphic to the right describes the visual layout of the plan which proceeds on the following pages.



INITIATIVES

This Strategic Plan focuses on three main Initiatives and associated Visions, as described below:

4	Usability & Access	Provide exceptional user experiences by delivering well-designed, modern, and fluid resources across various devices and locations.
5	Data Quality & Availability	Deliver consistent and accurate data to end users and constituents while continually working to improve quality and expand the reach of our datasets.
6	Engaged & Empowered Users	Cultivate, engage, and empower our users and constituents such that they can play a collaborative role in the development and maintenance of our datasets and improve the way we serve our communities.

These Initiatives are all ultimately aimed at delivering high quality data to our users through a variety of methods – namely focused applications or direct access to the data itself.

Our general approach is to leverage web-based technologies to facilitate near-real-time access to information, while simultaneously reducing or eliminating the impacts on GIS staff to produce such information.

Carrying out these Initiatives positions staff within our organization to make highly informed decisions based on high-quality information. It also positions Mono County in such a way that parties interested in conducting business, relocating, providing service, or otherwise engaging with us an organization have the best information available, with limited hassle to access it.

OUTCOMES AND MEASURES

Each of the Initiatives covered on the following pages features a series of immediate Results, as well as overall Outcomes which will be realized if efforts are successful in completing the work efforts.



GIS STRATEGIC PLAN (2019-2021)

GEOGRAPHIC INFORMATION SYSTEMS (GIS) DIVISION

Mono County Information Technology



4

Engaged and Empowered Users

Cultivate, engage, and empower our users and constituents such that they can play a collaborative role in the development and maintenance of our datasets and improve the way we serve our communities.

4.1 Integrate GIS as a key business system which assists with process improvement and operational efficiency

4.1.1 Leverage TechLeads as liaisons who engage for effective utilization of GIS within each department

Effectively engage departments to better understand business processes and user needs

Help SMEs develop applications which improve citizen engagement and outreach

Foster the use of emerging technologies and opportunities that may improve business operations

Empowered users who deliver appropriate and focused products

4.1.2 Eliminate barriers-to-entry for users such that GIS is more accessible and easier to use

Maintain the GIS User Group for disseminating information and seeking feedback

Produce written and video documentation and tutorials for all critical systems and key processes

Instill a level of awareness around GIS capacity as part of employee on-boarding and training

Extensive adoption of GIS across the organizations and among the public

4.2 Set a high-bar and lead by example where collaboration and engagement drive our work

4.2.1 Collaborate and coordinate with other agencies and key stakeholders

Participate in Regional User Group and similar meetings to share information and resources

Make tools, services, and resources available to partner agencies

Encourage partner agencies and stakeholders to adopt open standards for easy collaboration

Ready access to our data by others – and their data by us

4.2.2 Provide tools and resources that increase citizen and staff engagement and decrease staff demand

Provide a balanced application portfolio which addresses wide ranging user needs

Deploy easy to use web applications that are 'mobile first' and meet the needs of 90% of users

Design tools and applications which help our staff collect critical information from constituents

Engaged and informed citizens supported by simple applications

OUTCOMES & MEASURES

At least one Citizen Engagement application deployed for each agency

December 2019

Fully leveraged web GIS environment where all services are available on all devices from anywhere at any time

December 2020

SMEs in each department take responsibility for their data and online content

December 2021

Open standards based set of tools and data resources which can be fully leveraged

December 2021



GIS STRATEGIC PLAN (2019-2021)

GEOGRAPHIC INFORMATION SYSTEMS (GIS) DIVISION

Mono County Information Technology



5

Usability & Access

Provide exceptional user experiences by delivering well-designed, modern, and fluid resources across various devices and locations.

