



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO

STATE OF CALIFORNIA

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.
Meeting Location: Mono Lake Room, 1st Fl., County Civic Center, 1290 Tavern Rd., Mammoth Lakes, CA
93546

Regular Meeting

February 21, 2023

TELECONFERENCE INFORMATION

This meeting will be held both in person and via teleconferencing with some members of the Board possibly attending from separate teleconference and remote locations. As authorized by AB 361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings.

The following teleconference locations will be available to the public:

1. First and Second Meetings of Each Month in the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
2. Third Meeting of Each Month in the Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
3. Zoom Webinar.

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

To join the meeting by computer:

Visit <https://monocounty.zoom.us/j/89148662197> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 89148662197.

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

To join the meeting by telephone: Dial (669) 900-6833, then enter Zoom Webinar ID 891 4866 2197. To provide public comment, press *9 to raise your hand and *6 to mute/unmute.

If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting:

http://monocounty.granicus.com/MediaPlayer.php?publish_id=c990fc2b-61b3-451f-a38e-a0074e365b18

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

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517) and online at <http://monocounty.ca.gov/bos>. Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board and online.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

2. RECOGNITIONS - NONE

3. COUNTY ADMINISTRATIVE OFFICER

CAO Report regarding Board Assignments

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

4. DEPARTMENT/COMMISSION REPORTS

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

5. CONSENT AGENDA

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

A. Re-Appointment to Mono County Child Care Council

Departments: Clerk of the Board

The re-appointment of Jacinda Croissant for a two-year term expiring February 21, 2024 to the Mono County Child Care Council.

Recommended Action: Re-appoint Jacinda Croissant to the Mono County Child Care Council, for a two-year term expiring February 21, 2024.

Fiscal Impact: None.

B. Planning Commission Appointments

Departments: Community Development Department

Nominations for reappointment to a four-year term on the Mono County Planning Commission.

Recommended Action: Reappoint Chris Lizza, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Salcido; and Reappoint Patricia Robertson, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Kreitz.

Fiscal Impact: None. The adopted budgets account for Planning Commission meetings.

C. Data Sharing Agreement with California Health and Wellness Plan

Departments: Behavioral Health

Proposed contract with California Health and Wellness Plan pertaining to bi-directional Data Sharing required by the Department of Health Care Services.

Recommended Action: Approve contract with California Health and Wellness Plan for the provision of bi-directional Data Sharing from December 31, 2022, for a 1 year term renewing automatically for one year periods for up to 5 years, and authorize the Behavioral Health Director to execute said contract on behalf of the County.

Fiscal Impact: None.

D. Revised Waste Disposal Agreement with D&S Waste Removal, Inc.

Departments: Public Works - Solid Waste

Proposed revised contract with D&S Waste Removal, Inc., pertaining to the disposal of waste collected in unincorporated areas of Mono County.

Recommended Action: Approve, and authorize Chair to sign, revised contract with D&S Waste Removal, Inc. for Waste Disposal services for the period January 1, 2023 through December 31, 2033.

Fiscal Impact: Avoidance of up to \$75,000/year in additional disposal costs.

E. Resolution to Allow Easy Smart Pay Service

Departments: Finance

Resolution to use the Easy Smart Pay Service as an option for Mono County taxpayers to pay property taxes in monthly installments.

Recommended Action: Approve the Resolution, to use the Easy Smart Pay Service as an option for Mono County taxpayers to pay property taxes in monthly installments.

Fiscal Impact: The fee waiver will result in a revenue loss of \$37.00 per requested tax roll file. On an annual basis with no more than 12 files per year being remitted, the revenue loss is \$444.00.

F. Wastewater Sampling MOU with Mammoth Community Water District

Departments: Public Health

Approval of proposed, revised MOU between Mono County and the Mammoth Community Water District for wastewater sampling and analysis to detect infectious diseases.

Recommended Action: Approve revised MOU between Mono County and the Mammoth Community Water District for wastewater sampling and analysis to detect infectious diseases for the period January 20, 2023, to June 30, 2024. The term may be extended for subsequent one or two-year terms by mutual written consent of the Parties.

Fiscal Impact: There is no immediate fiscal impact associated with this request.

6. CORRESPONDENCE RECEIVED - NONE

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

7. REGULAR AGENDA - MORNING

A. February 28, 2023 Termination of Local Emergency for COVID-19

Departments: Public Health

5 minutes

(Dr. Caryn Slack, Public Health Officer) - Proposed resolution terminating local emergencies related to COVID-19, effective February 28, 2023.

Recommended Action: Adopt proposed Resolution terminating local health emergency related to COVID-19, declared by the Mono County Health Officer on March 15, 2020, and ratified by the Board of Supervisors on March 17, 2020 and terminating local emergency declared by the Board of Supervisors on March 17, 2020. Provide any desired direction to staff.

Fiscal Impact: Although the termination ends eligibility for FEMA reimbursement, such reimbursements have been minimal as COVID-19 activities wind down.

B. Midyear Budget Report Fiscal Year 2022-23

Departments: CAO

30 minutes

(Megan Chapman, Budget Officer) - The Midyear budget report provides a summary of the Fiscal Year 2022-23 Adopted Budget, an overview of elements that influence budget, review of balances available for future appropriations and a brief description of requested budget adjustments/allocation list changes needed to provide services through June 30, 2023.

Recommended Action: Approve FY 2022-23 Appropriation Transfer Requests, as presented or amended. Approve Resolution adopting a schedule for position classifications in conjunction with the adoption of the FY 2022-23 Midyear budget adjustment, as presented or amended.

Fiscal Impact: If approved, this item will use contingency funds of \$66,000, leaving \$397,660 for use for the remaining months of June 30, 2023.

C. 2023 Mono County Capital Improvement Plan (CIP)

Departments: Public Works

1 hour

(Paul Roten, Public Works Director, Janet Dutcher, Finance Director) - Workshop for developing the list of projects on the proposed 2023 Mono County five-year Capital Improvement Plan and programming of available financial resources.

Recommended Action: Review draft 2023 Mono County's five-year Capital Improvement Plan and discuss list of projects and associated funding resources. Provide any desired direction to staff.

Fiscal Impact: The first year of the CIP affects numerous budgets in the coming FY 2023-24 budget. Each item that affects the budget will be brought to the Board as the projects move forward and as the County's FY 2023-24 budget is developed. The CIP also affects programing of resources to projects.

D. Salary Matrix Amendment - New Position of Road Operations Superintendent

Departments: CAO; HR

5 minutes

(Stacey Simon, Acting CAO) - Proposed resolution adopting a revised salary matrix applicable to at-will and elected department heads to eliminate the position of Roads Operations and Fleet Superintendent (Range 14) and add the position of Road Operations Superintendent (Range 11), superseding and replacing resolution R23-009 and making non-substantive corrections.

Recommended Action: Adopt proposed resolution approving a revised salary matrix applicable to at-will and elected department heads to eliminate the position of Roads Operations and Fleet Superintendent (Range 14) and add the position of Road Operations Superintendent (Range 11), superseding and replacing resolution R23-009 and making non-substantive corrections. Provide any

desired direction to staff.

Fiscal Impact: None.

E. Employment Agreement - Road Operations Superintendent

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Proposed resolution approving a contract with Steve Reeves as Road Operations Superintendent, and prescribing the compensation, appointment and conditions of said employment.

Recommended Action: Announce Fiscal Impact. Adopt Resolution, approving a contract with Steve Reeves as Road Operations Superintendent, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Fiscal Impact: Total cost of salary and benefits for FY 2022-23 is \$135,344, of which \$101,541 is salary, and \$33,847 is benefits. The prorated amount for the remainder of FY 2022-23 is \$45,114, of which \$33,847 is salary and \$11,268 is benefits. This is included in the Public Works approved budget.

8. CLOSED SESSION

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Bob Lawton, Stacey Simon, Janet Dutcher, Patty Francisco, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Exposure to Litigation

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

C. Closed Session - Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Titles: Acting County Administrator and Interim Assistant County Administrator.

9. BOARD MEMBER REPORTS

The Board may, if time permits, take Board Reports at any time during the

meeting and not at a specific time.

ADJOURN



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Re-Appointment to Mono County
Child Care Council

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

The re-appointment of Jacinda Croissant for a two-year term expiring February 21, 2024 to the Mono County Child Care Council.

RECOMMENDED ACTION:

Re-appoint Jacinda Croissant to the Mono County Child Care Council, for a two-year term expiring February 21, 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Kevin Lian

PHONE/EMAIL: 7609325538 / klian@monocoe.org

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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

History

Time	Who	Approval
2/8/2023 5:01 PM	County Counsel	Yes
2/1/2023 3:39 PM	Finance	Yes
2/16/2023 4:57 PM	County Administrative Office	Yes

Mono County Child Care Council



www.monocccc.org

January 25, 2023

To: Mono County Board of Supervisors
From: Kevin Lian, Coordinator, Mono County Child Care Planning Council
Re: Reappointment to the Mono County Child Care Council for Jacinda Croissant

Dear Supervisors:

At the Mono County Child Care Council meeting on January 12, 2023, council members voted unanimously to approve the renewal of a two-year membership for Jacinda Croissant (Mono County Department of Public Health) in the membership category of Public Agency Representatives.

Previously, Jacinda was appointed by the Mono County Board of Supervisors on October 22, 2020. Her term ended on October 22, 2022. If confirmed, Jacinda's new term will begin on the date of a signed confirmation of this document and continue for two years.

As such, pursuant to California Welfare and Institutions Code section 10485-10487, the Mono County Child Care Planning Council requests the Mono County Board of Supervisors to confirm Jacinda Croissant's reappointment.

Thank you for your consideration of this request.

Sincerely,

Kevin Lian
Coordinator, Mono County Child Care Council
klian@monocoe.org

X

Mono County Board of Supervisors

Name **Date**



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Community Development Department

TIME REQUIRED

SUBJECT Planning Commission Appointments

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Nominations for reappointment to a four-year term on the Mono County Planning Commission.

RECOMMENDED ACTION:

Reappoint Chris Lizza, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Salcido; and Reappoint Patricia Robertson, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Kreitz.

FISCAL IMPACT:

None. The adopted budgets account for Planning Commission meetings.

CONTACT NAME: Wendy Sugimura

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> staff report & attachment</p>
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History

Time	Who	Approval
2/8/2023 5:02 PM	County Counsel	Yes
2/7/2023 9:07 AM	Finance	Yes
2/16/2023 7:29 AM	County Administrative Office	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 21, 2023

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

RECOMMENDATION:

1. Reappoint Chris Lizza, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Salcido; and
2. Reappoint Patricia Robertson, with term expiring March 1, 2027, to the Mono County Planning Commission as recommended by Supervisor Kreitz.

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, 2023. The next regularly scheduled Planning Commission meeting at which the new commissioners would be seated is March 16, 2023.

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; 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 3) 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 Salcido is again nominating him for reappointment to a new four-year term. Mr. Lizza is a resident of Lee Vining, and previously served on the Mono Basin Regional Planning Advisory Committee.

Commissioner Patricia Robertson was initially appointed by Supervisor Kreitz in 2019 and is again nominated for reappointment to a new four-year term. Mrs. Robertson is a resident of Mammoth Lakes and is the Executive Director of Mammoth Lakes Housing and Secretary to the Mammoth Lakes Housing Board of Directors.

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 21, 2023

Departments: Behavioral Health

TIME REQUIRED

SUBJECT Data Sharing Agreement with
California Health and Wellness Plan

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed contract with California Health and Wellness Plan pertaining to bi-directional Data Sharing required by the Department of Health Care Services.

RECOMMENDED ACTION:

Approve contract with California Health and Wellness Plan for the provision of bi-directional Data Sharing from December 31, 2022, for a 1 year term renewing automatically for one year periods for up to 5 years, and authorize the Behavioral Health Director to execute said contract on behalf of the County.

FISCAL IMPACT:

None.

CONTACT NAME: Robin Roberts

PHONE/EMAIL: 760-924-1729 / rroberts@mono.ca.gov

SEND COPIES TO:

dmurray@mono.ca.gov and jworkman@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> MHP Data Sharing Agreement

History

Time

Who

Approval

2/13/2023 5:13 PM	County Counsel	Yes
1/31/2023 1:32 PM	Finance	Yes
2/14/2023 7:58 AM	County Administrative Office	Yes



MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT

COUNTY OF MONO

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

TO: Mono County Board of Supervisors
FROM: Robin Roberts, Mono County Behavioral Health, Director
DATE: February 21 2023

SUBJECT:

Data Exchange/Data Sharing Agreement with California Health and Wellness Plan

RECOMMENDED ACTION:

Approve County entry into proposed Data Sharing Agreement and authorize Behavioral Health Director to execute said contract on behalf of the County. Provide any desired direction to staff.

DISCUSSION:

The purpose of this Agreement is to address, in detail, the CalAIM Data Sharing Authorization Guidance dated March 2022, which sets out specific guidance that supports data sharing between Managed Care Plans (MCPs), health care providers, community-based social and human services providers, local health jurisdictions, and county and other public agencies that provide services and managed care under CalAIM.

FISCAL IMPACT:

There is no fiscal impact related to this MOU.

SUBMITTED BY:

Danielle Murray, Staff Services Analyst ,760.924.4637

DATA EXCHANGE/DATA SHARING AGREEMENT

Exchange of Information, Including PHI, Related to the Beneficiaries Receiving Behavioral Health (BH) and Substance Use Disorder or Drug Medical Organized Delivery System (SUD/DMC-ODS) Services

This DATA EXCHANGE/DATA SHARING AGREEMENT (“AGREEMENT”) is made and entered into by and between the COUNTY OF MONO, a Political Subdivision of the State of California, hereinafter referred to as “COUNTY” and California Health and Wellness Plan, (“CHWP”), a health maintenance organization, whose address is 4191 E. Commerce Way, Sacramento, California 95834, (collectively the “Parties” and individually “Party”) in order to implement certain provisions of Title 9 of the California Code of Regulations (“CCR”).

WHEREAS, COUNTY through its Department of Behavioral Health is a Mental Health Plan hereinafter referred to as “MHP”, as defined in Title 9 CCR, section 1810.226 and is required by the State Department of Mental Health (“DMH”) and the Department of Health Care Services (“DHCS”) to enter into a Data Sharing Agreement with any Medi-Cal managed care plan providing health care services to MHP Medi-Cal beneficiaries in accordance with Title 9 CCR; and

WHEREAS, nothing contained herein shall add to or delete from the services required by COUNTY or CHWP under each individual Party’s agreement with the State (“State”) of California or the provisions of State or federal law. COUNTY and CHWP agree to perform required services under said agreements with the State, to the extent not inconsistent with laws and regulations; and

WHEREAS, this AGREEMENT cannot conflict with MHP’s obligations in the State/County MHP Contract, CCR Title 9, and the State Plan for the rehabilitation and Targeted Case Management outpatient; and

WHEREAS, all references in this AGREEMENT to “members” are limited to individuals assigned to or enrolled in CHWP health plan.

WHEREAS, the Centers for Medicare and Medicaid Services (CMS) approved Medicaid authorities for the California Advancing and Innovating Medi-Cal program (CalAIM).

WHEREAS, CalAIM initiatives, Enhanced Care Management (ECM), and Community Supports (CS), build upon California’s previous Medi-Cal initiatives, including Whole Person Care (WPC) pilots and the Health Homes Program (HHP) to meet the care needs for complex care populations by addressing the physical, behavioral, and social needs of Medi-Cal members; and

WHEREAS, the Department of Health Care Services (“DHCS”) issued CalAIM Data Sharing Authorization Guidance dated March 2022, setting out specific guidance that supports data sharing between Managed Care Plans (MCPs) health care providers, community-based social and human service providers, local health jurisdictions, and county and other public agencies that provide services and managed care under CalAIM; and

WHEREAS, the CalAIM Incentive Payment Program is intended to support the implementation and expansion of ECM and Community Supports by incentivizing managed care plans (MCPs), in accordance with 42 CFR Section 438.6(b), to drive MCP delivery system investment in provider capacity and delivery system infrastructure; bridge current silos across physical and behavioral health care service

delivery; reduce health disparities and promote health equity; achieve improvements in quality performance; and encourage take-up of Community Supports; and

WHEREAS, the Housing and Homelessness Incentive Program (HHIP) is a voluntary Medi-Cal Managed Care Plan (MCP) Incentive Program that aims to improve health outcomes and access to whole person care services by addressing housing insecurity and instability as social determinants of health for the Medi-Cal population; and

WHEREAS, the California Advancing and Innovating Medi-Cal (CalAIM) Behavioral Health Quality Improvement Program (BHQIP) is focused on implementation of payment reform, behavioral health policy changes, and bi-directional data exchange between systems of care for the purpose of improving quality and behavioral health outcomes and care coordination for Medi-Cal beneficiaries.

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the Parties hereto agree as follows:

1. TERM

This AGREEMENT shall become effective retroactively the 31st day of December 2022 for a one (1) year term and shall thereafter automatically renew for one (1) year periods for up to five (5) years.

2. TERMINATION

A. Non-Allocation of Funds. The terms of this AGREEMENT, and the services to be provided thereunder, are contingent on the approval of funds by the appropriating government agency. Should sufficient funds not be allocated, the services provided may be modified, or this AGREEMENT terminated at any time by giving CHWP sixty (60) days advance written notice.

B. Without Cause. Under circumstances other than those set forth above, this AGREEMENT may be terminated by CHWP or COUNTY or Director of COUNTY's Department of Behavioral Health, or designee, upon the giving of sixty (60) days advance written notice of an intention to terminate.

3. COMPENSATION

The program responsibilities conducted pursuant to the terms and conditions of this AGREEMENT shall be performed without the payment of any monetary consideration by CHWP or COUNTY, one to the other.

4. INDEPENDENT CONTRACTOR

In performance of the work, duties and obligations assumed by CHWP under this AGREEMENT, it is mutually understood and agreed that CHWP, including any and all of CHWP's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner, or associate of COUNTY. Furthermore, COUNTY shall have no right to control or supervise or direct the manner or

method by which CHWP shall perform its work and function. However, COUNTY shall retain the right to administer AGREEMENT to verify that CHWP is performing its obligations in accordance with the terms and conditions thereof. CHWP and COUNTY shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters which are directly or indirectly the subject of this AGREEMENT.

Because of its status as an independent contractor, CHWP shall have absolutely no right to employment rights and benefits available to COUNTY employees. CHWP shall be solely liable and responsible for providing to, or on behalf of, its employees all legally required employee benefits. In addition, CHWP shall be solely responsible and save COUNTY harmless from all matters relating to payment of CHWP's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of this AGREEMENT, CHWP may be providing services to others unrelated to the COUNTY or to this AGREEMENT.

5. HOLD-HARMLESS

Each of the Parties hereto shall be solely liable for negligent or wrongful acts or omissions of its officers, agents and employees occurring in the performance of this AGREEMENT, and if either Party becomes liable for damages caused by its officers, agents, or employees, it shall pay such damages without contribution by the other Party. Each Party hereto agrees to indemnify, defend (if requested by the other Party) and save harmless the other Party, its officers, agents, and employees from any and all costs and expenses, including attorney fees and court costs, claims, losses, damages, and liabilities proximately caused by the Party, including its officers, agents, and employees, solely negligent or wrongful acts or omissions. In addition, either Party agrees to indemnify the other Party for Federal, State and/or local audit exceptions resulting from noncompliance herein on the part of the other Party.

6. DISCLOSURE OF SELF-DEALING TRANSACTIONS

Members of CHWP Board of Directors shall disclose any self-dealing transactions that they are a party to CHWP while CHWP is providing goods or performing services under this AGREEMENT. A self-dealing transaction shall mean a transaction to which CHWP is a party and in which one or more of its directors has a material financial interest. Members of the Board of Directors shall disclose any self-dealing transactions to which they are a party.

7. CONFIDENTIALITY

All responsibilities performed by the Parties under this AGREEMENT shall be in strict conformance with all applicable Federal, State and/or local laws and regulations relating to confidentiality (local laws and regulations, still have to abide by state laws).

8. NON-DISCRIMINATION

During the performance of this AGREEMENT, CHWP shall not unlawfully discriminate against any employee or applicant for employment, or recipient of services, because of race, religion, color, national origin, ancestry, physical disability, medical condition, sexual orientation, marital status, age, or gender, pursuant to all applicable State and Federal statutes and regulations (local laws and regulations, still have to abide by state laws).

9. AUDITS AND INSEPCIONS

Each Party shall, at any time upon reasonable notice during business hours, and as often as may be deemed reasonably necessary, make available for examination by the other Party, State, local, or federal authorities all of its records and data with respect to the matters covered by this AGREEMENT as may be required under State or federal law or regulation or a Party’s contract with a State agency.

10. NOTICES

The persons having authority to give and receive notices under this AGREEMENT and their addresses include the following:

<u>California Health and Wellness:</u>	<u>COUNTY:</u>
<u>California Health and Wellness</u>	<u>COUNTY OF MONO- Robin Roberts</u>
<u>4191 E. Commerce Way</u>	<u>PO BOX 2619</u>
<u>Sacramento, CA 95834</u>	<u>Mammoth Lakes, CA 95969</u>

or to such other address as such Party may designate in writing.

Any and all notices between COUNTY and CHWP provided for or permitted under this AGREEMENT or by law, shall be in writing and shall be deemed duly served when personally delivered to one of the Parties, or in lieu of such personal service, when deposited in the United States Mail, postage prepaid, addressed to such Party.

11. GOVERNING LAW

The Parties agree that for the purposes of venue, performance under this AGREEMENT is to be in Mono County, California.

The rights and obligations of the Parties and all interpretation and performance of this AGREEMENT shall be governed in all respects by the provisions of California Department of Health Care Services’ officially policy letters and the laws and regulations of the State of California.

12. PURPOSE

This AGREEMENT addresses how COUNTY and CHWP will coordinate care of Beneficiaries with behavioral health (BH) and substance use disorder (SUD), as well as member match on homelessness and housing status. Individuals with BH and SUDs have substantially higher morbidity and mortality associated with physical health problems than the general public. For many of these individuals, accessing physical healthcare services independently is a challenge and their BH and SUD service provider functions as their primary connection to the overall healthcare system.

In order to coordinate care for such Beneficiaries, the Parties must identify those Beneficiaries who are enrollees of CHWP and clients of COUNTY and its contracted Providers (“Common Members”). This AGREEMENT documents how the Parties will share information to: (a) identify Common Members in compliance with the requirements of all applicable Federal and State laws and regulations; and (b) provide coordinated care to the Common Members.

13. DATA MATCHING

Performing a data match to identify Common Members and transmitting the results to the entities providing services to the Common Members helps achieve two important results:

- a. The matched data can help alert healthcare providers to ongoing BH and SUD needs and interventions in Common Members. These BH and SUD needs, and interventions may have impact on their physical healthcare, and providing the information may facilitate consultation and collaboration between health, BH and SUD providers that can improve the health status and treatment outcomes of those served.
- b. Results of this match would also provide COUNTY with information that would allow COUNTY BH and SUD Providers to more efficiently and effectively facilitate access to much needed physical healthcare services for Common Members by identifying available primary care resources.
- c. Results of matching may also provide COUNTY with information that would allow CHWP and COUNTY to more efficiently and effectively member match on homelessness and housing status to better coordinate care and facilitate access to housing for Common Members by identifying available housing resources and coordinating linkages to housing supports and services.

14. PROTOCOLS GOVERNING THE EXCHANGE OF INFORMATION

CHWP shall provide to COUNTY the data described in Exhibits B and C, CHWP Beneficiary Data Exchange Protocols (“Protocols”). COUNTY shall use this data solely to determine whether Beneficiaries are Common Members.

- a. For those Beneficiaries who are determined to be Common Members, COUNTY and CHWP shall use the data for the purposes of coordinating care.
- b. For those Beneficiaries who are determined not to be Common Members, COUNTY and CHWP shall not use the data for any other purposes and shall return it to CHWP and remove it from all Systems where the data was used or stored.

CHWP and COUNTY have reviewed the attached Protocols and agree that the data described in the Protocol complies with the minimum necessary standard for both HIPAA and 42 C.F.R. Part 2.

The Parties shall comply with the Health Insurance Portability and Accountability Act (HIPAA) Security Rule and 42 C.F.R. Part 2 in transmitting, receiving, and maintaining Protected Health Information (PHI) exchanged in accordance with the Protocol.

The Parties shall ensure that client releases of information are in place via a release form which is compliant with both HIPAA and 42 C.F.R. Part 2.

The Parties shall establish a 42 C.F.R. Part 2-compliant consent management system to provide a sharing platform that meets local, state, and federal rules and regulations for exchanging BH and SUD information.

15. HIPAA OBLIGATIONS OF THE PARTIES

CHWP and COUNTY acknowledge that each is a covered entity under HIPAA, and each acknowledges their independent obligations to comply with HIPAA.

Each party represents that it has implemented reasonable safeguards to protect the privacy and security of PHI, (including, but not limited to, electronic PHI), received from or transmitted by the other party and to prevent unpermitted uses or disclosures of such PHI.

16. BUSINESS ASSOCIATE OBLIGATIONS

The Parties acknowledge that for the purposes of conducting the data matching, COUNTY shall be acting in the capacity of a Business Associate of CHWP, with respect to the receipt of PHI for Beneficiaries who are not Common Members.

The Parties shall enter into a Business Associate Agreement for the data matching requirements.

Upon completion of the data matching, COUNTY shall not retain any PHI for CHWP Beneficiaries who are not Common Members. Such PHI shall be destroyed or returned in accordance with the terms of the Business Associate Agreement.

17. TERMS

The technical implementation outlined in the AGREEMENT will commence upon the adoption of a Universal Release Form and associated protocol by CHWP and COUNTY.

If the Universal Release Form and associated protocol are configured through a Health Information Exchange (HIE), then the data sharing process may be modified to align with HIE functionality.

18. ENTIRE AGREEMENT

This AGREEMENT including all Exhibits and Attachments set forth below constitutes the entire AGREEMENT between CHWP and COUNTY with respect to the subject matter hereof and supersedes all previous agreement negotiations, proposals, commitments, writings, advertisements, publications, and understandings of any nature whatsoever unless expressly included in this AGREEMENT. In the event of a conflict or inconsistency between this AGREEMENT and any Exhibit, this AGREEMENT shall control.

**THIS AGREEMENT CONTAINS A BINDING ARBITRATION PROVISION
THAT MAY BE ENFORCED BY THE PARTIES.**

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date set forth beneath their respective signatures.

California Health and Wellness

County of Mono

(Legibly Print Name of Provider)

Signature:

Signature:



Print Name: Martha Santana-Chin

Print Name:

Title: Medicare and Medi-Cal President

Title:

Date: 1/17/23

Date:

Tax Identification Number: 956005661

Approved for Contract Policy Compliance, Contracts by:

Approved as to Form, County Counsel by:

Included in Agreement	Attachment/Exhibit
X	Exhibit A: California Data Exchange Framework (DxF) Data Sharing Agreement Language
X	Exhibit B: CHWP Beneficiary Data Exchange Protocol – Behavioral Health and SUD Services Data
X	Exhibit C: CHWP Beneficiary Data Exchange Protocol – Housing Status and Housing Program/Services Data
X	Exhibit D: Certificate of Data Destruction

EXHIBIT A
DATA SHARING AGREEMENT

(CALIFORNIA DATA EXCHANGE FRAMEWORK (DxF) DATA SHARING AGREEMENT)

1. PARTIES

(a) “The “Parties”, in accordance with this single Data Sharing Agreement (DSA) are required or can elect to exchange Health and Social Information, as defined by this DSA within the State of California.”

2. PURPOSE AND INTENT

(a) California Health and Safety Code § 130290 was enacted in 2021 and establishes the creation of the California Health and Human Services Data Exchange Framework and requires certain datasharing among entities as set forth in California Health and Safety Code § 130290(f) on or before January 31, 2024. California Health and Safety Code § 130290 also provides for the California Health and Human Services Agency to encourage the inclusion of county health, public benefit, and social services as part of the Data Exchange Framework.

(b) Welfare and Institutions Code §14184.102 and Penal Code §4011.11, were also enacted in 2021 to support CalAIM and the sharing of information between County Agencies and the Managed Care Plan;

(c) Department of Health Care Services (“DHCS”) issued CalAIM Data Sharing Authorization Guidance dated March 2022, setting out specific guidance that supports data sharing between Managed Care Plans (MCPs) health care providers, community-based social and human service providers, local health jurisdictions, and county and other public agencies that provide services and managed care under CalAIM;

(d) This Agreement addresses how the Parties will share information to coordinate care of Medi-Cal Members while supporting CalAIM initiative and remaining in compliance with all applicable federal and state laws.” (local laws and regulations, still have to abide by state laws). This Agreement sets forth a common set of terms, conditions, and obligations to support secure real-time access to, or exchange of Information (as defined below) between and among the parties. Nothing in this Agreement is intended to replace or supersede any existing or future agreement between or among the Party that provides for more extensive data exchange than that required under this Agreement.

3. DEFINITIONS

“**Agreement**” shall mean this Data Sharing Agreement.

“**Applicable Law**” shall mean all federal, state, local, or tribal laws and regulations then in effect and applicable to the subject matter herein. For the avoidance of doubt, federal government entities are only subject to federal law.

“**Authorization**” shall have the meaning and include the requirements set forth at 45 CFR § 164.508 of the HIPAA Regulations and at Cal. Civ. Code § 56.05. The term shall include all requirements for

obtaining consent to disclose confidential substance abuse disorder treatment records as set forth in 42 C.F.R. Part 2, when applicable, and shall include any additional requirements under Applicable Law to disclose PHI or PII.

“Behavioral Health Services” or “Behavioral Health” - Mental Health Services provided pursuant to Section 51341 of Title 22 of the California Code of Regulations and Drug Medi-Cal substance abuse services provided pursuant to Section 51341.1 of Title 22 of the California Code of Regulations and any mental health benefits and substance abuse available under the Medi-Cal Program. **“Breach”** shall mean the unauthorized acquisition, access, disclosure, or use of Health and Social Services Information as set forth in the Policies and Procedures.

“Confidentiality of Medical Information Act” or “CMIA” - A State law, California Civil Code Section 56 et. seq., which governs the confidentiality of medical information, as defined therein; this law specifies when medical information is required and permitted to be disclosed by health care providers and others.

“Confidential Party Information” shall mean proprietary or confidential materials or information of a party in any medium or format that a party labels as such upon disclosure or that given the nature of the information or the circumstances surrounding its disclosure, reasonably should be considered confidential. Notwithstanding any label to the contrary, Confidential Party Information does not include any information which is or becomes known publicly through no fault of the party to which such information is disclosed (a **“Receiving Party”**); is learned of by a Receiving Party from a third party entitled to disclose it; is already known to a Receiving Party before receipt from the disclosing party as documented by the Receiving Party’s written records; or is independently developed by a Receiving Party without reference to, reliance on, or use of the disclosing Participant’s Confidential Participant Information.

“Covered Entity” shall have the meaning set forth at 45 C.F.R. § 160.103 and shall also include the following as these terms are defined in California Civil Code § 56.05: “provider of health care,” “health care service plan,” and “licensed health care professional.”

“Effective Date” shall mean December 31, 2022.

“Health and Social Services Information” shall mean any and all information received, stored, processed, generated, used, transferred, disclosed, made accessible, or shared pursuant to this Agreement, including but not limited to: (a) Data Elements as set forth in the applicable Policy and Procedure; (b) information related to the provision of health care services, including but not limited to PHI; and (c) information related to the provision of social services. Health and Social Services Information may include PHI, PII, de-identified data (as defined in the HIPAA Regulations at 45 C.F.R. § 164.514), anonymized data, pseudonymized data, metadata, digital identities, and schema.

“HIPAA Regulations” shall mean the standards for privacy of individually identifiable health information, the security standards for the protection of electronic protected health information and the breach notification rule (45 C.F.R. §§ 160 and 164) promulgated by the U.S. Department of Health and Human Services under the Health Insurance Portability and Accountability Act (HIPAA) of 1996, as in effect on the Effective Date and as may be amended, modified, or renumbered.

“Individual User” shall mean the person who is the subject of PHI or PII.

“Minimum Necessary Rule” shall mean Any such use or disclosure must, to the extent practicable, be limited to the limited data set, as defined in 45 CFR section 164.514(e)(2), or, if needed, to the minimum

necessary to accomplish the intended purpose of such use or disclosure, in compliance with the HITECH Act and any guidance issued pursuant to such Act, and the HIPAA regulations.

“Personally Identifiable Information” or “PII” shall have the same meaning as “Personal Information” set forth in Section 1798.140(o) of the California Civil Code, but shall be limited to PII exchanged pursuant to this Agreement.

“Personal Representative” shall refer to a person who, under Applicable Law, has authority to act on behalf of an individual as set forth in 45 C.F.R. § 164.502(g).

“Protected Health Information” or “PHI” shall refer to “protected health information” as set forth at 45 C.F.R. § 160.103 of the HIPAA Regulations and “medical information” as set forth at Civil Code § 56.05..

“Recipient” shall mean a Party that receives Health and Social Services Information from a Submitter. For purposes of illustration only, Recipients include, but are not limited to, Participants who receive queries, responses, subscriptions, publications, or unsolicited messages.

“Social Services” shall mean the delivery of items, resources, and/or services to address social determinants of health and social drivers of health, including but not limited to housing, foster care, nutrition, access to food, transportation, employment, and other social needs.

“Submitter” shall mean a Party that submits Health and Social Services Information to a Recipient.

“System” shall mean software, portal, platform, or other electronic medium controlled by a Party through which the Party conducts Health and Social Services Information exchange-related activities. For purposes of this definition, it shall not matter whether the Party controls the software, portal, platform, or medium through ownership, lease, license, or otherwise.

“Treatment” shall have the same meaning as set forth at 45 C.F.R. § 164.501 of the HIPAA Regulations.

4. USE OF HEALTH AND SOCIAL SERVICES INFORMATION

(a) *Required, Permitted and Prohibited Purposes.* The purposes for which the Parties shall or may acquire, access, use, and disclose Health and Social Services Information pursuant to this Agreement, and the purposes for which the Participants may not acquire, access, use or disclose Health and Social Services Information pursuant to this Agreement, shall be set forth in “Exhibit B” [the Policies and Procedures.]

5. POLICIES AND PROCEDURES AND SPECIFICATIONS

(a) *Compliance with Terms of this Agreement.* Parties shall at all times abide by this Agreement, including the Policies and Procedures and Specifications.

(b) *Incorporation; Modifications.* The Policies and Procedures, the Specifications, and any future updates to either of them is hereby incorporated by reference into this Agreement. The Policies and Procedures and Specifications are intended to be flexible to address changing needs and standards

and may be modified from time to time through the process outlined in the Policies and Procedures without a need to modify or re-execute this AGREEMENT.

(c) *Health Equity.* In order to reduce healthcare disparities, the Specifications shall set forth standards that advance health equity.

6. AUTHORIZATIONS

(a) To the extent required by Applicable Law, Party shall not disclose PHI or PII to another Party unless a legally valid “Authorization” (Authorization for Disclosure (AFD) / consent form) has been obtained. For the avoidance of doubt, Party shall not be required to obtain an “Authorization” prior to disclosing PHI or PII pursuant to this Agreement unless an “Authorization” is required under Applicable Law. For the understanding of the Recipient regarding the exchange of data to coordinate care for Beneficiaries, including protocols governing the secure and legally permissible exchange of information, to ensure coordination of physical health, mental health, and substance abuse services. Patient Authorization for Disclosure (AFD) forms for data sharing and re-disclosure will be maintained and retained at the Provider level. Any disclosure of Health and Social Services Information by a Submitter shall be deemed an express representation that the Submitter has complied with this Section and unless the Recipient has actual knowledge to the contrary, the Recipient may reasonably and justifiably rely upon such representation.

7. REQUIREMENT TO EXCHANGE HEALTH AND SOCIAL SERVICES INFORMATION

(a) Each Party shall engage in the exchange of Health and Social Services Information as set forth in the Policies and Procedures, through this agreement. Each Party agrees to comply with all the minimum requirements for data exchange set forth in the Policies and Procedures or Specifications.

(b) Parties shall engage in the real-time exchange of Health and Social Services Information in accordance with the timeframes set forth in the Policies and Procedures.

8. PRIVACY AND SECURITY

(a) *General.* Each Party shall at all times fully comply with all Applicable Law relating to this Agreement and the use of Health and Social Services Information.

(b) *Safeguards.* Each Party shall be responsible for maintaining a secure environment that supports the exchange of PHI or PII as set forth in the Policies and Procedures. And to implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the PHI, including electronic PHI, that it creates, receives, maintains, uses, or transmits data, in compliance with 45 CFR sections 164.308, 164.310 and 164.312, and to prevent use or disclosure of PHI other than as provided for by this Agreement.

(c) *Individual User Education.* Parties shall use tools, resources, and technical assistance made available by the California Health and Human Services Agency to help Individual Users and/or their Personal Representatives understand the benefits of information sharing and for obtaining informed consent.

9. MINIMUM NECESSARY

(a) Any use or disclosure of PHI or PII pursuant to this Agreement will be limited to the

minimum PHI or PII necessary to achieve the purpose for which the information is shared, except where limiting such use or disclosure to the minimum necessary (i) is not feasible, (ii) is not required under the HIPAA Regulations, as defined in 45 CFR section 164.514(e)(2) (such as for Treatment or Healthcare Operations), or any other Applicable Law, (iii) is a disclosure to an Individual User or Individual User's Personal Representative, (iv) is a disclosure pursuant to an Individual User's Authorization, or (v) is a disclosure required by Applicable Law. The "Parties" shall share Protected Health Information (PHI) as needed for the purpose of care coordination in accordance with the DSA and to the extent permitted by law, and in accordance with the regulatory requirements pertaining to 42 C.F.R Part 2 regarding re-disclosure of SUD data.

10. INDIVIDUAL ACCESS SERVICES

(a) *Bidirectional Access to Health Information.* An Individual User or an Individual User's Personal Representative shall have the right to inspect, obtain a copy of, and have bidirectional electronic access to, PHI or PII about the Individual User as set forth in the Policies and Procedures and to the extent consistent with Applicable Law.

11. COOPERATION AND NON-DISCRIMINATION

- (a) Each Party shall
- (i) Cooperate in good faith with the other party to implement the provisions of this AGREEMENT;
 - (ii) Provide such non-privileged information to the other Party as they may reasonably request for purposes of performing activities related to this AGREEMENT;
 - (iii) Actively engage in the bilateral or multilateral exchange of information as needed and to the extent permitted or required under this Agreement and Applicable Law;
 - (iv) Devote such time as may reasonably be requested to review information, meet with, respond to, and advise the other Party with respect to activities as they relate to this AGREEMENT;
 - (v) Provide such reasonable assistance as may be requested when performing activities as they relate to this Agreement; and
 - (vi) Provide any requested information and assistance to the Party in the investigation of breaches and disputes, subject to a Party's right to restrict or condition its cooperation or disclosure of information in the interest of (A) preserving privileges in any foreseeable dispute or litigation or (B) protecting its Confidential Party Information. In no case shall a Party be required to disclose PHI or PII in violation of Applicable Law.

(b) In seeking another Party's cooperation, each Party shall make all reasonable efforts to accommodate the other Party's schedules and reasonable operational concerns. A Party shall promptly report, in writing, to the other Party, any problems or issues that arise in working with the other Party's employees, agents, or subcontractors that threaten to delay or otherwise adversely impact a Party's ability to fulfill its responsibilities under this Agreement. This writing shall set forth in detail and with clarity the problems that the Party has identified.

(c) *Prohibition on Exclusivity.* A Party may not require exclusivity or otherwise prohibit (or attempt to prohibit) the other Party, entity, or individual from joining or exchanging Health and Social Services Information under this Agreement.

(d) *No Discriminatory Limits on Exchange of Health and Social Services Information.* Parties shall not unfairly or unreasonably limit exchange or interoperability with the other Party or Individual User, such as by means of burdensome testing requirements that are applied in a discriminatory manner or other means that limit the ability of a Party to send or receive Health and Social Services Information with the other Party or Individual User or slows down the rate at which such Health and Social Services Information is sent or received if such limitation or slower rate would have an anti-competitive effect.

12. INFORMATION BLOCKING

Parties shall comply with any information-blocking provisions set forth in the Policies and Procedures.

13. LEGAL REQUIREMENTS

(a) *Monitoring and Auditing.* The Governance Entity, acting through its agents and independent contractors, shall have the right, but not the obligation, to monitor and audit Parties' compliance with their obligations under this Agreement. Unless prohibited by Applicable Law, Parties shall cooperate with the Governance Entity in these monitoring and auditing activities and shall provide, upon the reasonable request of the Governance Entity, complete and accurate information in the furtherance of its monitoring and auditing activities. To the extent that any information provided by Parties to the Governance Entity in connection with such monitoring and auditing activities constitutes Confidential Party Information, the Governance Entity shall hold such information in confidence and shall not redisclose such information to any person or entity except as required by Applicable Law.

(b) *Individual User Opt Out.* Nothing in this Agreement shall prohibit an Individual User or an Individual User's Personal Representative from opting out of having the Individual User's PHI or PII exchanged pursuant to this Agreement.

14. REPRESENTATIONS AND WARRANTIES

Each Party hereby represents and warrants the following:

(a) *Execution of the Agreement.* Each Party has full power and authority to enter into and perform this Agreement and has taken whatever measures necessary to obtain all required approvals or consents in order for it to execute this Agreement. The representatives signing this Agreement on behalf of the Parties affirm that they have been properly authorized and empowered to enter into this Agreement on behalf of the Party

(b) *Compliance with this Agreement.* Except to the extent prohibited by Applicable Law, each Party shall comply fully with all provisions of this Agreement. To the extent that a Party delegates its duties under this Agreement to a third party (by contract or otherwise) and such third party will have access to Health and Social Services Information, that delegation shall be in writing and require the third party, prior to exchanging Health and Social Services Information with any Party, to agree to the same restrictions and conditions that apply through this Agreement to a Party. If either Party determines, after reasonable diligence, that any action or inaction relative to an obligation, including conformance to changes in the Specifications or Policies and Procedures, will cause it to violate Applicable Law, the Party

may terminate this Agreement immediately upon sending written notice to the other party.

(c) *Accuracy of Health and Social Services Information.* When acting as a Submitter, each Party represents that at the time of transmission, the Health and Social Services Information it provides is an accurate representation of the data contained in, or available through, its System and is (i) sent from a System that employs security controls that meet industry standards so that the Health and Social Services Information being transmitted is intended to be free from malicious software, and (ii) provided in a timely manner and in accordance with the Policies and Procedures. Other than those representations elsewhere in this Agreement, the Submitter makes no other representation, express or implied, about the Health and Social Services Information.

(d) *Express Warranty of Authority to Exchange Health and Social Services Information.* To the extent each Party discloses Health and Social Services Information to the other Party, the disclosing Party represents and warrants that it has sufficient authority to disclose such Health and Social Services Information.

(e) *Third-Party Technology.* Both Parties acknowledge that each Party use technology solutions, applications, interfaces, software, platforms, clearinghouses, and other IT resources to support exchange of Health and Social Services Information that may be provided by third parties (“**Third-Party Technology**”). Each Party shall have agreements in place that require Third-Party Technology vendors (i) to provide reliable, stable, and secure services to the Party and (ii) to adhere to the same or similar privacy and security standards applicable to the Party pursuant to this Agreement. However, both Parties acknowledge that Third-Party Technology may be interrupted or not available at times and that this could prevent a Party from transmitting Health and Social Services Information. Parties do not make any representations or warranties as to their Third-Party Technology.

15. TERM, SUSPENSION, AND TERMINATION

(a) *Term.* This Agreement shall commence on the Effective Date and shall continue until terminated in accordance with this Section or the Policies and Procedures.

(b) *Termination by a Party.* Either Party may terminate this Agreement, with or without cause, by giving the other party at least ten (300) business days’ prior written notice.

(c) *Effect of Termination.* Upon any termination of this Agreement for any reason, the terminated party shall thereupon and thereafter shall have no rights under this Agreement to exchange data with the other Party. Termination of this Agreement shall not affect any rights or obligations which by their terms should survive termination or expiration.

(d) *Enforcement Action.* The Parties hereby grant to the Governance Entity the power to enforce any portion of this Agreement through measures set forth in the Policies and Procedures. Such measures may include, but are not limited to, suspension or termination of a Party’s right to exchange Health and Social Services Information under this Agreement.

16. PARTICIPANT LIABILITY

County and CHWP shall indemnify, defend and hold harmless each other, their elected and appointed officers, directors, employees, and agents from and against any demands, claims, damages, liability, loss, actions, fees, costs, and expenses, including reasonable attorneys' fees, or any property, resulting

from the misconduct, negligent acts, errors or omissions by the other party or any of its officers, directors, employees, agents, successor or assigns related to this AGREEMENT, its terms and conditions, including without limitation a breach or violation of any state or federal privacy and/or security laws, regulations and guidance relating to the disclosure of PHI, personally identifiable information or other confidential information of a party hereunder. The terms of this Section 16 shall survive termination of this AGREEMENT.

17. MISCELLANEOUS/GENERAL PROVISIONS

(a) *Governing Law.* The construction, interpretation and performance of this Agreement shall be governed and enforced pursuant to the laws of the State of California, without giving effect to its conflicts of laws provisions, except to the extent California law is preempted by any provision of federal law.

(b) *Jurisdiction and Venue.* This agreement has been entered into and is to be performed in the County of Mono. Accordingly, the parties agree that the venue of any action relating to this agreement shall be in the County of Mono.

(c) *Assignment.* No party shall assign or transfer this Agreement, or any part thereof, without the express written consent of the other party, which shall not be unreasonably delayed or denied. Any assignment that does not comply with the requirements of this Section 17(c) shall be void and have no binding effect.

(d) *Survival.* All Sections which by their nature are meant to survive this Agreement shall survive expiration or termination of this Agreement.

(e) *Waiver.* No failure or delay by any party in exercising its rights under this Agreement shall operate as a waiver of such rights, and no waiver of any right shall constitute a waiver of any prior, concurrent, or subsequent right.