5.1

Improve security by implementing consistent and pervasive authentication experiences

5.1.1

Deploy a solution which provides a unique login for each user or entity

Integrate existing Active Directory stores and other identity stores using industry standard products

Implement a unified identity store across all applications and services

Audit existing security and access and minimize shared accounts and privileges

All users provided a 'Single Sign On' experience

5.1.2

Effectively protect applications and datasets

Implement and integrate industry standard Multi-Factor Authentication tools

Ensure proper security settings and permissions for all applications and datasets

Provide a seamless & secure access experience for Public Safety personnel on mobile devices

A highly secure & highly dependable application environment

5.2

Develop & deploy web and mobile apps that are focused, easy to use, current, and well-presented

5.2.1

Emphasize modern digital mapping, while simultaneously minimizing printed products

Deploy requested maps as web services with beautiful cartography that meets user needs

Leverage automation tools to deliver commonly accessed maps in an on-demand manner

Implement on-demand print/output tools for all web apps enabling dynamic PDF and print outputs

Increased portability and access to information; Reduced paper

5.2.2

Provide tools and resources that increase citizen and staff engagement and decrease demand on staff

Provide a balanced application portfolio which addresses wide ranging user needs

Deploy easy to use web applications that are 'mobile first' and meet the needs of 90% of users

Design tools and applications which help our staff collect critical information from constituents

Focused applications which support informed and engaged citizens

5.2.3

Develop, deploy, train, and leverage applications, online resources, and associated information for improved emergency preparedness & response

Public facing content focused on emergency preparedness (and response – if needed)

Robust application suite geared around supporting first responders during emergencies

Consistent framework for communication across and between allied agencies around emergencies

Prepared public & staff who can effectively react to emergencies

OUTCOMES & MEASURES

All users will have unique and pervasive credentials that leverages SSO & can be integrated with MFA solutions.

December 2019

A web portal integrated with agency websites where users can find everything they need in 3 Clicks or Less.

June 2019

Preparedness Portal which provides constituents with key information around emergency readiness

December 2020

Comprehensive data catalog where 90% of core agency datasets can be downloaded or directly connected to.

December 2020

Deliver consistent and accurate data to end users and constituents while continually working to improve quality and expand the reach of our datasets.


6.1 Provide useful, accurate, accessible, and consistently maintained data to users and constituents

6.1.1	Maintain data in its native and authoritative system	Establish and adhere to guidelines for where data is to be stored - consolidate data as needed	Provide direct access to data using web services and applications whenever possible	Implement distributed database technology that helps ensure continuous data access	High availability of authoritative data via standardized interfaces
6.1.2	Ensure data quality in all business systems through regular updates, and seamless integration	Leverage SMEs or TechLeads in departments for data quality and consistency review	Update data in siloed business systems from authoritative sources on a regular basis	Develop and maintain current and descriptive metadata for all data products	Consistent and accurate data exists in all business systems
6.1.3	Facilitate clean-up of core data sets	Clean up geometry and attributes in the Parcel Fabric and other core data sets	Perform analysis nightly to identify data quality issues	Utilize interns where possible for data review and update efforts	Accurate data sets in an established maintenance program
6.1.4	Minimize future errors by implementing quality control measures	Develop solid SOPs, workflows, and business processes to ensure consistency in editing	Utilize software functions to better manage edit sessions and ensure data quality	Implement Linear Referencing and Associated Fabric Classes for relevant data sets	Consistent, standard, and fully developed data meeting best practices

6.2 Leverage high quality data for informed, analytic-based decision making

6.2.1	Deploy customer-facing applications and web resources allowing users to quickly and clearly interact with data	Develop an understanding of customer needs for effective design	Leverage dashboards, modules, and standardized interfaces for users to visualize & analyze	Utilize COTS and OOB technologies that are matched with user skill level and needs	Modular, reusable, and effective tools inform decisions and breakdown silos
6.2.2	Improve access to data by implementing data portals, enterprise-level search tools, and other externally-facing transparency tools	Consolidate geospatial data, maps, and applications in one easy-to-use location	Integrate data and associated information into the County & Town's websites	Deploy an enterprise search tool which allows customers to easily and quickly find data & information	Easy access to authoritative datasets and information

OUTCOMES & MEASURES

Dashboards deployed for operations within the Public Safety and Public Works departments

December 2019

Enterprise Search functionality allowing constituents to find any information in 3 Clicks or Less

December 2020

An implemented Quality Control system resulting in 90% error reduction identified during nightly update scripts

December 2021

In all of the departments using GIS, a SME is maintaining departmental datasets

December 2021



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 19, 2019

TIME REQUIRED

SUBJECT Closed Session - Human Resources

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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