(f) *Captions.* Captions appearing in this Agreement are for convenience only and shall not be deemed to explain, limit, or amplify the provisions of this Agreement.

(g) *Entire Agreement.* This Agreement sets forth the entire agreement among the parties relative to the subject matter hereof. Any representation, promise, or condition, whether oral or written, not incorporated herein shall not be binding upon any party. This Agreement may only be modified in the manner provided in the Policies and Procedures.

(h) *Validity of Provisions.* In the event that a court of competent jurisdiction shall hold any Section or any part or portion of any Section of this Agreement invalid, void, or otherwise unenforceable, each and every remaining Section or part or portion thereof shall remain in full force and effect.

(i) *Priority.* In the event of any conflict or inconsistency between a provision in the body of this Agreement and the Policies and Procedures or the Specifications, the terms contained in the Policies and Procedures, or the Specifications shall prevail, except to the extent they conflict with Applicable Law.

(j) *Counterparts.* This Agreement may be executed in one or more counterparts, each of which shall be considered an original counterpart, and shall become a binding agreement when each party

shall have executed one counterpart.

(k) *Third-Party Beneficiaries.* With the exception of the parties to this Agreement, there shall exist no right of any person to claim a beneficial interest in this Agreement or any rights occurring by virtue of this Agreement.

(l) *Force Majeure.* No party shall be responsible for any delays or failures in performance caused by the occurrence of events or other circumstances that are beyond its reasonable control after the exercise of commercially reasonable efforts to either prevent or mitigate the effect of any such occurrence or event.

(m) *Time Periods.* Any of the time periods specified in this Agreement may be changed pursuant to the mutual written consent of the Governance Entity and the affected Participant(s).

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EXHIBIT B

CHWP BENEFICIARY DATA EXCHANGE PROTOCOL (BEHAVIORAL HEALTH AND SUBSTANCE USE DISORDER SERVICES DATA)

1. Background

This document describes the data exchange protocol for the purpose of coordinating physical health, primary care, and specialty BH and SUD care among Common Members.

2. Data Exchange-Data Matching

Demographic Data. COUNTY will provide a secured location for CHWP to place a data file of individuals identified as Beneficiaries, initially in the form of a flat text file or an X12 834 file, on an interval agreed upon by COUNTY and CHWP. The data file, referred to as the _____ file shall contain, but will not be limited to, the following demographic identifying elements as available. COUNTY or CHWP may revise the following list of data elements as necessary and agreed upon, without amending the entire agreement:

- Member First Name
- Member Last Name
- Member Social Security Number (Last 4 of SSN)
- Member Client Identification Number (CIN)
- Member Date of Birth
- Member Residence Address
- Member Residence City
- Member Residence State
- Member Residence Zip
- Member Gender
- Member Ethnicity
- Member Race
- Managed Care Health Plan Internal Member Number
- Primary Care Physician Name
- Primary Care Physician Contact Phone Number
- Primary Care Physician Address

Match Details. Upon receipt of the _____ file, COUNTY shall load the data to the Health Agency Enterprise Data Warehouse. COUNTY shall maintain a historical table of Beneficiaries and their respective eligibility information. COUNTY shall conduct a match of concomitant Beneficiaries between CHWP and COUNTY, on an interval agreed upon by both Parties. COUNTY will use the health plan's Medi-Cal enrollment file to identify common Beneficiaries who are enrolled with CHWP and receiving BH and SUD services at COUNTY. COUNTY will provide CHWP with a file representing these common Beneficiaries. COUNTY will include Beneficiary and BH and SUD Provider contact information.

3. Data Exchange – Care Coordination

- a. CHWP Usage. Upon completion of the match, with Common Member’s consent in compliance to 42 C.F.R. Part 2 in place, COUNTY shall extract and provide (as described below), Common Members who currently have an open and active episode in the Integrated System (IS) or successor Managed Care Information System (MCIS) to CHWP in the form of a flat text file or an X12 834 file. COUNTY will provide the following elements as available. CHWP or COUNTY may revise the following list of data elements as necessary and agreed upon, without amending the entire agreement:

Member demographic data:

- Medicare-Medicaid Plan (MMP) Internal Member Number
- Member CIN
- Member Social Security Number (Last 4 of SSN)
- Member last Name
- Member First Name
- Member Gender
- Member Date of Birth
- Member Residence Address 1
- Member Residence Address 2
- Member City
- Member State
- Member Zip code
- Member Cell Phone
- Member Work Phone
- Member Home Phone
- Member ID

Member service data:

- Member CIN
- Member ID
- Claim Number
- Service Line Sequence Number
- Date of Service or Fill Date
- Distinct Procedures (Current Procedural Terminology [CPT]) or other applicable codes
- Medications (National Drug Codes [NDC]) and last date filled for the past six months
- Episode Admit Date
- Last Contact Date
- Provider Number
- Provider Name
- Service Location National Provider Identifier (NPI)
- Servicing Provider NPI
- Place of service
- Provider - Contact Name
- Provider Phone Number
- Provider Address 1

- Provider City
- Provider State
- Provider Zip code
- Practitioner Name
- Practitioner NPI
- Claim Status

Member diagnostic data:

- Member CIN
- Member ID
- Claim Number
- Diagnosis Sequence Number
- Date of Service
- ICD Type (9 or 10)
- Distinct Diagnosis (ICD Code)

The response data file will be placed on a secure server administered and maintained by COUNTY. CHWP will retrieve the file for the purposes of coordinating Common Members care. CHWP will distribute the mental health provider contact information to its Primary Care Providers (PCP), Plan Partners and Participating Provider Groups (PPG's) as appropriate using one of the following methods:

- A list will be generated for the PCP's own assigned members and distributed via provider portal
- Data will be accessible via a Provider Portal with security controls which limit display to the PCP's assigned members based on user credentials
- A list will be generated to the Participating Provider Group (PPG) via provider portal for its respective PCPs. The PPG will then forward a list to PCPs of their respective assigned members

CHWP shall not use or disclose the information for any other purpose.

EXHIBIT C

CHWP BENEFICIARY DATA EXCHANGE PROTOCOL (HOUSING STATUS AND HOUSING PROGRAM/SERVICES DATA)

1. Background

This document describes the data exchange protocol for the purpose of performing member matching and sharing information on housing status among Common Members. COUNTY or CHWP will conduct member matching based upon agreed approach.

2. Data Elements from CHWP to COUNTY

Demographic Data. COUNTY will provide a secured location for CHWP to place a data file of individuals identified as Beneficiaries, initially in the form of a flat text file or an X12 834 file, on an interval agreed upon by COUNTY and CHWP. The data file, referred to as the _____ file shall contain, but will not be limited to, the following demographic and housing status identifying elements as available. CHWP or COUNTY may revise the following list of data elements as necessary and agreed upon, without amending the entire agreement:

- Member's First Name
- Member's Middle Name
- Member's Last Name
- Member's DOB
- Member's Social Security Number (Last 4 of SSN)
- Member's Medi-Cal Client Index Number
- Member's Medi-Cal Redetermination Date
- Plan Partner Name
- Plan Partner Phone Number
- Name of the PPG the member is assigned to
- Phone Number of the PPG the member is assigned to
- Full Name of the PCP the member is assigned to (last name, first name)
- Phone Number of the PCP or Clinic the Member is assigned to
- Physical address line 1 of the member's PCP
- Physical address line 2 of the member's PCP
- Physical address City of the member's PCP
- Zip code Physical City of the member's PCP
- State Physical of the member's PCP
- Program Name
- Program eligibility effective date
- Program eligibility term date
- Program Enrollment effective date
- Program Enrollment Term date
- Servicing provider's Name
- Servicing provider's Physical address line 1
- Servicing provider's Physical address line 2
- Servicing provider's Physical City

- Servicing provider's Zip Code
- Servicing provider's State
- Servicing provider's Phone number

Match Details. Upon receipt of the _____ file, COUNTY shall load the data to the _____. COUNTY shall maintain a historical table of Beneficiaries and their respective information. COUNTY shall conduct a match of concomitant Beneficiaries between CHWP and COUNTY, on an interval agreed upon by both Parties. COUNTY will use the health plan's Medi-Cal enrollment file to identify common Beneficiaries who are enrolled with CHWP to determine housing status, program name, eligibility and services at COUNTY. COUNTY will provide CHWP with a file representing these common Beneficiaries. COUNTY will include Beneficiary contact information, housing and homelessness status.

3. Data Elements from COUNTY to CHWP

- a. CHWP Usage. Upon completion of the match, COUNTY shall extract and provide (as described below), Common Members who currently open to services, to CHWP in the form of a flat text file or an X12 834 file. COUNTY will provide the following elements as available. COUNTY or CHWP may revise the following list of data elements as necessary and agreed upon, without amending the entire agreement:

Member Demographic File:

- Member's ID
- Member's First Name
- Member's Last Name
- Member's DOB
- Member's Social Security Number (Last 4 of SSN)
- Member's Unique Homeless Management Information System (HMIS) ID Number
- Member's Chronic Homeless Status
- Point of Contact Date
- Point of Contact Name
- Point of Contact Phone Number
- Point of Contact Email
- Point of Contact Supervisor Name
- Point of Contact Supervisor Phone Number
- Point of Contact Supervisor Email
- Point of Contact Category
- Length of Time Homeless

Project Enrollment Member File:

- Member ID
- Member Enrollment ID
- Agency Name
- Project Name

- Project Type
- Date Entered Project
- Date of Last Service in Project
- Date Exited Project
- Destination After Program Exit
- Site/Latest Location Address
- Site/Latest Location City
- Site/Latest Location State
- Site/Latest Location Zip
- Case Manager (CM) Name
- CM Phone Number
- CM Email

The response data file will be placed on a secure server administered and maintained by COUNTY. CHWP will retrieve the file for the purposes of supporting member matching on homelessness and housing status, as well as coordinating Common Members care. CHWP will conduct member match and will send HMIS the data for the matched members. CHWP will discard/destroy/permanently delete the data received from HMIS for the members who could not be matched in CHWP system.

CHWP shall not use or disclose the information for any other purpose.

Exhibit D

Certificate of Data Destruction

MCP Name: _____

MHP Name: _____

At the completion of the Data Match, all copies of the COUNTY Data and any derivative files provided to MCP by COUNTY must be destroyed promptly, within one (1) business day, after identifying the positive matches. COUNTY Data must be securely destroyed using safeguards that ensure that no recovery or reconstruction is possible. No data files, or parts of files, related to non-matched Client's information are to be retained when the files are destroyed, unless expressly authorized in writing by the COUNTY.

This completed "Certificate of Data Destruction" shall be provided to a COUNTY Point of Contact within one (1) business day of the Data Match.

I, _____, an authorized representative of

(Name of the Data Custodian)

_____, hereby certify

(Name of the MCP)

that the following data files, in their entirety, have been destroyed in compliance with the requirements of the Data Sharing Agreement between the MCP and COUNTY dated _____, so that no non-matched Client's information is retained by the MCP.

Name of File(s): _____

Description: _____

The execution of this Certificate of Data Destruction closes the Data Match completed on

_____.

(Date of Data Match)



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Public Works - Solid Waste

TIME REQUIRED

SUBJECT Revised Waste Disposal Agreement
with D&S Waste Removal, Inc.

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed revised contract with D&S Waste Removal, Inc., pertaining to the disposal of waste collected in unincorporated areas of Mono County.

RECOMMENDED ACTION:

Approve, and authorize Chair to sign, revised contract with D&S Waste Removal, Inc. for Waste Disposal services for the period January 1, 2023 through December 31, 2033.

FISCAL IMPACT:

Avoidance of up to \$75,000/year in additional disposal costs.

CONTACT NAME: Justin Nalder

PHONE/EMAIL: 760-932-5453 / jnalder@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Waste Disposal Contract

History

Time	Who	Approval
2/15/2023 10:27 AM	County Counsel	Yes
2/14/2023 10:00 AM	Finance	Yes

2/15/2023 8:27 PM

County Administrative Office

Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

To: Honorable Chair and Members of the Board of Supervisors
From: Justin Nalder, Solid Waste Superintendent / Environmental Manager
Date: February 21, 2023
Subject: Revised Waste Disposal Agreement

Recommended Action:

Approve revised Waste Disposal Agreement with D&S Waste Disposal, Inc. (D&S) which provides for disposal services for waste collected within unincorporated Mono County.

Fiscal Impact:

Avoidance of potential increase in disposal costs of approximately \$75,000/year.

Discussion:

On December 20, 2022, staff provided the Board with a comprehensive package of five Solid Waste Service Agreements to be entered into between the County and D&S Waste Removal for the transfer, hauling and ultimate disposal of waste generated within Mono County. Among those service agreements was a Waste Disposal Contract. For that contract, D&S Waste had identified Lockwood Regional Landfill, owned by Waste Management and Russel Pass Landfill, owned by the City of Fallon as its two disposal sites. Accordingly, the contract required execution not only by D&S Waste, but also by the two landfill sites (i.e., Lockwood Regional Landfill and Russel Pass Landfill). However, if Lockwood landfill is required to sign the Disposal Contract, then the fees they charge would increase by approximately twice the current rate. Given the expected annual disposal tonnage from Mono County it equates to a potential increase of \$75,000/year. This increase would be realized by the residents of Mono County. It is therefore proposed that the Board approve a modified version of the Disposal Contract presented on December 20, 2022, to remove the requirement that each landfill also execute the agreement.

Staff recommends that the Board approve the revised Disposal Contract with D&S Waste Removal, Inc., for waste disposal services and authorize the Chair to sign.

If you have any questions regarding this item, please contact me at (760) 932-5453 or jnalder@mono.ca.gov

Justin Nalder
Solid Waste Superintendent / Environmental Manager

WASTE DISPOSAL CONTRACT



**D&S Waste Removal, Inc
and
County of Mono**

Permitted Waste Disposal Services at Lockwood or Russell Pass Landfill

Contract Date:	December 20, 2022
Commencement Date:	January 1, 2023
Expiration Date:	10 years from Commencement Date
Option to Extend:	Option to Extend for up to an additional 10 years

INTRODUCTION

Disposal Contract

This Disposal Contract is a complementary part of the Master Contract between Contractor and County.

- (1) The **Master Contract** provides general contract administration and enforcement.
- (2) This **Disposal Contract** provides for disposal of permitted waste collected in unincorporated areas of Mono County, delivered to the Transfer Station, transferred into transport containers, and transported to the Disposal Facility for disposal.

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PREAMBLE

County of Mono, a political subdivision of the State of California (County), and D&S Waste Removal, Inc., a Nevada corporation (Disposal Contractor) enter into this Waste Disposal Contract as of the Contract Date.

Contract Date is the date identified on the cover of this Waste Disposal Contract.

Commencement Date is the date identified on the cover of this Waste Disposal Contract.

Expiration Date is the date 10 years following the commencement date, unless County exercises its option to extend in 2.01.

Disposal Facility is the landfill identified on the cover of this Disposal Contract and in the Glossary.

FINDINGS

The County Board determines and finds the following:

1. **Landfill Closure.** As of January 1, 2023, County can no longer dispose of waste at Benton Crossing Landfill.
2. **Replacement.** In-County waste disposal at Benton Crossing Landfill (BCLF) with transfer and long-haul transport to out-of-County disposal site will be replaced by entering into services contracts for:
 - A. Transfer
 - B. Long-Haul Transport, and
 - C. Disposal.
3. **Contract for Waste Disposal Services.** Under this Contract, County procures services to dispose of waste at the Disposal Facility. County will pay the Disposal Contractor's disposal service fees from tipping fees charged at the Satellite Transfer Stations, not from the County's general fund.

Glossary

Words in this Disposal Contract have the meanings given in the Master Contract and this Glossary, whether they are capitalized or in lower case font.

Defined Term	Definition / Section Cross-Reference
annual report	10.01b
breach	13.01
Closure and Post-closure Plan	4.04d(1), Exhibit 4.04d(1)
commencement date	Cover, Introduction; or other date in County Notice to Contractor depending on commencement date of the Transfer Station.
compensatory damages	14.03b(1)
containers	3.05
contract date	Preamble, cover
backup disposal service	3.02
County	Preamble
deliver, delivered, delivery	3.01b
dispose, disposal	3.01b
Disposal Contract	This contract, including all exhibits and attachments, as may be amended
Disposal Contractor	Preambles
Disposal Facility	Named on the cover of this Contract at the address listed on Attachment 3.01a
disposal service fee	8.01a
Disposal service fee Schedule	8.01
Disposal Service Plan	3.01b
disposal services	3.01b See also "services" in Glossary of Master Contract.
event of default	13.02

Free Dump Day	3.06
garbage and trash	Glossary in Master Contract
key personnel	4.05 / Attachment 4.05
letter of credit	12.02, Attachment 12.02
liquidated damages	14.03b(2)
Master Contract	The agreement by that name between County and Disposal Contractor
monthly report	10.01a
performance standards	4.01
permits	4.04
permitted waste	3.01a
receiving hours	3.01b
records	9.02a
Service Plan	Disposal Service Plan
source separated	3.01a
tipping fee	disposal service fee
Transport Contractor	The contractor named in the Transport Contract with the County
unpermitted waste	Materials that are not permitted waste

ARTICLE 1 – CONTRACT RIGHTS and OBLIGATIONS

[See Sections 1.01, 1.02 and 1.03, in the Master Contract.]

1.04 Representations and Warranties

Contractor confirms its representations and warranties under the Master Contract and makes the additional representations as of the contract date and warrants throughout the Contract, as follows. If the Contractor subcontracts for disposal services, then the Contractor must warrant that its subcontractor meets these standards:

- a. The Disposal Facility has capacity to dispose of permitted waste delivered by the County together with additional permitted waste that Disposal Contractor accepts from others, until the expiration or termination of this Contract.
- b. The Disposal Facility designed, operates and maintains the Disposal Facility in compliance with law, including RCRA Subtitle D; and it meets [or exceeds] Subtitle D standards, including composite bottom liner, leachate collection, landfill gas emission monitoring and active collection.
- c. If the Disposal Facility is located outside of the geographic boundaries of the County, the Disposal Facility can accept garbage and trash under this Contract.
- d. Disposal Facility does not knowingly accept unpermitted waste.

ARTICLE 2 – TERM

2.01 Term and Option to Extend

The term of this Contract begins on the contract date and ends upon the expiration of this Contract, as indicated on the cover of this Contract.

County may extend the term at its sole option one or more times, for a total period no greater than 10 years, upon provision of written notice to Contractor no less than 90 days prior to the expiration of the then-current term. *For example, the County could extend the term for:*

- a. *5 years and then 5 years (for a total of 20 years); or*
- b. *Merely 5 years (without exercising right to extend an additional 5 years).*

2.02 Survival of Obligations

- a. **Cooperation During Transition to New Contractor.** When this Disposal Contract expires or terminates Disposal Contractor will cooperate fully with County and succeeding contractor(s), licensee(s), permittee(s) or anyone else providing similar permitted waste disposal services.

b. Disposal Records. Disposal Contractor acknowledges that County may need records in the future with respect to claims, including actions under state and federal law against the County with respect to materials generated in County and transported to the Disposal Facility. Cooperation includes giving County records kept under this Disposal Contract promptly upon County request, in the format specified by the County.

c. Future Agreements. This Section does not preclude County, at its discretion, from entering into a succeeding agreement with Disposal Contractor to provide garbage and trash management services like disposal services.

ARTICLE 3 – SCOPE OF DISPOSAL SERVICE / SPECIFICATIONS

3.01 Disposal Services

a. Disposal Service. Disposal Contractor will provide disposal services under this Contract for garbage and trash and other permitted waste that may be mingled with garbage and trash at the Disposal Facility.

disposal service means *all* of Disposal Contractor’s “disposal service” obligations, requirements, responsibilities, duties, and liabilities under this Contract, and as defined in the Master Contract.

separated means separated from permitted waste, refuse and garbage.

permitted waste is defined in the Glossary of Master Contract (permitted waste that the disposal facility is permitted to accept under law, including its permits).

garbage and trash are defined in the Glossary of the Master Contract (i.e., discarded refuse, both putrescible and non-putrescible, and other permitted materials that may be mingled with the garbage and trash).

b. Disposal Services Plan. Disposal Contractor will provide disposal services under its Disposal Services Plan. Disposal Contractor will direct employees to work overtime and/or add extra shifts, as necessary, without service fee increase, to assure timely implementation of the Disposal Services Plan. Prior to beginning disposal services when requested by County, Disposal Contractor will submit weekly status reports to the County on Plan implementation. Promptly upon County request, will meet with the County to review implementation progress. Disposal Contractor will annually update the Disposal Services Plan to reflect changes in operations.

dispose means final deposition of discarded permitted waste.

deliver means to discharge and leave at the intended destination.

Disposal Service Plan is described under Attachment 3.01b.

c. **Disposal Guaranty.** Contractor will accept and dispose of all permitted waste delivered during receiving hours by County's Transport Hauler at the Disposal Facility under Contractor's Services Plan.

Disposal Guaranty is Disposal Contractor's obligation under this Section.

3.02 Back-up Disposal Service

a. **Back-up Disposal Services.** If Contractor cannot provide disposal services at the Disposal Facility for any reason (other than uncontrollable circumstances), Contractor without increasing the service fee, will immediately notify County and provide back-up disposal service, including both of the following:

1. **Site:** directing customers to deliver permitted waste to a back-up disposal site identified in Attachment 3.02a on the contract date or other site satisfactory to County following the contract date; and
2. **Disposal Service:** dispose of all permitted using best efforts to maintain the same performance standards that it would use at the Disposal Facility, (such as, performing load checking).

b. **Compensatory Damages.** Contractor will pay County ½ of compensatory damages under Section 14.01.

[See Section 3.02 Emergency Assistance, in the Master Contract.]

[See Section 3.03 Change in Services / Change Order, in the Master Contract.]

[See Section 3.04 Vehicles, in the Master Contract.]

3.05 Weighing

a. **Recording Weight.** Disposal Contractor will weigh the transport containers (which may be a truck) when it arrives at the scale house at the Disposal Facility and print a weight ticket indicating at a minimum:

- transport container number,
- the gross weight of the filled transport container before unloading,
- the tare weight of the empty transport container after unloading,

- the net weight of the permitted waste that is the basis for calculating the disposal service fee,
- time of unloading, and
- date of unloading.

Disposal Contractor may establish tare weights for identified vehicles. It will corroborate tare weights at least semi-annually or upon County request.

“containers” means the receptacles that hold the garbage and refuse delivered to the Disposal Facility, including drop-boxes and transfer trailers.

b. Scale. Disposal Contractor will maintain, or ensure that its subcontractor maintains, a state-certified motor vehicle scale in accordance with law. If the permanent scale is inoperable, being tested or is otherwise unavailable, Disposal Contractor, or its subcontractor, will substitute portable scales until the permanent scale is replaced or repaired. Disposal Contractor or its subcontractor will arrange for the inoperable scale to be repaired as soon as possible.

c. Estimates. Pending substitution of portable scales or during power outages, Disposal Contractor will base tonnage on the weight tickets for transport containers generated at the Transfer Station, or at direction of County, use the monthly average of each transport container’s recorded weight delivered over the past 12 months.

d. Testing.

1. Disposal Contractor, or its subcontractor, will test and calibrate all scales:
 - in accordance with law, but at least every 12 months, and
 - within one week of County request.
2. Disposal Contractor will promptly give County test results.
3. County Request.
 - **Pass.** If the results of a test requested by County indicate that the scale complies with law, the County will pay Disposal Contractor reimbursement costs of the tests. Disposal Contractor will request reimbursement for the same amount of money that it paid any subcontractor, without markup.
 - **Fail.** If the results indicate that the scale did *not* comply with law, Disposal Contractor will pay the costs of the tests and County is not obligated to reimburse Contractor. Disposal Contractor will correct all of County’s weigh tickets issued since the last correct scale test at its own cost.
4. Disposal Contractor will pay for all other tests, including those required under law or this Contract, or at Contractor’s own initiative.

3.06 [INTENTIONALLY OMITTED]

ARTICLE 4 – DISPOSAL SERVICE STANDARDS

[See Section 4.01 Solid Waste Management, in the Master Contract.]

[See Section 4.02 County Review, in the Master Contract.]

4.03 Responsiveness to County

County may communicate directly with a subcontractor regarding disposal services if it reports the communication to Disposal Contractor.

4.04 Compliance with Law

- a. **Acknowledgement.** Disposal Contractor acknowledges that County may incur liabilities with respect to permitted waste generated in the County and delivered to the Disposal Facility.
- b. **Operation.** Disposal Contractor will operate, close, and maintain the Disposal Facility under law until closure of the Disposal Facility. If disposal is performed under a subcontract, Disposal Contractor shall ensure that its subcontractor performs these functions. This obligation survives the expiration or termination of this Disposal Contract.
- c. **Permits.** Disposal Contractor will procure and maintain permits required under law, including those listed in Attachment 4.04c and shall ensure that any subcontractor to it procures and maintains all permits..
- d. **Closure and Post-Closure.**
 1. **Plan.** Disposal Contractor will close, maintain and monitor the Disposal Facility in accordance with its Closure and Post-Closure Plan for the period provided in the plan or a period of 30 years following closure, whichever is greater, in accordance with the laws of the state in which the facility is located. It will update the Plans under law. If Disposal Contractor subcontracts with a Disposal Facility, it shall ensure that its subcontractor meets these requirements.

Closure and Post-Closure Plan is Attachment 4.04d included in the copy of this Disposal Contract filed in the Office of the County Clerk.

2. **Financial Assurances.** Disposal Contractor will obtain financial assurances in the amounts required by law deposited in a trust fund or other means approved by regulatory agencies.
3. **Annual Update.** Promptly upon County request Disposal Contractor will give County copies of the current Closure and Post-closure Plans and financial assurances including schedules with cost estimates, allowances for inflation and accumulation of interest.
4. **Disposal Contractor Payment of Closure Obligations.** Disposal Contractor will fully and timely pay for closure and post-closure of the Disposal Facility. Disposal Contractor will not seek contribution to, or reimbursement of any expenses related to the Disposal Facility, including closure and post-closure costs and civil litigation (including for nuisance), from County. By executing this Disposal Contract, Disposal Contractor releases the County from any obligation or liability to make those payments, regardless of the accuracy or adequacy of Contractor's estimate of the disposal fee, and funding of Closure and Post-closure Plans and any other contingency reserve. If a regulatory agency or other person obligates the County to make payments, Disposal Contractor will reimburse the County within 30 days of the County's request.
5. **Survival.** Contractor's obligations in this section survive termination or expiration of this Disposal Agreement.

4.05 Key Personnel

Contractor's key personnel are listed in Attachment 4.05.

4.06 Subcontractors

a. Identification.

1. Disposal Contractor has listed its subcontractors as of the contract date in Attachment 4.06. Disposal Contractor has attached a copy of its subcontract with each subcontractor to Attachment 4.06. Subcontractors must provide their subcontracted services in the same manner as the corresponding disposal services in this Disposal Contract whether "subcontractor" is referenced explicitly.
2. **After the Contract Date.** If Contractor wishes to add or replace subcontractors after the contract date, it may do so only with permission of the County.

3. **Acknowledgement.** A subcontractor that provides disposal services will sign the execution page of this Disposal Contract acknowledging that it has read this Disposal Contract and provide disposal services under this Disposal Contract.

[See Sub-Sections b. Background Check of Personnel, c. Emergencies, and d. Obligations, in the Master Contract.]

- b. **Subcontract.** Transport Contractor will append copies of its subcontracts to Attachment 4.06b.

4.07 Criminal Conduct

Disposal Contractor will ensure that its subcontractor complies with its obligations under Section 4.07 of the Master Contract. Subcontractor's Related Parties are listed on Attachment 4.07.

4.08 Unpermitted Waste Handling Protocol

Disposal Contractor will give County a copy of its or its subcontractor's waste load check / unpermitted waste handling protocol promptly upon County request.

[ARTICLE 5 – Reserved]

[ARTICLE 6 – Reserved]

ARTICLE 7 – OWNERSHIP OF PERMITTED WASTE; DISCLAIMERS

[See Article 7, in the Master Contract.]

ARTICLE 8 – DISPOSAL SERVICE FEES

8.01. Disposal Service Fees

County and Contractor have entered into multiple agreements for the provision of integrated solid waste management services by Contractor, including operation of six satellite (short-haul) transfer stations; provision and operation of a long-haul transfer station; transport of waste from the transfer stations to a facility for landfilling; and ultimate disposal of the waste (the "Combined Services"). Compensation to Contractor by County for the Combined Services is set forth in Article 6 of the "Agreement Between County of Mono and D&S Waste Removal, Inc. for the Operation of Satellite Transfer Station Facilities", entered into on or about December 20, 2022

(the “Satellite Transfer Station Agreement”), and as the same may from time-to-time be amended or superseded. There shall be no additional payment by County to Contractor for the Combined Services beyond that set forth in the Satellite Transfer Station Agreement, which is intended to be a single charge for all services provided by Contractor under the various agreements for Combined Services. Disposal Contractor shall pay all subcontractor costs, fees or other charges directly and County shall have no obligation to pay any subcontractor for disposal or any other service cost or expense.

In the event this Disposal Contract survives expiration or termination of the Satellite Transfer Station Agreement, County and Contractor shall determine fees to be charged for disposal services only under this Contract, or on a combined fee for those Combined Services which Contractor continues to perform in accordance with Attachment 8.02b of the Master Contract (“Adjustments for Service Changes/Change Orders”).

8.02 Adjustment

Adjustments to combined fees under the Satellite Transfer Station Agreement shall be in accordance with Section 6 of that Agreement and Article 8.02 of the Master Contract.

[See Sections 8.03 Offsets, and 8.04 Payment Protocol, in the Master Contract.]

ARTICLE 9 – RECORDS

[See Section 9.01 Acknowledgements, in the Master Contract.]

9.02 Maintenance

- a. **Information.** Disposal Contractor will keep records required under the Master Contract and this Section.

SECTION	RECORD
3.05 / 8.01	Weight receipts for permitted waste delivered by from County and accepted by Disposal Contractor, or its subcontractor, at the Disposal Facility including: <ul style="list-style-type: none"> • gross and tare weight of the containers (or trucks) that deliver the permitted waste, with identification of vehicle (for example, Transport Hauler ‘s assigned truck number or the license plate number), • tons of delivered permitted waste, • tons of rejected permitted waste, with reason for rejection, and • time and date of delivery.

- b. **Back-up.** Contractor will keep copies of records in a location separate from the primary storage location.

[See *Sub-Section 9.02 c. Types; d. Inventory; e. Back-up, in the Master Contract.*]

9.03 Retention

- a. **Acknowledgment.** Contractor re-acknowledges that County needs accurate and complete records of materials that Contractor handled under this Disposal Contract, including to respond and defend claims under CERCLA.

ARTICLE 10 – REPORTS

[Section 10.01 Intentionally Omitted.]

10.02 Timing, Form, and Content

- a. **Monthly Reports.** In its monthly report Disposal Contractor will include:
- Information required in the Master Contract,
 - A summary of the daily weigh receipts and any other daily records,
 - Number of transport container loads transported to the disposal facility.
- b. **Annual Reports.** In its annual report Disposal Contractor will include the following information and statements:
- Information required in the Master Contract and the quarterly reports that are due at that time,
 - An update on schedule of estimated financial assurances for Closure / Post-Closure and then-current funding therefor;
 - An update on remaining estimated capacity of the Disposal Facility;
 - A review of new rules or regulations that would impact on operational, closure, or post-closure costs of the Disposal Facility;
 - Discussion of items of improvement to the Disposal Facility and a summary of the impacts such improvements would have on costs;
 - A review of the performance of investments of closure and post-closure funds; and
 - An analysis of the adequacy and financial status of closure and post-closure funds (every other year).
- c. **Inventory.** Disposal Contractor will maintain a current inventory including:
- computer hardware and software for record-keeping, including weighing transport containers and preparing bills.

ARTICLE 11 – INDEMNIFICATION

11.01. Obligations

Disposal Contractor will indemnify, release and hold harmless, and defend County under the Master Contract. Under this Disposal Contract its indemnity is intended to operate as an agreement pursuant to 42 U.S.C. Section 9607(e) and California Health and Safety Code Section 25364, to insure, protect, hold harmless and indemnify County from liability.

11.02 Liabilities

Disposal Contractor will include in the indemnification defense that Disposal Contractor makes in the Master Contract, the following Liabilities (defined in the Master Contract):

- a. Liabilities that result or are claimed to have resulted directly or indirectly from, or are or attributable to:
 - any repair, cleanup or detoxification, or preparation and implementation of any removal, remedial, response, closure or other plan (regardless of whether undertaken due to governmental) concerning any unpermitted waste at; including the Disposal Facility; liabilities arising from or attributable to any operations, repair, clean-up or detoxification, or preparation and implementation of any removal, remedial, response, closure, post-closure or other plan (regardless whether directed by a regulatory agency) at the Disposal Facility. Examples include remediation of surface or ground water, and contamination and replacement or restoration of natural resources, or
 - Closure of all or part of the Disposal Facility, and
- b. Liabilities, whether:
 - those liabilities occur in one or more instance,
 - those liabilities are threatened or have transpired,
 - Disposal Contractor is negligent or otherwise culpable, or
 - those liabilities those liabilities are litigated, settled or reduced to judgment,

ARTICLE 12 – INSURANCE AND FINANCIAL ASSURANCE

12.01 Insurance

In addition to carrying insurance under the Master Contract, Disposal Contractor (or its subcontractor) will carry insurance under Attachment 12.01.

12.02 Further Assurance

In addition to the assurances under the Master Contract, Contractor will provide reasonable assurances, or ensure that its subcontractor provides such assurances, if any regulatory agency issues a notice, order, or other form of obligatory action, for either or both of the following:

- to prohibit Disposal Contractor from accepting and disposing of permitted waste, or
- to require Disposal Contractor to close the Disposal Facility.

ARTICLE 13 – BREACHES AND DEFAULTS

[See Section 13.01 Breach, in the Master Contract.]

13.02 Default

In addition to Defaults under the Master Contract, the following are Defaults under this Contract:

EVENT OF DEFAULT		TERMINATION DATE (# days following County notice to contract of default)
(1) Failure to dispose	Disposal Contractor fails to provide contract services, including accepting and disposing of permitted waste: <ul style="list-style-type: none"> • 3 or more consecutive days following any request from the transfer station; or • 7 days in the aggregate from the contract date <i>unless</i> due to uncontrollable circumstances.	30 days

event of default means each item listed in the Master Contract and the previous table.

ARTICLE 14 – REMEDIES / ENFORCEMENT.

[See Section 14.01 Remedies, in the Master Contract.]

[See Section 14.02 Injunctive Relief, in the Master Contract.]

14.03 Damages

- a. Compensatory.

Disposal Contractor will pay County the following damages:

Section	Damage
3.01	County's reimbursement cost of transporting permitted waste to another disposal location in excess of its cost of transporting it to the Disposal Facility;
3.01	County's reimbursement cost of disposing permitted waste at another disposal site in excess of its cost of disposing it at the Disposal Facility.

b. Liquidated.

The Parties repeat the acknowledgments they made in the Master Contract. Therefore, Disposal Contractor will pay County any or all of the following liquidated damages by the time under the Master Contract.

Section	Failure	Amount
3.01	For three or more failures in any 12-month period to dispose of permitted waste delivered by County.	\$250 for the third failure, increasing by \$100 for each additional failure
3.01	Failure to dispose of permitted waste delivered by County for 2 or more consecutive days.	\$250 on second day, increase by \$100 for each additional failure

By placing initials below at the places provided, each party specifically confirms the accuracy of the statements made above and the fact that each party has had ample opportunity to consult with legal counsel and obtain an explanation of liquidated damage provisions of the time that the Master Contract and this Disposal Contract was made.

Contractor

County

Initial Here: DJB

Initial Here: JN

“Failure”. In this section one “failure” means each occurrence of specified breach, not for aggregate instances of those individual breaches. (For example, failure to make containers available for loading two times in one day is two breaches).

ARTICLE 15 – GENERAL PROVISIONS

[See Section 15.01 *Independent Status*, in the Master Contract.]

15.02 Notices

Parties provide their addresses for Notices as of the contract date in Attachment 15.02.

[See Section 15.03 Transfer of Contract, in the Master Contract.]

[See Section 15.04 Amendments, in the Master Contract.]

15.05 Representatives

The Disposal Contractor and County Representatives are named in Attachment 15.05.

[See ARTICLE 16 – DEFINITION AND INTERPRETATION OF AGREEMENT, in the Master Contract.]

ARTICLE 17 – EXECUTION OF CONTRACT

IN WITNESS WHEREOF, County has authorized and directed the Chair of the Board of Supervisors to sign this Contract. Disposal Contractor has authorized and directed its duly authorized officers to sign this Contract. This Disposal Contract is dated the contract date stated on the cover of this Contract.

COUNTY OF MONO

By: _____
Rhonda Duggan, Chair of the Board

Contractor

By: 
President:
Type or Print Name:

ATTACHMENT 3.01a Disposal Facility

Name	Lockwood Regional Landfill
Address	2700 East Mustang Road, Reno, NV 89434
Owner	Waste Management
Operator	Waste Management
Contact name (individual)	Gate House
Contact phone	(775) 342-0401
Contact email	
Contract Name	
Work Phone	
Emergency Phone	
Email Address	
Street Address	

Name	Russell Pass Landfill
Address	18373 Shurz Hwy
Owner	City of Fallon
Operator	City of Fallon
Contact name (individual)	City of Fallon
Contact phone	(775) 423-5104
Contact email	
Contract Name	
Work Phone	
Emergency Phone	
Email Address	
Street Address	

ATTACHMENT 3.01b Disposal Service Plan

Contractor will include in the attached Disposal Service Plan all of the following:

- a. Delivery protocol: weighing at gate house, record keeping information;
- b. Discharge protocol: route from gate house to active face of landfill; discharge of waste; return route; and
- c. load checking protocol.

Weigh Truck and Trailer empty at Scale House, Swap empty trailer with full trailer in pit. Weigh back out loaded and leave for Landfill. Take Hwy 167 to Hwy 395 North to Bridgeport and take Hwy 182 towards Smith Valley, Yerington. Take Hwy 208 to Hwy95A to Silver Springs and then over USA Parkway over to I80 West to Reno. Take this to Mustang Exit that takes you to Lockwood Regional landfill. You Weigh in and out at there scales and continue to the face of the landfill and tip your garbage into the landfill. You return to your base in Yerington or Smith Valley until next trip. You would then return to the Lee Vining Transfer Station the same way.

Disposal Service Plan to Russell Pass Landfill

Weigh Truck and Trailer empty at Scale House, Swap empty trailer with full trailer in pit. Weigh back out loaded and leave for Landfill. Take Hwy 167 to Hawthorn and then take Hwy 95 to Fallon. Before Fallon come to Russell Pass Landfill. Go in and use tipper to tip and empty trailer. Go back on 95 south to Hwy 95A and return to home base. Go back to Lee Vining Transfer Station when next haul occurs.

ATTACHMENT 3.02a Back-up Disposal Service Plan

Contractor will include its Back-up Disposal Service Plan to provide disposal service if the Disposal Facility is not accepting waste.

If Lockwood Regional Landfill would not accept MSW then we would deliver to the Russell Pass Landfill or visa versa. We have delivered garbage to both landfills and not once have they never accepted waste in over 30 Years.

ATTACHMENT 4.04c Permits

Contractor, attach copies of any permits not appended to County Clerk's copy of this Disposal Agreement, such as the following permits:

1. Permitted Waste Facility
2. AQMD or other applicable Air Permit

Copies of permits for facilities run by subcontractors are on file in the offices of the subcontractor and available upon County request.

ATTACHMENT 4.04d Closure and Post Closure Plan

Copies of the Closure and Post-Closure plans for facilities run by subcontractors are on file in the offices of the subcontractor. Promptly upon County request Disposal Contractor will give County copies of the current Closure and Post-closure Plans including schedules with cost estimates, allowances for inflation and accumulation of interest.

ATTACHMENT 4.05 Key Personnel

Disposal Contractor Representative

Name	Darrol Brown
Telephone number	(775) 277-0175
e-mail address	office@dswaste.com
Mailing address	3 Hwy 95A East, Yerington, NV 89447
Disposal Contractor office address	3 Hwy 95A East, Yerington, NV 89447

Operations Manager / Supervisor

Name	Kevin Brown
Telephone number	(775) 277-0143
e-mail address	Kevinbrown450sxf@yahoo.com
Mailing address	3 Hwy 95A East, Yerington, NV 89447
Disposal Contractor office address	3 Hwy 95A East, Yerington, NV 89447

Individual in Contractor's financial accounting department responsible for submitting reports to County with respect to billing.

Name	Melissa Spangle
Telephone number	(775) 463-3090
e-mail address	office@dswaste.com
Mailing address	3 Hwy 95A East, Yerington, NV 89447
Disposal Contractor office address	3 Hwy 95A East, Yerington, NV 89447

Individual responsible for submitting reports with respect to Contractor's disposal of permitted waste and providing information for reports such as DRS tonnage.

Name	
Telephone number	
e-mail address	
Mailing address	
Disposal Contractor office address	

Acknowledgment: Disposal Contractor has submitted, and County has received, this list of Key Personnel as of the later of the following dates:

1. the contract date, evidenced by each of their signatures on the Contract, or

2. with respect to subsequent changes, the following date, as evidenced by their following signatures.

ATTACHMENT 4.06 Subcontractors

a. Identification:

1. **Lockwood Regional Landfill**
2. **Russel Pass Landfill**

b. Copy of Subcontract

If Contractor wishes to add or replace subcontractors after the contract date, it may do so only with permission of the County.

No subcontract available. Contractor hold commercial account at both facilities.

ATTACHMENT 4.07 Contractor’s Related Parties

Contract Manager means any or all of the following:

1. Contractor,
2. Contractor Representative
3. Contractor officers and directors,
4. the officers and directors of any direct or indirect parent corporation of Contractor, or
5. anyone in a Position of Influence

Position of Influence means the authority or responsibility to directly or indirectly administer, manage, direct, supervise, monitor or oversee Contract services or this Agreement, including any or all of the following:

1. **Contract administration:** reviewing or negotiating Contractor’s contracts (including this Agreement),
2. **Legal services:** providing in-house legal services with respect to Contract services or this Agreement,
3. **Budgeting:** preparing or overseeing Contractor’s operating and capital budget, or
4. **Policies / Procedures:** establishing policies and procedures related to the Criminal Conduct.

RELATED PARTY	
Name	Darrol Brown
Position	President / Owner

RELATED PARTY	
Name	Kevin Brown
Position	Manager

RELATED PARTY	
Name	Melissa Spangle
Position	Office Manager

RELATED PARTY	
Name	
Position	

RELATED PARTY	
Name	
Position	

RELATED PARTY	
Name	
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RELATED PARTY	
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Position	

RELATED PARTY	
Name	
Position	

ATTACHMENT 12.01 Insurance

1. **Commercial General Liability (CGL):** \$2 million per occurrence /\$4 million aggregate with \$5 million umbrella coverage with endorsements providing “drop down” coverage solely for performance obligations effective when primary limits of General Liability described in the Master Contract are exhausted

2. **Broadened Auto Pollution Liability:**

- \$2 per occurrence and \$2 million aggregate umbrella coverage
- delete the pollution and/or the asbestos exclusion, and
- include pollution liability (using form CA 99 48 or its equivalent) for accidental spills and discharges while transporting and/or processing materials, and
- (unless waived by County Risk Manager) upset and overturn endorsement (e.g., MCS 90)

3. **Pollution / Environmental Impairment Insurance** covering the following: emission, discharge, release or escape of pollutants comprised of solid, liquid, gaseous or thermal irritants or contaminants (including waste materials to be recycled, reconditioned or reclaimed) into or upon land, the atmosphere or any watercourse or body of water, and reimbursement of cleanup costs in accordance with law because of environmental damages, with limits of \$2 million occurrence and \$2 million aggregate, and

CGL Endorsement. If coverage is under Commercial General Liability insurance, any endorsement required for County coverage.

Claims-Made. If coverage is on a claims-made basis, an endorsement covering County during the extended reporting-period.

Subrogation. Waiver of rights to subrogation that an insurer may acquire from Contractor with respect to payment of any loss.

Cross-liability coverage: Clearly evidence that policy provides cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured-versus-insured exclusions or limitations;

This obligation to maintain is pollution coverage survives the expiration or termination of this Contract. Disposal Contractor will maintain this pollution coverage, or equal coverage under a succeeding policy, until Contractor’s obligations under law for closure of the Disposal Facility are completed.

Disposal Contractor will give County a copy of the policy, or portion of the policy necessary for County to submit claims on County's behalf,

- as of the contract date and
- promptly following any change in coverage.

Disposal Contractor may ask County to sign a confidentiality agreement before receiving the policy.

ATTACHMENT 15.02 Notices

Transport Contractor

Name	D & S Waste Removal, Inc.
Address	3 Hwy 95A East, Yerington, NV 89447
Phone Number	(775) 463-3090
Email Address	office@dswaste.com
Contact Name	Darrol Brown or Kevin Brown

County

Name	Mono County – Public Works – Solid Waste
Address	PO Box 457 Bridgeport, CA 93517
Phone Number	(760) 932-5453
Email Address	jnalder@mono.ca.gov
Contact Name	Justin Nalder – Solid Waste Superintendent

ATTACHMENT 15.05 Parties' Representatives

a. Contractor

Contractor	D&S Waste Removal, Inc.
Name	Darrol Brown or Kevin Brown
Phone Number	(775) 277-0175 or (775) 277-0143
e-mail Address	office@dswaste.com or kevinbrown450@yahoo.com
Mailing Address	3 Hwy 95A East, Yerington, NV 89447 P.O.Box 834, Yerington, NV 89447
Physical Address	3 Hwy 95A East, Yerington, NV 89447

b. County

County	Mono County – Public Works
Name	Paul Roten – Public Works Director
Phone Number	(760) 709- 0427
e-mail Address	proten@mono.ca.gov
Mailing Address	P.O.Box 457 Bridgeport, CA 93517
Physical Address	74 North School Street, Bridgeport, CA 93517



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Finance

TIME REQUIRED

SUBJECT Resolution to Allow Easy Smart Pay Service

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Resolution to use the Easy Smart Pay Service as an option for Mono County taxpayers to pay property taxes in monthly installments.

RECOMMENDED ACTION:

Approve the Resolution, to use the Easy Smart Pay Service as an option for Mono County taxpayers to pay property taxes in monthly installments.

FISCAL IMPACT:

The fee waiver will result in a revenue loss of \$37.00 per requested tax roll file. On an annual basis with no more than 12 files per year being remitted, the revenue loss is \$444.00.

CONTACT NAME: Janet Dutcher

PHONE/EMAIL: 760-932-5494 / jdutcher@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Resolution
Easy Smart Pay Overview

History

Time

Who

Approval

2/13/2023 5:12 PM	County Counsel	Yes
2/9/2023 8:38 AM	Finance	Yes
2/14/2023 11:16 AM	County Administrative Office	Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

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

Janet Dutcher, CPA, CGFM, MPA
Finance Director

Kimberly Bunn
Assistant Finance Director
Auditor-Controller

P.O. Box 495
Bridgeport, California 93517
(760) 932-5480
Fax (760) 932-5481

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

Date: January 21, 2023
To: Honorable Board of Supervisors
From: Finance: Janet Dutcher, Gerald Frank

Subject:

Resolution to use the Easy Smart Pay Service as an option for Mono County taxpayers to pay property taxes in monthly installments.

Background:

California Revenue and Taxation code authorizes counties to collect property taxes in two installments per year (R&T 2700-2708). Many property owners have the option to pay their property taxes in monthly installments through escrow services provided by banks owning mortgages; however, property owners who own their property outright lack a similar option. For some, semi-annual tax bills can be a financial hardship or considerable inconvenience. Some property tax owners within the County have voiced frustration to Tax Collection staff; however, the Tax Collector lacks the authority to provide monthly billing under current law.

Easy Smart Pay is a product and service of Smart Easy Pay Inc., DBA Easy Smart Pay, a privately held corporation founded in partnership with the California State Association of Counties Financing Corporation with the aim to fill service gaps between government agencies and the public regarding taxes. The Easy Smart Pay service allows individual property owners to voluntarily assign (and voluntarily un-assign) payment of their property tax bills to Easy Smart Pay, which will in turn bill them for tax bill amounts, spread over monthly installments, for a fee. The processing fee charged to the taxpayers by Easy Smart Pay (currently 1.99%) is comparable to those charged by our credit-card payment processor (currently 2.38%) for property tax payments.

The only financial impact to the county would be waiving the \$37.00 fee charged for providing the tax roll files to Easy Smart Pay. Taxpayers voluntarily enroll in Easy Smart Pay and when taxes are due, Easy Smart Pay will remit the total taxes due for enrolled property owners, to the county, in the same manner used by other banks and financial institutions that interact with the county's property tax system. The risk of nonpayment or late payment of property tax is between the taxpayer and Easy Smart Pay, according to their agreement. For example, it is our understanding, that if Easy Smart Pay does not have the sufficient funds to make the full payment of taxes due, the amount collected is refunded by Easy Smart Pay to the Taxpayer and payment of taxes and possibly penalties are transferred back to the taxpayer.

The Treasurer-Tax Collector's office currently uses the Megabyte property tax collection software; this allows for the Easy Smart Pay service implementation without further fees for technology upgrades or software integration. The current website would have a quick link to the program with little maintenance from the Treasurer-Tax Collector's office.

The Easy Smart Pay service offered is available to taxpayers throughout the State on an individual basis. Because the service fulfills an expressed constituent need, the Treasurer-Tax Collector seeks Board authorization by adoption of this proposed resolution to promote Easy Smart Pay's service to County property owners where appropriate and waive the data remittance fee. This may involve, but not be limited to, a link on the County's website and flyers or other materials available to the Treasurer-Tax Collector's office.

Currently 13 county Treasurer-Tax Collectors are offering this program to their taxpayers.

Fiscal Impact:

Revenue Loss:

\$37.00 per requested tax roll file. No more than 12 files per year. (\$444.00)



R23-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE USE OF EASY SMART PAY, A THIRD- PARTY SERVICE
PROVIDING TAXPAYERS WITH THE OPTION TO PAY SECURED PROPERTY
TAXES IN MONTHLY INSTALLMENTS**

WHEREAS, California Revenue and Taxation Code authorizes counties to collect property taxes in two installments per year (Revenue and Taxation Code 2700-2708); and

WHEREAS, many property owners have the option to pay their property taxes in monthly installments through escrow accounts with banks owning mortgages on their property; and

WHEREAS, other property owners who own their property outright do not have the option of monthly installment payments, and for some, the semiannual tax bill creates financial hardship; and

WHEREAS, under current law, the Tax Collector lacks the authority to bill property owners in monthly installments; however, the Corporation Smart Easy Pay, Inc, provides the Easy Smart Pay service to taxpayers on a voluntary basis for a fee commensurate with the processing fee that the Tax Collector currently charges for credit and debit payments; and

WHEREAS, Easy Smart Pay is a program overseen by the California State Association of Counties Financing Corporation; and

WHEREAS, because this service fulfills an expressed constituent need, the Tax Collector seeks Board authorization to promote the Easy Smart Pay service;

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

SECTION ONE: The Tax Collector is authorized to promote the Easy Smart Pay service to allow taxpayers the option of paying property tax bills monthly with a fee commensurate with County processing fees for credit card payments of property taxes.

SECTION TWO: The Tax Collector is authorized to waive the fee for providing the tax roll files to Easy Smart Pay up to twelve files per fiscal year.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2023, by the following vote, to wit:

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AYES:

NOES:

ABSENT:

ABSTAIN:

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



EASY SMART PAY
1017 L Street #595
Sacramento, CA 95814

Hello Prospective County,

This is a broad overview of Easy Smart Pay and what we do for County Government. Easy Smart Pay is a property tax payment portal for taxpayers who do not have an impound account. ESP allows taxpayers to pay their taxes in monthly or full installments.

First and foremost, Easy Smart Pay is a private company. Although we work closely with counties to assist with the flow of property tax payments, and are endorsed to perform services, we are not a government agency. ESP is a partner of the California State Association of Counties Finance Corporation, National Association of Counties and California School Board Association. We currently serve 13 of the 58 California County and have the capacity to open the service to all counties in California.

As you know, Counties are unable to accept partial payment for property tax. For taxpayers who do not have an escrow impound account, paying property tax in a lump sum can sometimes cause financial hardship. That is what brought about Easy Smart Pay. Our platform allows those taxpayers to pay their property taxes in monthly installments as well as pay with a credit card at the lowest rate in the state of California at 1.99%.

This is a **no hard cost service to the county**. It is a simple modernization of the way government can receive payments and provides a benefit to the taxpayer by allowing a process that legislation states counties are unable to perform.

Generally, the process for on boarding a County looks something like this;

1. The Board of Supervisors approves a resolution to adopt the service as an authorized provider.
2. The County sends us;
 - a. Tax roll data
 - b. Wiring instructions
 - c. CORTAC format definition & contact email address for CORTAC recipient
3. Add ESP to County website and allow us to place an insert in the property tax bill
 - a. This gives confidence to the taxpayers that we are a legitimate service and endorsed by the county.

Please let us know if you have an additional question, we are always happy to meet with you and your staff to further discuss the process.

Sincerely,

Easy Smart Pay

ESP Staff
Support@easysmartpay.org
(833) 397-6278



Modernizing the process of paying government



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Public Health

TIME REQUIRED

SUBJECT Wastewater Sampling MOU with
Mammoth Community Water District

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Approval of proposed, revised MOU between Mono County and the Mammoth Community Water District for wastewater sampling and analysis to detect infectious diseases.

RECOMMENDED ACTION:

Approve revised MOU between Mono County and the Mammoth Community Water District for wastewater sampling and analysis to detect infectious diseases for the period January 20, 2023, to June 30, 2024. The term may be extended for subsequent one or two-year terms by mutual written consent of the Parties.

FISCAL IMPACT:

There is no immediate fiscal impact associated with this request.

CONTACT NAME: Kathy Peterson

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

SEND COPIES TO:

Kathy Peterson

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Attachment A

History

Time

Who

Approval

2/9/2023 5:07 PM	County Counsel	Yes
2/7/2023 9:16 AM	Finance	Yes
2/16/2023 4:57 PM	County Administrative Office	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

To: Mono County Board of Supervisors
From: Kathryn Peterson, Interim Public Health Director
Date: February 6, 2023
Re: **Wastewater Surveillance MOU with Mammoth Community Water District**

RECOMMENDED ACTION

Approve revised MOU between Mono County and the Mammoth Community Water District for wastewater sampling and analysis to detect infectious diseases for the period January 20, 2023, to June 30, 2024. The term may be extended for subsequent one or two-year terms by mutual written consent of the Parties.

FISCAL IMPACT

There is no fiscal impact associated with this request.

BACKGROUND

On August 18, 2022, Mono County Public Health (MCPH) asked the Mammoth Community Water District (MCWD) to enter into a Memorandum of Understanding (MOU) with Mono County to jointly carry out wastewater sampling for COVID-19 and other infectious diseases at MCWD's facilities. The MCWD Board declined to approve the MOU.

Mono County Public Health staff provided expanded and more detailed information on the proposed wastewater sampling project to the MCWD Board of Directors on January 19, 2023, along with a revised MOU for their consideration that shifted all liability for the wastewater sampling program to the County.

The MCWD Board approved in concept the program, contingent upon County approval of changes to the MOU to more accurately reflect the sampling project logistics and the relationship between the County and MCWD. The revised MOU incorporating those changes is attached and presented to your Board for approval.

Please let me know if you have any questions or additional directions for staff.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
MAMMOTH COMMUNITY WATER DISTRICT
AND MONO COUNTY ON BEHALF OF ITS DEPARTMENT OF PUBLIC HEALTH
REGARDING WASTEWATER SAMPLING AND ANALYSIS**

This Memorandum of Understanding (“MOU”) is entered into by and between the Mammoth Community Water District (hereafter “MCWD”) and the County of Mono, on behalf of its Department of Public Health, (hereafter “County”) for the purpose of setting forth the mutual understanding of MCWD and County regarding the sampling and analysis of wastewater within the MCWD to determine the presence of communicable diseases. MCWD and County are collectively referred to herein as the “Parties” and individually as a “Party”.

NOW, THEREFORE, MCWD AND THE COUNTY HEREBY STATE THEIR MUTUAL AGREEMENT AND UNDERSTANDINGS:

1. Term. The term of this MOU shall be from January 20, 2023, to June 30, 2024. The term may be extended for subsequent one or two-year terms by mutual written consent of the Parties.
2. Termination. This MOU may be terminated by either Party at-will and without cause. The Party initiating termination shall provide thirty (30) days advanced written notice to the non-terminating Party unless a shorter notice period is agreed upon in writing by the Parties’ representatives.
3. Responsibilities of the Parties. The Parties will perform the following tasks, as assigned:
 - a. MCWD has acquired Sampling Device for use in collecting wastewater samples from the MCWD wastewater processing facility located at 1315 Meridian Blvd, Mammoth Lakes, California (hereafter the “Facility”). The Sampling Device shall remain the property of MCWD.
 - b. MCWD will install the Sampling Device at a location in its wastewater processing facility that is mutually agreed upon by the Parties.
 - c. In the event the Sampling Device requires maintenance or replacement during the term of this MOU, County will provide such replacement or maintenance at no cost to MCWD, or may terminate this MOU as provided in paragraph 1.
 - d. MCWD authorizes County’s Public Health staff to enter onto its property during regular business hours to collect wastewater samples on a schedule determined by County Public Health officials.
 - e. County’s Public Health staff will prepare the samples for shipment and will ship the prepared samples to a receiving lab selected by Public Health. MCWD shall not be responsible for any shipping costs.

- f. Upon receipt of lab results, County's Public Health staff will conduct such analysis and reporting as it determines appropriate. Lab findings will also be provided directly to MCWD and to the California Department of Public Health (CDPH) by the laboratory, and made publicly available as part of the CDPH California Wastewater Surveillance Program.
4. Costs. Each Party shall bear its own costs for the staff time involved in performing the tasks described herein.
5. Defense and Indemnification. County shall defend with counsel acceptable to MCWD, indemnify, and hold harmless MCWD, 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 MOU by County, or the County's agents, officers, or employees. County's obligation to defend, indemnify, and hold MCWD, 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. County'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 County, 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.
6. Insurance. County shall procure and maintain, during the entire term of this MOU, 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 County, their agents, representatives, employees, or subcontractors:
 - a. *Workers' Compensation*. 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.
 - b. *General Liability*. A policy of Comprehensive General Liability Insurance which covers all the work and services to be performed under this MOU, 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.
 - c. *Automobile Liability Insurance*. A policy of Comprehensive Automobile 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.

- d. *Coverage and Provider Requirements.* Prior to commencing any work under this MOU, County shall provide MCWD: (1) a certificate of insurance evidencing the coverage required and (2) 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.
- 7. Relationship of the Parties. All acts of the Parties, their agents, officers, and employees, relating to the performance of this MOU shall be performed as independent contractors, and not as agents, officers, or employees of the other Party. Neither Party, by virtue of this MOU, has the authority to bind or incur any obligation on behalf of, or exercise any right or power vested in, the other Party, except as expressly provided herein. No agent, officer, or employee of one Party is to be considered an employee of the other Party. It is understood by both Parties that this MOU shall not, under any circumstances, be construed to create an employer-employee relationship or a joint venture.
- 8. Amendments. This MOU may be amended by a writing signed by authorized representatives of the Parties.
- 9. Party Representatives. This MOU shall be administered on behalf of the Parties by the following persons, to whom any notices or correspondence concerning the MOU shall be directed:

Mammoth Community Water District:
 Mark Busby
 P.O. Box 597
 Mammoth Lakes, CA 93546
 (760) 934-2596 ext. 275
 Email: mbusby@mcwd.dst.ca.us

Mono County:
 Jen Burrows, Public Health
 P.O. Box 3329
 Mammoth Lakes, CA 93546
 760-924-1830
 Email: jburrows@mono.ca.gov

By the signatures of their authorized representatives appearing below, MCWD and the County agree to perform and abide by the terms of this MOU. This MOU may be executed in two (2) or more counterparts (including by electronic transmission), each of which shall constitute an original, and all of which taken together shall constitute one and the same instrument.

Mono County:
 By: _____
 Rhonda Duggan, Chairperson

Mammoth Community Water District:
 By: Mark Busby
Mark Busby (Feb 7, 2023 07:50 PST)
 Mark Busby, General Manager

Dated: _____

Dated: Feb 7, 2023

APPROVED AS TO FORM:

Stacey Simon (Feb 7, 2023 09:18 PST)

 Mono County Counsel

APPROVED BY RISK MANAGEMENT:

A handwritten signature in black ink, appearing to read "J. H. Stone", is positioned above a horizontal line.

REVISED FINAL MCWD-Mono County Wastewater Sampling MOU

Final Audit Report

2023-02-07

Created:	2023-02-07
By:	Stephanie Butters (sbutters@mono.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPqKP63CEXtKNTX6JFhWMcZDpO4bWgA3a

"REVISED FINAL MCWD-Mono County Wastewater Sampling MOU" History

-  Document created by Stephanie Butters (sbutters@mono.ca.gov)
2023-02-07 - 3:23:59 PM GMT- IP address: 162.252.88.212
-  Document emailed to mbusby@mcwd.dst.ca.us for signature
2023-02-07 - 3:26:33 PM GMT
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2023-02-07 - 3:42:03 PM GMT- IP address: 104.28.124.99
-  Signer mbusby@mcwd.dst.ca.us entered name at signing as Mark Busby
2023-02-07 - 3:49:58 PM GMT- IP address: 162.252.88.84
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Signature Date: 2023-02-07 - 3:50:00 PM GMT - Time Source: server- IP address: 162.252.88.84
-  Document emailed to Stacey Simon (ssimon@mono.ca.gov) for signature
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Document e-signed by Jacob Sloane (jsloane@mono.ca.gov)

Signature Date: 2023-02-07 - 5:21:13 PM GMT - Time Source: server- IP address: 162.252.88.212



Agreement completed.

2023-02-07 - 5:21:13 PM GMT



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Public Health

TIME REQUIRED 5 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Dr. Caryn Slack, Public Health Officer

SUBJECT February 28, 2023 Termination of
Local Emergency for COVID-19

AGENDA DESCRIPTION:

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

Proposed resolution terminating local emergencies related to COVID-19, effective February 28, 2023.

RECOMMENDED ACTION:

Adopt proposed Resolution terminating local health emergency related to COVID-19, declared by the Mono County Health Officer on March 15, 2020, and ratified by the Board of Supervisors on March 17, 2020 and terminating local emergency declared by the Board of Supervisors on March 17, 2020. Provide any desired direction to staff.

FISCAL IMPACT:

Although the termination ends eligibility for FEMA reimbursement, such reimbursements have been minimal as COVID-19 activities wind down.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: x1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Resolution
Presentation

History

Time

Who

Approval

2/15/2023 10:53 AM	County Counsel	Yes
2/16/2023 6:29 AM	Finance	Yes
2/16/2023 7:29 AM	County Administrative Office	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 14, 2023
TO: Mono County Board of Supervisors
FROM: Caryn Slack, MD, Mono County Public Health Officer
SUBJECT: **Termination of declaration of a local health emergency and local state of emergency in Mono County**

Recommendation:

Adopt Resolution R23-__ terminating the declaration of a local health emergency and local state of emergency in the County of Mono due to the Novel Coronavirus COVID-19.

Discussion:

On March 15, 2020, the Mono County Public Health Officer declared a local health emergency due to the COVID-19 pandemic, and the imminent and proximate threat to public health that COVID-19 presented. The Mono County Board of Supervisors ratified the Public Health Officers declaration on March 17, 2020 and also declared a state of local emergency.

The Governor of the State of California plans to end the California COVID-19 State of Emergency on Tuesday, February 28, 2023, and resume public health guidance and response efforts that align with current and future federal Health and Human Services and Centers for Disease Control and Prevention guidance and requirements. The federal government plans to end the national emergency and public health emergency declarations on Thursday, May 11, 2023, related to the COVID-19 pandemic.

The Mono County Health Officer finds that declarations of emergency are no longer required because conditions related to COVID-19 are now within the capabilities of local health care providers and the County to manage and address. In accordance with the California Health and Safety Code, Section 101080, the Public Health Officer recommends that the Board approve a resolution terminating the declaration of the COVID-19 local health emergency.



R23-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS TERMINATING THE
LOCAL HEALTH EMERGENCY RELATED TO THE COVID-19 PANDEMIC
DECLARED BY THE COUNTY HEALTH OFFICER ON MARCH 15, 2020, AND
RATIFIED AND EXTENDED BY THE BOARD OF SUPERVISORS
ON MARCH 17, 2020, AND TERMINATING
THE BOARD OF SUPERVISORS DECLARATION OF A LOCAL STATE OF
EMERGENCY DECLARED ON MARCH 17, 2020 (R20-30)**

WHEREAS, on January 31, 2020, the Secretary of Health & Human Services (HHS) declared a public health emergency, under section 319 of the Public Health Service Act (42 U.S.C. 247d) in response to the novel coronavirus (COVID-19); and

WHEREAS, on March 11, 2020, the World Health Organization announced that the COVID-19 outbreak met characterizations to be declared a worldwide pandemic; and

WHEREAS, on March 4, 2020, the Governor of the State of California, in accordance with the authority vested by the State Constitution and statutes, including the California Emergency Services Act, and Government Code Section 8625, proclaimed a State of Emergency in California in response to COVID-19; and

WHEREAS, section 101080 of the Health and Safety Code authorizes local health officers to declare a local health emergency within the health officer's jurisdiction, or any portion thereof, whenever the health officer reasonably determines that there is an imminent and proximate threat of the introduction of any contagious, infectious, or communicable disease; and

WHEREAS, on March 15, 2020, the Mono County Health Officer declared a local health emergency as a result of imminent and proximate threat to public health from the introduction of COVID-19 in Mono County; and

WHEREAS, on March 17, 2020, the Board of Supervisors of Mono County ratified the Health Officer's declaration of health emergency and also declared a state of local emergency pursuant to the California Emergency Services Act (Government Code section 8630 et seq.); and

WHEREAS, the Governor of the State of California, has announced a plan to end the California COVID-19 State of Emergency on Tuesday, February 28, 2023, and resume public

1 health guidance and response efforts that align with current and future federal Health & Human
2 Services and Centers for Disease Control & Prevention (CDC) guidance and requirements; and

3 **WHEREAS**, the President of the United States, has announced the intent to end the
4 national emergency and public health emergency declarations on Thursday, May 11, 2023,
5 related to the COVID-19 pandemic; and

6 **WHEREAS**, the Health Officer of the County of Mono has determined, and the Board
7 of Supervisors concurs, that the local declarations of emergency are no longer required because
8 conditions related to COVID-19 are now within the capabilities of local health care providers
9 and the County to manage and address;

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

12 **SECTION ONE:** The Local Health Emergency declared by the County Health Officer
13 on March 15, 2020, and ratified and extended by the Board of Supervisors on March 17, 2020,
14 shall terminate at 11:59 p.m. on Tuesday, February 28, 2023.

15 **SECTION TWO:** The Local State of Emergency declared by the Board of Supervisors
16 in response to the COVID-19 pandemic through Resolution R20-30 on March 17, 2020, shall
17 terminate at 11:59 on Tuesday, February 28, 2023.

18 **PASSED, APPROVED and ADOPTED** this 21st day of February, 2023, by the
19 following vote, to wit:

20 **AYES:**

21 **NOES:**

22 **ABSENT:**

23 **ABSTAIN:**

24 _____
25 Rhonda Duggan, Chair
26 Mono County Board of Supervisors

27 **ATTEST:**

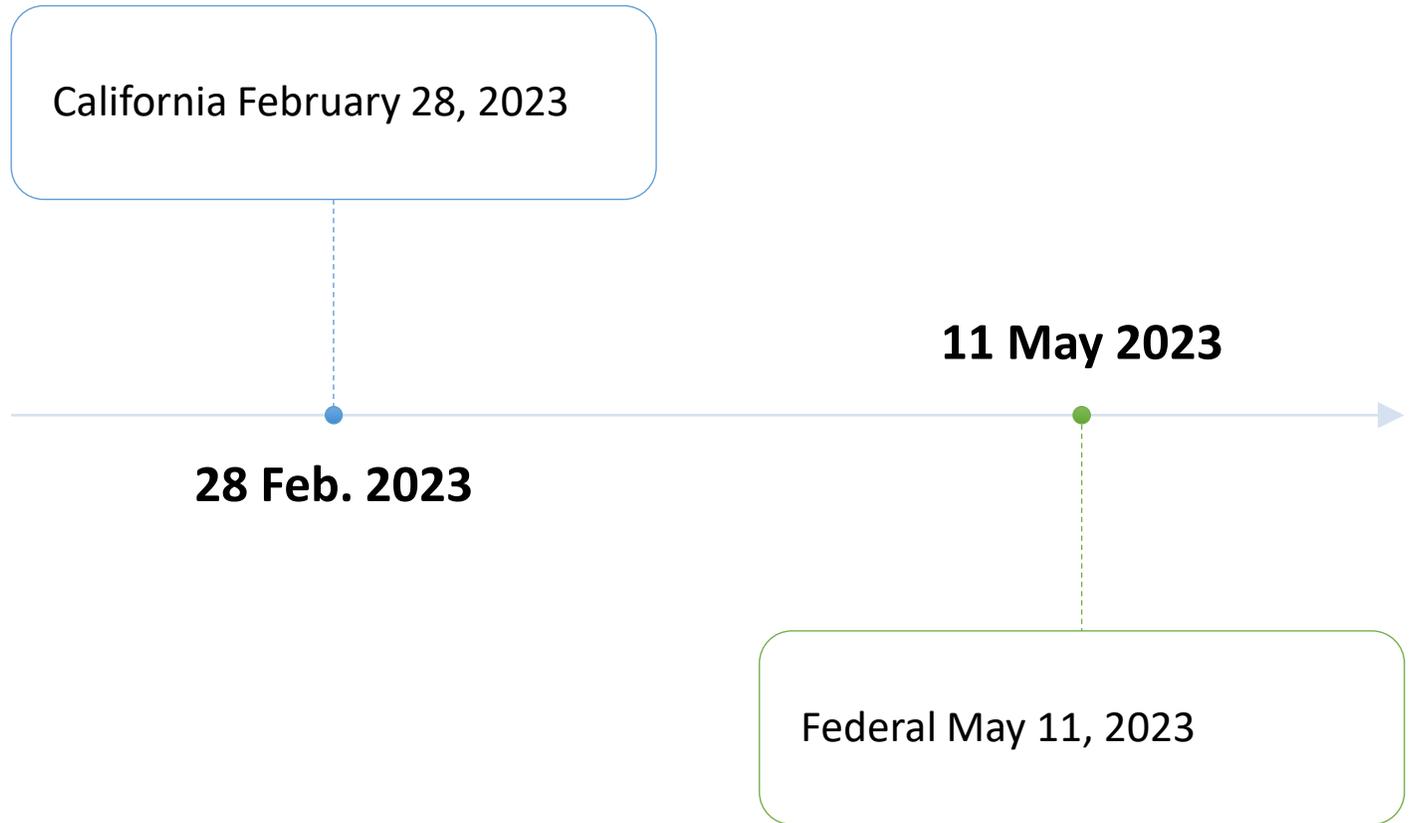
APPROVED AS TO FORM:

28 _____
29 Clerk of the Board

_____ County Counsel



Covid-19 Emergency Declaration

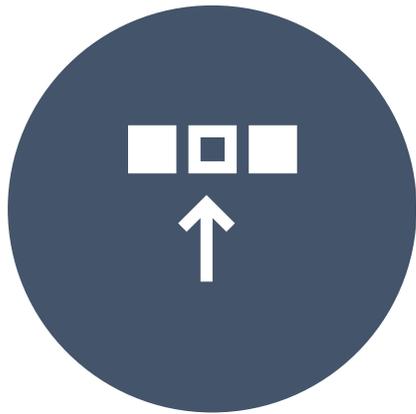


Transitions

- Direct people back to their primary care provider
- Public Health will continue to be safety net
- Pharmacies continue to provide testing and vaccination



Communication



PRESS RELEASE



NEWSPAPER AD



COMMUNITY
OUTREACH



What Does This Mean For Mono?

- Vaccine and testing clinics will end April 1, 2023
- Covid Team will staff Bridgeport office 1-2 days per week
- Continue to build relationships with Community Based Organizations
- Start NeighborFest Emergency Preparedness Program



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: CAO

TIME REQUIRED 30 minutes

PERSONS APPEARING BEFORE THE BOARD Megan Chapman, Budget Officer

SUBJECT Midyear Budget Report Fiscal Year 2022-23

AGENDA DESCRIPTION:

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

The Midyear budget report provides a summary of the Fiscal Year 2022-23 Adopted Budget, an overview of elements that influence budget, review of balances available for future appropriations and a brief description of requested budget adjustments/allocation list changes needed to provide services through June 30, 2023.

RECOMMENDED ACTION:

Approve FY 2022-23 Appropriation Transfer Requests, as presented or amended. Approve Resolution adopting a schedule for position classifications in conjunction with the adoption of the FY 2022-23 Midyear budget adjustment, as presented or amended.

FISCAL IMPACT:

If approved, this item will use contingency funds of \$66,000, leaving \$397,660 for use for the remaining months of June 30, 2023.

CONTACT NAME: Megan Chapman

PHONE/EMAIL: 7609241836 / mchapman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Department Requested Budget Adjustments & Service Updates
Appropriation Transfer Requests, Board approval required
Resolution
Revised allocation list

History

Time	Who	Approval
2/17/2023 8:55 AM	County Counsel	Yes
2/16/2023 6:46 AM	Finance	Yes
2/17/2023 8:56 AM	County Administrative Office	Yes



Date: February 21, 2023

BOARD OF SUPERVISORS

CHAIR

Bob Gardner / District 3

VICE CHAIR

Rhonda Duggan / District 2

Stacy Corless / District 5

Jennifer Kreitz / District 1

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Malinda Huggans

BEHAVIORAL HEALTH

Robin Roberts

COMMUNITY DEVELOPMENT

Wendy Sugimura

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Scheereen Dedman

COUNTY COUNSEL

Stacey Simon, Esq.

ECONOMIC DEVELOPMENT

Jeff Simpson

EMERGENCY MEDICAL SERVICES

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Janet Dutcher

CPA, CGFM, MPA

INFORMATION TECHNOLOGY

Interim Milan Salva

PROBATION

Karin Humiston

PUBLIC HEALTH

Interim Kathy Peterson

PUBLIC WORKS

Paul Roten

SOCIAL SERVICES

Kathy Peterson

To: The Honorable Mono County Board of Supervisors

From: Megan Chapman, County Budget Officer

Re: FY2022-23 Midyear Budget Report

SUMMARY:

In accordance with Section 29000, Government Code, known as the County Budget Act, Mono County adopted the CAO Recommended Budget on September 13th with a public hearing. This was the first budget adopted since restoring responsibility for Budget development and management to the CAO's office. As per direction of the CAO, Budget performance meetings began in November 2022 supporting increased attention on operating within Board approved appropriations to support County Services. The Mono County adopted budget for FY2022-23 comprises \$140.1 million of expenditures in all funds, offset by \$126.7 million in revenues and \$13.4 million in applied fund balance. The General Fund makes up \$45.3 million of both revenues and expenditures, or 32.3%, of the total Budget. The General Fund budget increased by \$4.8 million from FY 2021-22 to FY 2022-23. Of the \$4.8 million revenue increase the largest increase in general revenues were seen in the following:

- \$2.64 million in secured property taxes
- \$442,440 in Transient Occupancy Tax
- \$301,484 in Vlf In Lieu
- \$328,000 ERAF(Educational Revenue Augmentation Fund)

As stated by Finance Director Dutcher on January 10, 2023, Mono County has an available General Fund Balance of \$7.05 million as well as a unspent American Rescue Act Plan Act (ARPA) funds in the amount of \$2.19 million and Local Assistance and Tribal Consistency Fund (LATCF) funds of \$5.59 million for total available funds of \$14.8 million for appropriation by the Mono County Board.

LOCAL ECONOMIC IMPACT:

Mono County continues to experience high rates of inflation seen in increased costs of contract services and fuel prices. As per the LAO, the October Consumer Price Index for all Urban Consumers increased at an annual rate of 5.3 percent in October compared to 7.7 percent over the last year. The LAO October Inflation Report published on November 16, 2022 reaffirmed that there is a high risk of inflation remaining elevated in the current budget year and beyond. With increased interest rates inflation should come down and stabilize, but it remains to be seen what will happen and we continue to operate in an environment that has expenses outpacing revenues.

Property values and corresponding Assessment Roll continue to be strong along with Transit Occupancy Tax and Sales and Use tax. Transit Occupancy Tax for Q1 is marginally higher than last year and Sales and Use tax continues to be strong, having received \$421,551 of a \$653,000 budget in five of twelve months. As per the Assessor's office the Assessment Roll for FY2023-24 will be higher than the Assessment Roll for FY2022-23.

As per Finance Director Dutcher, the first installment collections of secured property taxes are trending approximately 4% higher than budget. On the other hand, there is a shortfall of approximately \$48,000 for unsecured property taxes. First quarter Transit Occupancy Tax (TOT) is trending slightly above budget. For all other revenue items, collections appear to be on target.

DEPARTMENTAL BUDGET UPDATE AND REQUESTED BUDGET ADJUSTMENTS:

All Mono County departments are making progress towards their service goals for the FY2023-24 Budget Cycle. The FY2023-24 Adopted Budget identified specific objectives that each department set out to achieve with approved appropriations, and each has made progress as outlined in the FY2023- 24 Department Outcomes section. Each County department continues to demonstrate expertise and provide needed services in our communities in line with the strategic plan and meeting state mandates. All department budget requests, and service updates are included in this report as Attachment A with corresponding technical adjustments in Attachment B.

Departments are on target to provide services within their approved appropriations. The Midyear review for all department budget units has been collaborative between Department Budget teams. Departments continue to make use of the new Appropriation Transfer Request (ATR) form for all budget adjustments. The only request for contingency funds at Midyear is for the Technology Refresh Internal Service Fund for \$66,000. The contingency adopted as part of the FY2022-23 budget is for \$463,660. Approval of Budget Adjustments in Attachment B will bring the adopted contingency down to \$397,660 for use through June 30th 2023.

Behavioral Health - requesting using salary and wages savings from vacancies and use of fund balance to pay for new software for the Workforce Education Training and increasing appropriations for Student loan reimbursement to cover cost of new employee loan that is eligible for the Mental Health Services Act student (MHSA) There are also adjustment to the allocation of Insurance across budget units, with no net effect on the total cost of insurance in Behavioral Health.

Community Development - requesting adjustments due to unforeseen changes to staffing due to medical leave and staff changeover. Additionally, building permits, building department fees and planning permits revenues are tracking to exceed budget. To accommodate both of the above, there is a request to increase revenues for above stated fees and increase contract services and salary and wages in the Planning budget unit.

District Attorney – There is a request to move budget for insurance from the Victim Witness budget unit into the District Attorney budget unit as insurance is not an eligible expense for the Victim Witness grant. There is also a request to increase salary and wage appropriations due to new contracts for current staff at higher rates and payout due to transition of new District Attorney from contract to elected official. The request uses salary and wage savings due to vacancies in other county departments.

Finance – The Technology Internal Service Fund (ISF) needs a general fund contribution of \$66,000 for Security measures that did not get included in the Operating Transfers in the recommended budget. There is also a request for use of fund balance to purchase a piece of equipment in the Copier Pool ISF. Additionally, the way we pay for leases needs to be changed to a transfer in and payment from the Debt Service Fund.

Probation – The CCP Executive Committee approved an additional expenditure of \$100,000 to support the jail construction project.

Public Health – Requests adjustments due to grant revenue increases and decreases based on State grants and additional revenue sources. Also included is an appropriation for use of fund balance for advanced funds received for use during FY2022-23 that are now programmed. Public Health Education has an adjustment for a revenue increase and request for corresponding expenditures. Environmental Health has an increase in revenue for Certified Unified Program Agencies (CUPA) settlement and corresponding expenditure.

Public Works – The Facilities budget unit has the largest need for an increase in appropriations due to inflation and need for increase of appropriations in contract services. This increase is covered by salary and wage savings due to vacancies amongst budget units. There is also a request for use of Solid Waste tipping fees to fund the opening of Pumice Valley needed services and improvements. Additionally, there is a request for a change to the allocation list to allow for the hiring of a Road Operations Superintendent.

Sheriff – The Sheriff has received a new grant for Wellness and Mental health that has corresponding requested appropriations. There is also a request for an increase in revenues for the Off-Highway Vehicle grant and corresponding appropriations due to timing of the grant.

Social Services – Received additional funding for adult protective services Home Safe funding and will use approximately \$75,000 of this amount to assist seniors in our County with housing-related supports. An adjustment is needed for additional revenue received for conservatee passing, additionally there is an increase in appropriations for salary and wages to add an additional Social Worker I-IV for the development of the Public Administrator/Public Guardian responsibilities added in November of 2022. There is also a request to convert an existing Eligibility Specialist III position and adding and Integrated Caseworker III to allow for career growth.

After reviewing all Department budget unit budget performance reports there are few areas worth mentioning that may require additional appropriations before June 30th 2023. The Emergency Medical Services Department has to seen staff adjustments and is utilizing more overtime than projected. Although the budget for overtime should be used to compensate for vacancies within the department, the overtime burn rate is higher than salary and wage savings for medical leave and retirements. The Sheriff's budget units did not increase their appropriations based on the newly signed Memorandum of Understanding as some of the newly agreed to compensation will be covered by savings due to vacancies. At the direction of CAO Lawton we will adjust appropriations once we know amount needed with the filling of vacancies. Probation is tracking within approved appropriations, but some of the expenditure cost recovery from grants will need to be reevaluated in the coming months and brought back to the board as needed. Of the above noted departments, unused appropriations in salary and wages due to vacancies across all departments and approved contingency funds are projected to be adequate to meet expenditure needs through June 30th 2023.

If you have any questions regarding this item,
please contact Megan Chapman at 760-924-1836 or mchapman@mono.ca.gov

Respectfully Submitted,

Megan M. Chapman

ATTACHMENT A: Department Requested Budget Adjustments & Service Updates
ATTACHMENT B: Appropriation Transfer Requests – Board approval required.
ATTACHMENT C: Allocation list – Revised
ATTACHMENT D: Resolution

**Department updates –
Budget Requests and Service**

ANIMAL SERVICES

BUDGET UPDATE

No adjustments requested.

DEPARTMENT SERVICES UPDATE

FY2022-23 Department Outcomes

- Exploring strategies to reduce adoptable animals' length of stay by placing them in their new homes faster. Examples of strategies include, but are not limited to, social media exposure, utilizing volunteers to help promote our animals by taking them out and spending time with them, and providing basic training to enhance adaptability.
- Reducing the number of animals being placed in the adoption program through pet owner support efforts and reuniting lost pets with owners.
- Developing a department emergency action plan, a handbook, and a training schedule for emergency workers, and recruit volunteers.
- Developing a livestock care plan to better serve the livestock of the community. This livestock care plan would include better response time, and to provide more efficiency with emergency evacuations. In the event of emergency, Inyo Animal Services has offered their only horse trailer as an option for our department, but this is will not work for all circumstances.

ASSESSOR

BUDGET UPDATE

No adjustments requested.

ASSESSOR DEPARTMENT SERVICES UPDATE

FY2022-23 Department Outcomes

- Started on July 1, 2022 to finalize the assessment roll by June 30, 2023.
- Resolved all appeals scheduled by the clerk.
- Ongoing assistance to the Clerk-Recorder in the collection of Documentary Transfer Tax.
- Collaborating with IT to integrate data collection software into fieldwork as necessary.
- Value notices were delivered to all owners of taxable parcels in Mono County.
- The scanning project and transition to a paperless workplace is ongoing.
- The assessment roll prepared by the Assessor's Office provides approximately 70% of the funding of the General Fund through property taxes; this provides support for all strategic plan objectives that are supported by the General Fund.

BEHAVIORAL HEALTH

BUDGET UPDATE

120-41-840 (Behavioral Health)

- Increase to Telephone / Communications of \$4500 to cover additional staff cell phone stipends.
- Increase to Membership Fees by \$1000 to cover additional state association membership dues.
- Increase to Travel & Training, fuel, and motor pool expense due to anticipated increase in travel due to more in person meetings and conservator visits than in the recent past.

- Increase made to Liability Insurance and Workers Compensation Insurance to correct distribution calculation.
- Decrease A-87 by \$7655 to match Finance Department final calculations. These additional costs are covered by salary savings.

120-41-845 (Alcohol and Drug Program)

- Travel & Training, fuel, and motor pool expense increased due to anticipated increase in travel due to in person meetings and trainings than in the recent past.
- Increase made to General Liability Insurance to correct distribution calculation.
- Increase in Contract Services for required contracts to meet state regulations that were not foreseen at the time of budget adoption.
- Decrease to A-87 expense to match Finance Department final calculations.

These additional costs will be covered with salary savings and realignment fund balance.

121-41-181 (Mental Health Service Act)

- Increase to Membership Fees to cover additional state membership dues.
- Increase in Student Loan Reimbursement to cover cost of new employee that is eligible for the Mental Health Services Act student (MHSA) Workforce Education and Training (WET) loan contribution. The department also paid into the MHSA WET state match program. This loan reimbursement is separate from the general fund.
- Decrease in General Liability and Workers Compensation Insurance due to miscalculation.
- Increase in Software Licenses for new Electronic Health Record. These one-time, upfront costs were not finalized at the time of budget adoption.
- Adjustment in A-87 expense to match Finance Department final calculations.
- These additional costs will be covered with Salary Savings and MHSA fund balance. The cost of the Electronic Health Record has been written into the MHSA Innovation plan.

122-41-840 (Behavioral Health Realignment)

- Transfer from fund balance to cover additional contract expenses in the Alcohol and Drug Program budget.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Objectives

- Bring to the Board of Supervisors a comprehensive report detailing the prevention services and strategies related to suicides and overdose deaths in Mono County. (Completed November 2022)
- Work with our partners in Social Services, Public Health, Probation, and others to address services and programs provided and create a report detailing needs that are not currently being addressed. (Ongoing)

FY2022-23 Department Outcomes

The following objectives are ongoing:

- Increasing Medi-Cal revenues by 30% from FY2021-22.
- In process of implementing infrastructure changes required by California Advancing and Innovating Medi-Cal (CalAIM), including a new Electronic Health Record with completion date of July 2023.
- Implemented Drug Medi-Cal program which will be managed by the Substance Use Disorder Quality Assurance Coordinator
- Increased services in North County with hire of Case Manager to target this area
- Continue work with the Early Psychosis Detection program through UC Davis and the Mental Health Services Act Oversight and Accountability Commission.
- Continue to be a voice with Legislators and State Leaders to promote the “Small and Frontier County” voice.

- Enhance the department’s data collection and analytics to support our systems, outreach, and outcomes.
- Continue collaborating on Permanent Supportive Housing units within the Parcel in Mammoth Lakes.
- Half way through Mental Health Student Services Act grant with Mono County Office of Education to provide on campus mental health treatment to students throughout the county.
- Continue devoting staff to increasing regulatory demands.
- Address infrastructure change, student mental health and housing needs through pursuit of grant monies.
- Continue meeting timeliness thresholds for all Medi-Cal Services.

CLERK

BUDGET UPDATE

Travel and Training for all budgets has been hard to project, given the increased costs of hotels, meals, and gas. Staff and Board members seizing education and networking opportunities has led to an increase in Travel & Training, Vehicle Fuel Costs, and Motor Pool Expense. Increased interest rates have caused a slump in the housing market, which translates to less revenue from recorded documents. We were also made aware of a tool for recording in the way of a membership with the National Notary Association. With a few adjustments, our budget should meet department objectives through June 30, 2023.

100-27-180 (Clerk Recorder)

- Administrative transfers have been requested to move funds. Membership Fees needs an additional \$199 for a new membership with the National Notary Association, Special Department Expense needs an additional \$190 for the Department of Justice’s ERDA annual charge, and Technology Expense – Software License lines needs to decrease by \$380 to cover the other increases.

100-11-010 (Board of Supervisors)

- Administrative transfers have been requested to move funds. Now that Covid-19 restrictions have lifted and more events are being held in person, along with newer Board members taking advantage of the educational and networking opportunities offered through various conferences, additional funds are needed in the Travel & Training, Vehicle Fuel Costs, and Motor Poll Expense budget lines. The requested amounts are an additional \$20,000, \$900, and \$2,724, respectively. The request includes a decrease in the Employee Benefits budget line, which has savings from a personnel change.

100-15-181 (Elections)

- Administrative transfers have been requested to move funds. Overtime needs an additional \$769 for the Elections Assistants who needed more time to set up poll places and count ballots than was originally anticipated, Ballot Expenses needs an additional \$1220, as the cost of ballots increased since the last election, Publications & Legal Notices needs an additional \$1,750, as there were more publications requirements for this election and the costs increased, and Poll Worker Expenses needs to decrease by \$2839 to cover the other increases.

DEPARTMENT SERVICES UPDATE

FY2022-23 Department Outcomes

- Streamline the election process now that all voters receive a mailed ballot.
- New records management program implemented.

COMMUNITY DEVELOPMENT

BUDGET UPDATE

Cost savings from the Building, Code Enforcement, and Planning Commission budgets are being transferred to the Planning budget to offset increased expenditures. The cost savings are described in more detail below but are mainly due to salary savings from staff positions being budgeted at a higher salary rate than actually hired, cancelled meetings, or actual expenditures simply tracking lower than budgeted. The need for increased expenditures in the Planning budget are described in detail below but are primarily due to underbudgeting staff positions based on the current staffing levels, rather than programmed staffing levels, and the need for contract staffing to backfill technical expertise lost with senior staff retirements. Overall, the proposed budget changes result in no net impact to the General Fund, and no new funds are requested.

100-27-250 (Planning)

Funds need to be transferred from other Community Development Department budgets in order to meet the funding needs above, and the proposed changes to the budget are neutral and balanced. No new funds are requested:

- Permit revenues have already exceeded 88-90% of the projected budget. The proposed increase to revenues is a conservative 15% buffer for the remainder of the year in case revenues decrease sharply and unexpectedly which equates to a Planning permit revenue increase from \$125,000 to \$205,000
- Overtime: This unanticipated expenditure resulted from a payout due to a resignation in November.
- Telephone/Communications: This line item was estimated based on FY 21-22 bills, but the rate appears to have increased.
- Contract Services: Planning is understaffed due to attrition and conversion to part-time in recent years, and has lost specific technical expertise due to senior staff retiring and recent staff departures. As a short-term solution, contract staff is being hired for permit processing and specific technical expertise such as CEQA preparation and oversight.
- Recruiting Expenses: Additional funds are needed to recruit for vacancies.
- Salary and Wages: This line item appears to be exceeding its budget for the first half of the year and is due to underbudgeting of the Principal Planner position (which was filled at 0.47 FTE by a retired annuitant at the time the budget was developed, and later hired at 1.0 FTE) and payout due to a resignation. However, changes to the second half of the year are anticipated to result in salary savings for the following reasons: 1) One current vacancy is open and being flown, but likely to take some time to fill. 2) The retired annuitant filling the second staff vacancy will be almost entirely funded by transportation dollars, which will reduce the cost to the general fund budget. 3) Another vacancy is expected in mid-February which will take time to fill. To ensure there is adequate budget for Salary and Wage in Community Development this budget will be augmented from CAO Salary Saving for \$31,000.

100-27-253 (Planning Commission)

- The maximum number of Planning Commission meetings (12) is budgeted each year, and two meetings were cancelled in the first half of the year resulting in minor savings. The salary savings are being transferred to the Planning budget for the needs described above.

100-27-255 (Building Inspector)

No new funds are being requested, and fund balances are being transferred to the Planning budget for those needs described above.

- Permit revenues have already exceeded 88-90% of the projected budget. The proposed increase to revenues is a conservative 15% buffer for the remainder of the year in case revenues decrease sharply and unexpectedly which equates to an increase of Building Permits to \$98,000 and Building Department Fees to \$108,000
- Salary and benefits: A vacant position was recruited and budgeted at a higher salary rate than the rate at which it was actually filled, resulting in savings.

- Contract Services: Due to the building code cycle which took effect on Jan. 1, 2023, the prescriptive designs for Accessory Dwelling Units and garages need to be updated. The increase provides funding for a consultant to update the designs.
- Aside from slight increases to contract services for plan checks, no increased expenditures are caused by increased permit activity because new staff are not hired for these short-term fluctuations.

100-27-252 (Code Enforcement)

- No changes were made to staffing levels, but salary and benefits appear to be significantly less than budgeted. Minor adjustments were made based on actual expenditures compared to expected expenditures at this point in the year. Savings were transferred to Technology Expenses and the Planning budget.
- The increase to the Technology Expense-Software Licenses is needed because budgeting for Community Development’s permitting software (BasicGov) was missed in the initial budget.

107-27-194 (Geothermal)

- No adjustments are needed at this time, although a Request for Proposals process is currently underway for contracting services and may eventually result in a future modification. This budget is funded by the applicant, Ormat Technologies, Inc., and does not impact the General Fund.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- Worked with Housing Opportunities Manager to Update BOS policies for affordable housing, including streamlined processes and options to incentivize building of units: The Community Development Department (CDD) met regularly with the Housing Manager and provided support as needed. CDD’s lead housing staff departed at the same time as the Housing Manager; however, CDD is attempting to continue assisting with the Regional and Local Early Action Program (REAP and LEAP) grants, as well as the Permanent Local Housing Allocation (PLHA). CDD initiated a policy discussion about using RVs as residential units and is reassigning workflow the continue staffing the housing services that have been provided in the past, such as an updates to the Board on housing efforts, reporting to the state, and an annual Housing Authority meeting.
- Through a current funding award, assessing Special District Capacity and needs to support increased housing density: After difficulty finding a consulting firm, a contract is in place and work is well underway to establish the existing conditions of special districts to support housing development. The baseline information should be completed soon, and the second half of the fiscal year should see completion of the baseline evaluation and initiation of the analysis to determine appropriate locations for increased density.

FY2022-23 Department Outcomes

- Responded to public inquiries about land uses and other CDD programs: CDD has been accomplishing this objective.
- Processed development applications and CEQA, including building permits: CDD staff is at capacity and is working on establishing contract staff capacity to augment on an as-needed basis.
- Managed and participated in regulatory, community and collaborative commissions and committees: CDD has been accomplishing this objective for five Regional Planning Advisory Committees, the Planning Commission, the Local Transportation Commission, the Local Agency Formation Commission, the Land Development Technical Advisory Committee, the Long Valley Hydrologic Advisory Committee, and the Collaborative Planning Team. Meeting this objective will become more challenging when several of these meetings are required to return to in-person formats to meet the Brown Act, which will require the dedication of additional staff time for travel.
- Responded to code enforcement cases: CDD has been accomplishing this objective which, anecdotally, feels more time consuming and contentious than past years.
- Working to complete grants and priorities, including the following:

- CDBG TA grant to study special district capacity to support increased housing density, update municipal service reviews for LAFCO: See strategic plan objectives above.
- Finish North County Water Transfer Program policies and amend the General Plan: A new workplan has been established to complete this project by Oct. 2023.
- Provide administration for the IRWM grant for a Tri-Valley groundwater model: No communication about this grant award has been received.
- Study the impact of short-term rentals on the long-term rental housing market: Staff is inquiring with a potential consultant on this project but is uncertain how to study the issue. A nexus study establishing fees for short-term term rentals is already in place.
- Implement the LTC's Overall Work Program, including completing the June Lake Active Transportation Plan and assisting with the WWRP plan: Underway, Gerry LeFrancois is expected to return as a retired annuitant on a very limited basis to assist with transportation staff work. The June Lake Active Transportation Plan will be presented to the Local Transportation Commission in Jan./Feb. 2023. The West Walker River Parkway Plan is expected to be completed in late spring 2023.

COUNTY ADMINISTRATIVE OFFICE

BUDGET UPDATE

100-11-020 (Administration)

Adopted FY2022-23 Budget needs to be adjusted to meet department objectives through June 30, 2023:

- County Administration requests an adjustment to the Salary and Wages line of \$20,000 to reallocate Travel & Training, Office Expenses, Technology Expenses, and Overtime accounts.
- Account number 100-11-020-33350 Travel and Training is requesting \$2,498 because, at the time, FY2022-23 travel and training costs didn't include travel and training costs for Human Resources or Housing Manager to attend training and conferences.
- There are three-five anticipated travel and conferences in the remainder of FY2022-23. The amount requested will cover the CAO office until the end of FY2022-23.
- Account number 100-11-020-32000 Office Expenses are requesting an increase because there is a need to buy office equipment for the CAO conference room in Bridgeport, CA.
- Account number 100-11-020-32010 Technology Expenses is seeking an adjustment for an additional \$404.40 to cover Technology Expenses due to unaccounted-for costs associated with IT costs.
- An additional \$3000.00 is needed to accommodate increases in overtime.

100-21-077 (Grand Jury)

- Adopted FY2022-23 Budget needs to be revised to meet department objectives through June 30, 2023. The Grand Jury needs to reallocate some money from Jury & Witness Expenses and Technology Expenses to cover new Grand Jury recruitment and travel and training costs due to \$1,200.00 in outstanding bills and additional travel and training costs needed to the end of FY2022-23.

659-10-300 (Workforce Development)

- Adopted FY2022-23 Budget is not adequate to meet department objectives through June 30, 2023. To assist in employee professional development and training and increase employee wellbeing. The CAO requests to reallocate \$40,000 from consulting services to workforce wellbeing Fund 659 to increase employee retention and well-being.

100-10-330 (General Fund Contingency)

- Adopted FY2022-23 Budget is adequate to meet department objectives through June 30, 2023.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- Office of Emergency Management was formed, and Director hired.
- Wildfire Mitigation Coordinator was brought on board on November 28, 2022, to accommodate the new function of the Office of Emergency Management.
- Contract with The Ferguson Group (TFG) has been executed and is in the process of evaluation of department needs for funding and updating our federal legislative platform.
- Comprehensive Administration Policy Manual is in process with draft policies for implementation.
- Completed some Budget Process enhancements, including Budget performance reports for all departments, with more improvements on the horizon.
- Translation services have been put on contract.
- An outside public defender for the Death Penalty case has been retained. The other three public defenders and one investigator is on contract with the corresponding budget.
- CSA's customer service and budget responsibilities are now housed in the CAO office.
- Mono County Eastern Sustainable Recreation Coordinator moved back into Public Works, and the position has been filled.
- Investment in employee development with department heads enrollment and completion of the NACO High-Performance Leadership Academy (this is an ongoing effort).
- Investing in employee well-being through coffee with the CAO occurs monthly in North and South County.
- Addition of Employee/Employees of the month to coffee with the CAO.
- Administration held a canned goods drive and Frost Fest to encourage employee well-being in December.

FY2022-23 Department Outcomes

- The Office of Emergency Operations has been formed with a Director of Emergency Management and a Wildfire Mitigation Coordinator. <https://ready.mono.ca.gov/>
- Working with Finance to contact the Government Finance Association for recommendation and implementation of a new Enterprise Resource Planning System.
- Recruitment is in place to hire a Chief People Officer. To enhance the effectiveness of Human Resources, a process to implement recruitment management software has been done and is on track to be purchased and implemented in the coming months.
- Some of the objectives are behind schedule due to turnover in staff but will resume when staffing levels are able to accommodate Housing and the County Wide Fee Study.
- Moving forward with housing workshop to explore opportunities and achievable goals.
- On contract to complete Countywide fee-study analysis and recommend increased fees where appropriate to the Board for consideration before FY.

COUNTY COUNSEL

BUDGET UPDATE

100-13-120 (County Counsel)

- There is an ATR for a mid-year administrative adjustment being submitted to allow for County Counsel staff cell phone stipends.

652-10-300 (Insurance ISF)

- There is a need to move fund to Health care benefits due to a change in status, funds will be pulled from unused appropriations in special Department expense.

DEPARTMENT SERVICES UPDATE

FY2022-23 Strategic Plan Objectives

- Proposed a Board ad hoc committee to provide guidance regarding the development of Davison Property in Mammoth Lakes for affordable housing. Ad hoc committee was formed and the repurposing of the Property is well-underway.
- Completed sale of two residential units in Benton to the Utu Utu Gwaite Tribe for affordable housing.
- Currently engaged with outside consultant in development of a comprehensive administrative policy and procedure manual using existing County policies and new policies where gaps exist.
- Continue to engage with partner agencies and the CPUC regarding broadband access/affordability in Mono County.
- Continuously review existing, and draft new, Human Resources policies and procedures, including most recently, Reasonable Accommodation Policy, Animals in the Workplace Policy, Social Media Policy, Bilingual Pay Policy, Inclement Weather Policy, COVID policy.
- Attend jail executive team meetings, provide legal advice, draft or review contracts and related documents.
- Completed negotiations and contracting for new comprehensive solid waste system.
- Provided trainings and training materials to County staff on a variety of legal topics, from Public Records Act, to Sexual Harassment, Brown Act and contract procedures.
- Drafted legal documents necessary to transition from divided provision of Public Guardian, Public Conservator, Public Administrator functions into a single Public Guardian's office to provide all services.
- Drafted legal documents necessary for the establishment of Office of Emergency Management and hiring of Emergency Services Manager.

FY2022-23 Department Outcomes

- Continued to guide the County through legal complexities associated with COVID, fire and winter storm emergencies.
- Worked with Ormat Technologies to ensure the modernization of geothermal facilities to protect public safety and the environment.
- Filed litigation resulting in the Los Angeles Department of Water and Power abandoning its proposal to implement dry leases in Long Valley.
- Finalized suite of complex legal documentation to facilitate to the transition of the County's solid waste program from landfill to long-haul.
- Achieved a reduction year-over-year in insurance rates for the County based on claim history and handling.
- Drafted documents to secure grant funding for a groundwater model of the Tri-Valley groundwater basin.
- Successfully prosecuted multiple code compliance violations.
- Represented the County's child welfare services in various court actions to protect children and provide families with resources to improve outcomes.
- Represented the County's Behavioral Health and Social Services departments in various adult protective services and mental health conservatorship matters.
- Drafted or reviewed the hundreds of contracts, leases, MOUs, ordinances, resolutions and other legal documents approved or entered into by the County.
- Provided consistent and sound legal counsel and advice to all County departments, the Board of Supervisors, Planning Commission, Assessment Appeals Board, Tri-Valley Groundwater Management District, and other special districts within the County.

DISTRICT ATTORNEY

BUDGET UPDATE

100-21-430 (District Attorney)

- Revenues and expenses have generally fallen within budget with the exception of salaries. During the first half of the fiscal year, the County agreed to contracts with the District Attorney's Office's two sworn investigators, whom had been working outside of a contract for more than a year. The goal of the compensation of these contracts was to obtain parity with the Mono County Sheriff's Department and will change automatically pursuant to adjustments within the DSA negotiated MOU. In addition, the retirement of Tim Kendall and election of David Anderson to District Attorney caused a contractual payout of sick and vacation accrual. This budget unit may require additional appropriations to salary and wages depending on the term of the current vacancy.

DEPARTMENT SERVICES UPDATE

FY2022-23 Department Outcomes

No new projects are proposed. The only goals for this budget year, is to assure that mandatory functions are being performed, counted, and measured. Non-mandated services will be attempted but not at the detriment of the core and mandated services. Measurements of our mandated services will be stat driven and monitored through stats and survey data to ensure compliance, completion, and service satisfaction.

ECONOMIC DEVELOPMENT

BUDGET UPDATE

105-19-191 (Tourism)

Adopted FY 2022-23 Budget is adequate to meet department objectives through June 30, 2023. A transfer of \$500 to Membership Fees is needed to cover an increased cost to the High Sierra Visitor Council Membership. Savings will come from 33120 Special Department Expense due to a cancelled trade show - our booth fee for 2023 Bay Area Travel Show was refunded (\$3,840).

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items:

- Working with RCRC to complete a CEDS - Comprehensive Economic Development Strategy to identify opportunities to diversify the economy with an anticipated completion date of June 2023.
- Working with Marcella Rose our Sustainable Recreation Coordinator to develop infrastructure and opportunities including the recently completed Bridgeport Winter Recreation Trail.
- Provided the first report to the Board of Supervisors in September with the second report anticipated in early February.
- Continued to promote and advertise Camp Like A Pro campaign. Included messaging in our Visitor Guide and Website on wildfire safety, wildlife safety, Mountain Manners, wildflower etiquette, sustainable fishing, dog and pet best practices and COVID-19 information. Anticipating completing a Poo Like A Pro video in spring 2023. Actively promoting areas that have desire and infrastructure for increased tourism.
- Implementing marketing plan for Fall, Winter and Spring shoulder seasons. Completed weekly Fall Color reports and sponsorship with CaliforniaFallColor.com. Completed and promoted Winter recreation video. Anticipating promoting waterfalls and wildflowers in spring 2023. Ongoing support and advertisement through our social media, PR, newsletter, visitor guide, calendar, tradeshow, website and marketing channels. Launched new "California's Great Beyond" video.
- Completed sales mission with MLT to India in December. Working with MLT, Visit Bishop, Visit California and US Travel to attend IPW in San Antonio in May.

- Executed \$299,138 in forgivable loans to businesses in Mono County through CDBG CV 2-3. Continued to provide support, grants, loans, and funding opportunities through our state and federal partners including HCD, USDA, SBA, Go-Biz, SBDC, VCA, CALED, and CalTavel. Amended CDBG CV-1 Grant to provide an additional \$64,484 in forgivable loans to businesses in Mono County.
- A business appreciation event will be held in Walker, Bridgeport, Lee Vining, June Lake and Crowley Lake in early Spring 2023
- Continued dialog with CDFW, CalTrout, Trout Unlimited on angler and wildlife issues in Mono County including fishing regulations on the East Walker River. After many years of advocating a year-round fishing license was adopted by CDFW on January 1, 2023. Promoting sustainable catch-and-release fishing and promoted new winter fishing locations under the new fishing regulations.

FY2022-23 Department Outcomes

- TOT in Q1 came in at record breaking 1.76M, exceeding pre-pandemic levels.
- Film Commissioner Liz Grans has met with every federal agency in Mono County to assess their needs. Staff is moving forward on an MOU with the Humboldt-Toiyabe National Forest.
- Completed \$299,139 in forgivable small business loans to business in Mono County. Successfully amended CV-1 grant agreement to meet the needs of the business community. We anticipate completing the grant before June 2023
- Successfully allocated \$28,600 for additional fish stocking and \$10,314 to Clean Up The Lake for the June Lake underwater cleanup project.
- Completed agreement with Sierra Business Council to be our regional convener and waiting for further updates from the state on grant implementation.

EMERGENCY MEDICAL SERVICES

BUDGET UPDATE

The adopted FY 2022-23 Budget for account 100-42-855-21120 Overtime is not adequate to meet department objectives through June 30, 2023.

- An additional \$100,000 to cover the anticipated overtime cost needed to maintain current staffing levels at all four stations. This will assure the continued service levels provided to the residence and visitors of Mono County. Important to note that this Department had six open positions throughout the first half of this fiscal year. In order to continue the level of service this Department provides, those open shifts were primarily supported with overtime funding. Currently four of those open shifts are filled with one still open, and the other is occupied with an employee that has been on FMLA since July of 2022. The Budget increase of \$100,000 for overtime will be pulled from Salary and Wage budget at this time and be reevaluated at Third Quarter. It looks like additional funds will be needed in this Budget for Salary and Wages as there were several retirements that will not be able to be absorbed in the Budgeted Salary and Wage budget.

DEPARTMENT SERVICES UPDATE

FY2022-23 Department Objectives

- Enhance County-wide Automated External Defibrillator Program (AED) by placing five additional AEDs in County buildings & replacing expired batteries and pads in existing units.
- Develop relationships with National Park Service (NPS), Marine Warfare Training Center (MWTC), Search and Rescue (SAR) and local Fire Department's.

- Work with allied agencies to increase training together through hosting outside instructors, cost sharing, and coordinated training.
- Active pursuit of alternative funding sources by applying for grant funding through Federal and State resources to upgrade or replace aging capital equipment (EKG monitors, power-load gurney's).
- Continue Paramedic recruitment.
- Promote two Acting Captains to Captain positions that were vacated by the current EMS Chief and a retiree.
- Promote three Paramedics to Acting Captain rolls, to replace the previous three Acting Captains that were promoted to Captain.
- Promote a Paramedic to the vacant Training Officer (T.O.) position. Previous T.O. retired.
- Provide Heartsaver Cardiopulmonary Resuscitation (CPR) & AED training to MUSD and EUSD. One class has been recently provided to MUSD.
- Provide Basic Life Support (BLS) skills training for the fire departments throughout the County.
- Renew Mutual Aid Agreements with MWTC & East Fork Fire Department (EFFD), to continue to provide ALS service to the communities of Bridgeport and Walker when those units are out of area.
- Replace four cardiac monitors that are reaching their end of service date and add an additional to be used for special events that requires a fifth ambulance to be in service.
- Acquire a new ambulance for our Walker Station (M1) to comply with vehicle replacement program. Current M1 ambulance would then replace our back up unit that currently has over 200,000 miles.

FINANCE

BUDGET UPDATE

655-10-305 (Copier Pool)

- The adopted FY 2022-23 Budget is not adequate to meet department objectives through June 30, 2023. Additional capital outlay of \$4,000 is needed to accommodate increases in copy machine prices since developing the adopted budget and this is included as a board action in Attachment B. There is adequate carryover fund balance to cover the increase in spending.

198-10-001 (Debt Service)

- The adopted FY2022-23 Budget is not adequate to meet department objectives through June 30, 2023. Recent accounting and reporting standards require recharacterizing certain lease payments as principal and interest. Since all debt transactions are recorded in Fund 198, Debt Service, the budget needs to increase revenues (transfer in) and appropriations (principal and interest expense) by \$50,825, for a zero effect on carryover fund balance.

100-10-071 (Operating Transfers)

- The adopted FY 2022-23 Budget is not adequate to meet department objectives through June 30, 2023. The General Fund contribution to Tech Refresh of \$66,000 was inadvertently excluded from the adopted budget. The contribution pays for Civic Center information security measures.

194-10-001 (ARPA & LATCF)

- The adopted FY 2022-23 Budget is not adequate to meet department objectives through June 30, 2023. There is need of an appropriation increase of \$517,400 to cover essential worker payments

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- The first of two fiscal training workshops for department heads and fiscal staff were scheduled for Wednesday, January 11, 2023, but had to be rescheduled to a later date for weather related reasons. The Department anticipates holding the second workshop closer to June 30, 2023.

FY2022-23 Department Outcomes

- The upgrade from Innoprise Suite of financial software to Harris City Suite application is in process and expected to be completed by June 30, 20223.
- Implementation of a system to track all capital and fixed assets subject to accountability using City Suite is on hold until the migration is complete, and until the department completes the capital asset accounting for the FY 2021-22 audit, which is expected to be by January 31, 2023.
- The Department anticipates completing the FY 2021-22 annual financial audit and report by January 31, 2023.
- Still to be completed are the following objectives:
 - Complete the preparation of the County’s annual cost plan by March 31, 2023. Data is currently being collected and submitted to MGT, our third-party preparer.
 - Engage a third-party administrator to advise the County about management of Deferred Compensation Plans, including updating of the County’s plan documents by June 30, 2023. The Department is working on drafting RFPs to be distributed to potential third-party administrators.
 - Coordinate quarterly training with County departments to communicate fiscal processes and best practices. Not started yet.
 - Continue exceeding 99% collection on the current secured property tax roll.
 - Send two finance employees to the NACO Leadership Academy. We anticipate enrolling two employees after the first of the year.

INFORMATION TECHNOLOGY

BUDGET UPDATE

100-17-150 (Information Technology)

Technical Budget Adjustments Requested:

- Move \$1,000 each from EQUIP MAINTENANCE & REPAIR and OFFICE EXPENSE to Overtime to compensate for an unexpected CTE payout at the end of the calendar year.

100-17-151 (IT Radio)

- The adopted FY 2022-23 Budget is not adequate to meet department objectives through June 30, 2023 and needs an additional \$8,640 in Rents & Leases - Real Property to cover an unexpected increase in lease payments for the Leviathan Peak Radio Repeater.

653-17-150 (Tech Refresh)

- The adopted FY 2022-23 Budget is not adequate to meet the department objectives through June 30, 2023. A one-time \$66,000 ask for security initiatives that was approved by the CAO did not make it to the BOS approval process and needs to be re-added mid-year.
- IT Service Contracts Revenue needs to be reduced by a total of \$39,920 as well as the expenses in Technology Expense-Software Licenses & Telephone/Communications to account for software and services TOML now pays directly to the vendor. The breakdown is as follows: CBC D395 TOML Revenue of \$45,120 has now changed to \$7,200 that IT pays and is then reimbursed by TOML. TOML Veeam software revenue of \$2000 that IT used to pay and was reimbursed by TOML they now pay directly to Veeam.

- Move \$5,765.54 from Equip Maintenance & Repair Contingency fund to Technology Expense-Software Licenses to cover a software expense that was missed and not budgeted.

191-18-001 (Capital Outlay)

- The adopted FY 2022-23 Budget is adequate to meet objectives department objectives through June 30, 2023. It is possible that not all the budget within this fund will be spent this FY. This is primarily due to the implementation of California Radio Interoperability System (CRIS) and the timeline in which it is implemented. Either way the funds will still be needed for the CRIS implementation.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- County continues to participate in proceedings before the CPUC and to engage with the State regarding broadband infrastructure. County Counsel is currently drafting the Local Agency Technical Assistance (LATA) MOU, and the CAO anticipates it going to the BOS in February to seek approval for the Rural Counties Representatives of California & Mono County Memorandum of Understanding.

FY2022-23 Department Outcomes

- Further the implementation and maturity of the County’s information security initiatives, including retaining resources to assist with monitoring for and responding to incidents.
- Preparing for the implementation of the statewide CRIS radio system in Mono County
- Further staff capability through hiring, retention, training, and development
- Support the implementation of new critical business systems in Probation, Clerk-Recorder, Behavioral Health, and Laserfiche as an enterprise record management system

PROBATION

BUDGET UPDATE

100-23-520 (Probation)

- We believe the adopted F 2022-23 Budget is adequate to meet department objectives through June 30, 2023.

100-23-500 (Juvenile Probation)

- Revenues from Title IV-E program are not expected due to Probation not currently having any Juveniles in a placement program. An operating transfer in from Youthful Offender Block Grant can offset the lost Title IV-E revenues. Operating transfer in from YOBG of \$10,000.00 to offset \$6000.00 of Title IV-E funds, Increase in Motorpool by \$2500.00, Increase in Vehicle Fuel Costs by \$1000.00 and Increase in Food/Water Expense by \$500.00. We do not anticipate any additional General Fund Contribution.

680-23-520 (Probation CCP 2011)

- CCP Executive Committee approved an additional expenditure for the purpose of assisting with the debt service for the new jail construction project. Amount approved is \$100,000.00.
- Aside from the debt service assistance, this budget unit anticipates no other changes in total expenditures or total revenues compared to the Working Budget, resulting in no change to the General Fund Contribution. No additional line-item adjustments are necessary at this time. We believe the adopted FY 2022-23 Budget is adequate to meet department objectives through June 30, 2023.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- The Probation Department works with multiple agencies and departments to ensure youth receive appropriate services while minimizing their involvement in the justice system.

1. Operationalizing grant with Mammoth Lakes School
2. Immediate informal meeting with youth and parents post referral
3. Pretrial services provided for detained adults
4. Establish contracted services for released pretrial adults
5. Establish reentry services for released adults

FY2022-23 Department Objectives

- The migration and implementation of the new case management system is on target for completion by June of 2023
- The record retention and destruction project is complete
- Collaboration with justice partners to ensure youth receive early services and supportive care is ongoing
- County has approved blueprints for CCP transitional housing and community support program for FY2023-2024 zoning still needs to be done.

PUBLIC HEALTH

BUDGET UPDATE

130-41-860 (Public Health)

Due to the changing nature of COVID and related expenditures and the incorporation of two additional new funding sources, mid-year budget adjustments are being requested to adequately meet department objectives through June 30, 2023.

Total Revenue decrease of \$61,974 comprised of the following:

- Maternal Child & Adolescent Health (MCAH) – Increase by \$45,557 for new grant revenue estimate (MCAH Home Visiting Program – subcontract with First 5).
- HIV Surveillance – Decrease by \$1,315 per updated grant estimate.
- Misc State Grants – Increase by \$300,004 for new grant revenue estimate (Future of Public Health funding-ongoing workforce grant).
- Foster Care – Decrease by \$3,183 per updated grant estimate.
- CCS Medical Therapy Program (MTP) – Increase by \$918 per updated grant estimate.
- Immunization Grant – Increase by \$359,386.70. Original budget didn't include the 21/22 deferred revenue (received after accrual period) of \$593,511.70. Increasing revenue to include the 21/22 received revenue plus the 22/23 estimated grant revenue of \$294,798.
- CARES Act – Decrease by \$763,436 due to grant adjustments. This account houses 5 separate COVID grants: California Equitable Recovery Initiative (CERI), Workforce Development (WFD), Disease Intervention Specialist Workforce (DIS), Epidemiology and Laboratory Capacity Enhancing Detection (ELC ED), Epidemiology and Laboratory Capacity Expansion (ELC EX). Decrease due to resignation of several limited-term employees and reallocation of those funds to the next fiscal year. Epidemiologist position moved out of ELC ED and will be funded through covid grants received in prior fiscal years.
- CCS Admin – Decrease of \$15,180 due to a reduction in final grant allocation.
- Immunizations – Increase by \$5,117 to match current actual.
- Operating Transfers In – Increase by \$10,157 due to updated estimates for general administration costs in Fund 131, 133, & 137. Includes DSS transfer for Children's Medical Services costs not covered by federal or state funds. General Administration cost estimates: Fund 131 \$23,902, Fund 133 \$22,667, Fund 137 \$74,929. DSS estimate: \$23,612.

Budgeted expenditures are projected to increase by \$93,567:

- Salary and Wages – Decrease by \$118,686 due to resignations and new requested positions. Two (2) Contact Tracer/Case Investigator positions have been vacated and the remainder has been unfunded.

Public Health Director position is currently filled as Interim with the Director of Social Services. Public Health Director payouts totaled \$105,960.84, within total budget of position. Interim costs for the remainder of the fiscal year will also fall with total budget of position. Covid Screener position has been replaced with an FTS position; budget lowered from 100% of FY to 58%. Covid Infection Preventionist position has been unfunded. Two (2) new positions for the new Future of Public Health workforce grant has been added at 58%.

- Employee Benefits – Decrease by \$498, see 21100 explanations.
- Employee Benefits – Health – Decrease by \$29,165, see 21100 explanations.
- Employee Benefits – PERS – Decrease by \$12,614, see 21100 explanations.
- Telephone – Decrease by \$8,197.25, removing ELC funding communication costs.
- Medical, Dental, Lab Supplies – Increase by \$9,280 to account for reclassified MCAH costs and new grant estimates.
- Membership Fees – Increase by \$1,245 to account for travel vaccination site membership.
- Office Expense – Decrease by \$16,064 to account for removal of certain grant estimates and reclassification of grant estimates.
- Technology Expenses – Decrease by \$7,920.91 to account for removal of grant estimates.
- Tech Expense-Software – Increase by \$100 to account for increase in Cortex software costs.
- Copier Pool Expense – Increase by \$5,300 due to revised budget estimate.
- Contract Services – Increase by \$28,619 to account for new FoPH & MCAH HVP grant estimates. FoPH Paid Media & MCAH HVP subcontract with First 5 for grant deliverables.
- Professional Services – Increase by \$212 for Shredpro encumbrance.
- Special Dept Expense – Decrease by \$65,334 due to removal and/or reductions of grant estimates.
- Travel & Training – Decrease by \$1,617 due to updated grant estimates.
- Fuel – Increase by \$1,156 due to updated grant estimates.
- Operating Transfers Out – Increase by \$95,286 to cover fund deficits in Fund 131, 133, & 137. Fund 131 - \$25,911 Fund 133 - \$50,497 Fund 137 - \$666,593. Total is 51.1% of total estimated discretionary revenue.
- Civic Center Rent – Decrease by \$1,772 to true-up to actuals.
- A-87 Indirect Costs – Increase by \$214,236 to true-up to actuals. This is an increase of 51.75% over the budget estimate. Total of \$628,200 is 43.2% of total estimated discretionary revenue.

Total mid-year use of fund balance request is \$192,765, resulting in a remaining fund balance of \$918,398.

131-41-847 (Public Health Education)

- Total revenue increase of \$11,770 due to state approved carry-forward from the prior year.
- Total expenditures increase of \$11,750, offset by increase in revenue.

133-41-860 (Bio-Terrorism)

- Mid-year budget adjustments are being requested to adequately meet department objectives through June 30, 2023.
- Total revenue increase of \$285 to true-up approved grant revenue.
- Total expenditures decrease of \$29,860 primarily due to a true-up in the County Cost Allocation Plan.
- Fund balance surplus of \$29,575 will be used to cover current fund deficit.

137-41-862 (Environmental Health)

- Total revenue increase of \$181,424. \$170,000 of this total is a Certified Unified Program Agencies (CUPA) settlement amount that can only be used on CUPA-related expenses. The remaining is a clean-up of permit billing changes and operating transfers in increase.
- Total expenditures increase of \$30,090 due to CUPA settlement professional services.
- Fund balance surplus of \$144,734 consists of \$70 to clear out prior fund balance request plus \$144,664 to be held in fund balance for CUPA-related expenses only.

**DEPARTMENT SERVICES UPDATE
FY2022-24 Strategic Plan Objectives**

No specific activity towards the comprehensive report that identifies current and future programs and policies that enhance quality of life for all in Mono County.

FY2022-23 Department Objectives

Increased the number of Public Health encounters in unincorporated Mono County.

- Expanded services were offered to provide equitable care to all residents of Mono County. Services consisting of Covid and flu vaccines, blood pressure checks, and general health information are offered in Bridgeport every Thursday. In addition, Public Health teams rotated throughout the county every Tuesday to Walker/Coleville, Lee Vining, June Lake, Crowley, Benton, and Chalfant. Vaccines are provided at the Mammoth Public Health Office Monday through Friday.

Increased the vaccination rate for all vaccine-preventable diseases for all age groups in Mono County.

- During the first six months of the fiscal year, 2,294 vaccines (931 Covid vaccines and 1,363 Flu vaccines) were provided through 186 clinics. Increase the number of staff training for all departments under Public Health.
- The TB Controller for Mono County attended a week-long, intensive training program for the control of Tuberculosis. This allows for enhanced services related to provision of TB Assessments provided for school staff and new students.
- All staff were registered in the Vector Solutions Courses for trainings on annual competencies including sexual harassment, bloodborne pathogens, workplace violence, email etiquette, Adobe Acrobat Essentials, HIPPA, active shooter, child abuse reporting, and workplace injury prevention.

Improved clinical protocols and supervision through the addition of a Director of Nursing.

- An Interim Director of Nursing was appointed by the CAO in October 2022 to serve while an organizational assessment of the Public Health Department is conducted.

PUBLIC WORKS

BUDGET UPDATE

100-17-720 (Engineering)

- Labor Reimbursement is reduced by \$46,387 due to many factors including the department having less people to work on projects. The engineering department tasks are many and varied. We have been unable to maintain proper levels of staffing. Funding varies and creates costs that are unpredictable. We do want to make sure that the majority of the Grant funded money is used on the ground for project improvements, instead of to pay ourselves. With our time more dedicated to project management and search for grant funding, we can bring more money to Mono County. Given the significant amount of time that the department has operated without a County Engineer, it has plenty of available funding to cover the lack of labor reimbursement.
- Telephone/Communications was underfunded by \$1,613 and requires an additional 1613 to cover the phone that was held by the County Engineer.
- Membership Fees was underfunded by \$2,000, as the CEAC bill was paid once for last year and once for this year both within this fiscal year.
- Software licenses requires additional funding of \$4,500 to cover increased costs in software, the addition of Microsoft project software, the Project Manager positions software and support for software used in the Facilities division.
- Consulting Services was over funded by \$5,000, but we expect that we will be asking for significantly more money in this category in the future to be able to support the amount of work we have funding for.
- Professional and Specialized this was overfunded by \$25,000 and generally covers the cost of our County Surveyor services. With workload, we have not addressed many of the county surveyor costs, so we expect to return to ask for the original amount for next fiscal year, after this short reduction.

- Travel and Training was underfunded by \$600 so needs a small adjustment, as we used some money to support new hires.
- All of the above are funded by Salary and Wage saving from employee vacancies.

Except as noted these adjusted budget numbers are long term changes and will be used moving forward.

100-17-729 (Facilities)

The adopted FY 2022-23 Budget is not adequate to meet objectives department objectives through June 30, 2023 and the following changes need to be made:

- Additional funding is needed to support a higher salary range for the Master craftworker position. Presently the Master craftworker position is at the same range of 63 as Lead worker. This position requires a higher level of technical knowledge, project management and supervisory skills. We recommended an increase to range 67 for this position.
- Overtime requires an additional \$10,000 due to the significant storm cycles that Mono County has encountered in this fiscal 2022/2023 year.
- Technology Expenses – Software Licenses requires an additional \$4,700 due to incorrect amount requested for annual licensing fees at FY budget development.
- Contract Services requires an additional \$112,000. This is needed because of numerous HVAC equipment failures, increases in costs, and to further meet the needs of Mono County. Civic Center snow removal requirements have far exceeded estimates and previous snow year requirements.
- Rents & Leases requires an additional \$7000 due to increases that may not have been accounted for during the budget development.
- Household Expenses requires an additional \$6,000 due to increased occupancy and use of the civic center, as well as orders by the Jail that are outside of our control (do we want to increase accountability on this item, is this the proper budget for a state funded program?).
- Travel & Training requires an additional \$10,000 for team training to be able to properly maintain the Civic Center HVAC systems. This training will be held onsite and will include at least 6 of the facilities team. We expect to continue to fund the training budget at this higher level so that our crew can keep up with the latest HVAC technology.
- Civic Center Utilities requires an additional \$65,000 due to significant increases in Utility costs over what was accounted for in budget development.
- Requires use of salary saving from vacancies in budget units outside of the Facilities Budget unit.

180-31-725(Roads)

- The Roads department is in need of tires for heavy equipment (\$40,000) and an increase in overtime budget (\$10,000) due to snowstorms, both are being funded by salary savings from vacancies.

108-27-194 (Eastern Sierra Sustainable Recreation)

The adopted FY 2022-23 Budget is not adequate to meet objectives department objectives through June 30, 2023:

- Grant revenue has not been fully factored in at this point. We are in the middle of working with outside agencies to determine what our grant amounts will be.
- Contract Services presently has an \$100,100 allocated. We are lowering the allocation to \$34,850, because we haven't historically spent more than this.
- Telephone / Communications requires an additional \$400 to afford an agency owned device for the Outdoor Recreation Manager
- Special department Expenses must be significantly by \$46,000 increased to cover anticipated expenses such as wayfinding and signage, field tools and equipment, division startup expenses, and other project-specific related expenses.

- Travel and Training Expenses must be increased by \$5000 in anticipation of several trainings necessary and recommended for the new Outdoor Recreation Manager and in anticipation of new staff hires in Spring 2023
- Motor Pool was \$0, so must be increased by \$10,000 to cover the expected vehicles assigned to this division.
- Vehicle Fuel Costs must be increased by \$3,250 to cover higher fuel costs and expected travel operations of three division vehicles.

We expect these adjusted budget numbers to be used for next years budget and recurring from then on.

181-31-725 (State & Federal Construction)

The adopted FY 2022-23 Budget is not adequate to meet objectives department objectives through June 30, 2023 and needs the following adjustments:

- Road Maintenance and Rehab, SB1 is reduced by \$49,000 based on information provided by the state. This varies year to year, and is all grant funding that remains in an account for future use.
- Highway Safety Improvement Program (HSIP) is a reimbursement grant, where funds are not received until invoiced. We have reduced our invoice expectations by \$1,420,000. This reduction is primarily due to the lack of staff available to get this work done. Now we anticipate due to weather we won't be starting work until next fiscal year. If we had more engineering staff, it is likely we could have moved forward with this project spring/summer of 2022.
- State Transportation Improvement Program (STIP) is a reimbursement grant, where funds are not received until invoiced. It is adjusted down by \$631,000 to match our expected draw from this account. This reduction is primarily due to the lack of staff available to get this work done.
- Land and Improvements is reduced by \$3,194,000 to match actual expenditures on road improvements. The amount of work we can do is limited by the amount of work that the engineering department can perform in any given year.

600-32-760 (Airport Enterprise)

- We are not making adjustments to this at this mid year point. But it is important to reestablish this program moving forward. To achieve this, money will need to be spent to develop an Airport Improvement Plan, get it approved by the FAA, and use that tool for reaching out for grant funding for projects to maintain and support our airports. Also required is appropriate staffing levels in the engineering department to work forward on this program. We will look for grants, but development of an Airport Improvement Plan may require general funds. These airports are used for emergency services. Though these airports don't get a large number of normal flights they are regularly used by the Marines and for Fire protection efforts

605-71-740 (Campgrounds Enterprise Fund)

- Contract Services needs an additional \$14,000 to cover increases in contract costs to maintain restrooms in Mono County Campgrounds and parks.
- Additional general funds will be required for the Campground Enterprise Fund.

615-44-755 (Solid Waste Enterprise)

- Uniform and Safety Gear needs an additional \$4,000 to cover increases in contract costs to laundering services.
- Professional and Specialized Services needs an additional \$21,000 due to additional testing that was requested by the state after the budget was established.
- Land & Improvements an additional \$30,000 is expected to be needed due to costs of construction improvements at Pumice Valley Landfill and Transfer Station. We expect to have about request this amount next year as well, since much work will occur in the next fiscal year. But after that, this number will go down.
- The funding for these increases will come from the Accelerated Landfill Closure.

650-10-723 (Fleet)

- Tires for Fleet need to be purchased with salary savings of \$20,000.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- Enhance Emergency Management Functions
 - Subsequent to the current project implementing the early warning system, create and inventory of key evacuation route.
- Improve Rural Infrastructure
 - Complete construction of the new jail.
 - Improve quality, safety and diversity within the Mono County Transportation system.
 - Facilities
 - Fleet
- Solid Waste Collection and Disposal
 - Develop a new county-wide solid waste transfer and disposal system to replace Benton Crossing Landfill.
- Address Shortage of Affordable Housing
 - Identify Additional sources of funding to commit to affordable housing.
- Enhance and Strengthen Mono County Tourism Sector Utilizing Responsible Recreation Messaging
 - Collaborate with federal and state land management agencies, local agencies, partners, and tourism businesses, to educate visitors regarding sustainable and responsible recreation practices.
- Preserve and Protect Public Lands
 - Identify local, state, federal and/or grant funding to apply toward protecting public lands
 - Work with partners to engage in protection and preservation of public lands and wildlife habitat, and identify priority projects for County Focus.
- Public Lands – Recreation and Tourism
 - Continue to build County Recreation Program capacity to support sustainable recreation and tourism on public lands.
- Access to Behavioral Health and Substance Abuse Prevention & Treatment Services
 - Complete improvements to the Civic Center as noted on the strategic plan Focus diagram to increase access to services.

FY2022-23 Department Outcomes

Enhance Emergency Management Functions

- Subsequent to the current project implementing the early warning system, create and inventory of key evacuation route.
 - With information from recent storms, further develop the County Snow Removal Priority Maps with specific input from Emergency Services, Sheriff's office, Paramedics and the Board.
 - Develop working plan to meet Emergency needs and access needs.
 - Further develop Road's operations such that they can operate when isolated from other parts of county due to emergency events

Improve Rural Infrastructure

- Complete construction of the new jail.
 - Complete demolition of the existing Hospital at the New Bridgeport Jail Site
 - Relocate Utilities to maintain clinic and paramedic operations.
 - Prepare site for new Jail
 - Coordinate work with Architect and Construction Manager
 - Coordinate with BSCC, finance and the State Fire Marshall

- Improve quality, safety and diversity within the Mono County Transportation system.
 - Expand Engineering capacity to improve safety with Mono County Roads, Bridges and Airports
 - Using Pavement Management system, develop clear program for long-term maintenance of Mono County Roads
 - Develop clear program for maintaining Zones of Benefits
 - Initiate Bridge replacement program
 - Develop Airport program.
 - Continue to implement County-wide Road improvement projects as funding opportunities present themselves.
 - Complete reconstruction of roads in Lakeridge Bluffs zone of Benefit
 - Incorporate requested work into Community Services Districts
 - Incorporate SB1 funding into county road preservation projects
 - Continue work toward rehabilitation of Eastside Lane and Benton Crossing Road
- Improve and support County Facilities for long term sustainability
 - Develop the Facilities department to include predictive analysis of potential failures on long lead items such as roofs and HVAC equipment to meet sustainable objectives in support of the County Workforce
 - Initiate and complete CIP level projects for Courthouse exterior repairs, paint and bird deterrent and HVAC rebuild for ANX 2.
 - Complete small-scale maintenance and improvement projects as identified in Facilities Budget
 - Implement grant-funded projects including Prop 68 and CSA projects to offset labor costs within Facilities Division
 - Create a new system in Facilities to track and monitor work orders.
 - Install solar and battery system at Memorial Hall
- Make the Fleet program sustainable and Carb Compliant
 - Reevaluate Fleet, Motor Pool, Heavy equipment to be sustainable supporting strategic focus on Quality of Life and a reduction of carbon footprint and supporting public Safety aiding in Emergency operations and response times, and further improve fiscal resiliency.
 - Implement and execute a centralized maintenance strategy for the County's fleet of pool vehicles and equipment.

Solid Waste Collection and Disposal

- Develop a new countywide solid waste transfer and disposal system and complete the gate closure of the Benton Crossing Landfill by January 2023. Note that continued efforts to remediate the Benton Crossing Landfill will continue through December of 2027
- Transition from Benton Crossing Landfill to a Long-Haul transfer system
- Prepare for closure construction at Benton Crossing Landfill
- Develop Pumice Valley for expanded use
 - Develop a new county-wide solid waste transfer and disposal system to replace Benton Crossing Landfill.

Address Shortage of Affordable Housing

- Identify Additional sources of funding to commit to affordable housing.
 - Incorporate SB1 funding to develop road and infrastructure for affordable housing in Mammoth Lakes.

Enhance and Strengthen Mono County Tourism Sector Utilizing Responsible Recreation Messaging

- Collaborate with federal and state land management agencies, local agencies, partners, and tourism businesses, to educate visitors regarding sustainable and responsible recreation practices.

Preserve and Protect Public Lands

- Identify local, state, federal and/or grant funding to apply toward protecting public lands
- Work with partners to engage in protection and preservation of public lands and wildlife habitat, and identify priority projects for County Focus.

Public Lands – Recreation and Tourism

- Continue to build County Recreation Program capacity to support sustainable recreation and tourism on public lands.

Access to Behavioral Health and Substance Abuse Prevention & Treatment Services

- Complete improvements to the Civic Center as noted on the strategic plan Focus diagram to increase access to services.
 - Provide Training for the Civic Center HVAC systems.
 - Add further safety devices and drainage features to improve access and parking at the Civic Center.

SHERIFF

BUDGET UPDATE

100-22-440 (Sheriff)

- New legislation (AB 2791) requires electronic filing for civil processes, necessitating new software at a cost of \$23,885. The recently approved contracts for both lieutenant positions increase expenditures in salary and benefits by approximately \$65,214. At the request of the CAO’s Office, the Sheriff’s Office is not requesting additional funding at mid-year with the anticipation that the adopted FY 2022-23 Budget may be adequate to cover the additional expense and meet objectives through June 30, 2023.

100-23-460 (Jail)

- The newly adopted contract for the Correctional Deputy Sheriffs Association adds approximately \$258,000 in salary and benefits. At the request of the CAO’s Office, the Sheriff’s Office is not requesting additional funding at mid-year with the anticipation that the adopted FY 2022-23 Budget may be adequate to cover the additional expenses and meet objectives through June 30, 2023.

143-22-440 (Sheriff Wellness and Mental Health)

- Mono County will receive an Officer Wellness and Mental Health Grant that was an unknown at the time of budget development. All eligible law enforcement agencies will receive payment by February 15, 2023. This disbursement is being made in accordance with Assembly Bill 178, Chapter 45, Statutes of 2022, Item 5227-121-0001.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Action Items

- Participate as needed in construction of new Jail
- Continue to create safe and healthy communities by maintaining day to day operations of the Sheriff’s office

FY2022-23 Department Outcomes

- Continue progress toward building the Jail
- Partner with Behavioral Health and Emergency Medical Services to implement the Crisis Response Team
- Hire qualified candidates to fill vacant Correctional Deputy positions
- Promote existing Correctional Deputies to Deputy Sheriff
- Seek training opportunities for all staff to meet mandates and to enhance career development

SOCIAL SERVICES

BUDGET UPDATE

110-51-868 (Social Services)

Budgeted revenues have increased by \$398,212. This increase is due to \$48,232.00 in Project Room Key funds from fiscal year 2021/2022 being deposited into the current, 2022/2023 fiscal year. \$274,980 are County Cost Allocation Plan charges that were decreased over the original budget estimate of \$682,859. Additional funds from operating transfers in the amount of \$75,000 are from the Home Safe Program that were not guaranteed for this fiscal year during the original budgeting period, but have since been confirmed.

Budgeted expenditures have increased by \$138,232.

- Adult Protective Services expenditures have increased by \$75,000 for our Home Safe program.
- Salary and wages have increased \$10,000 to compensate the changing position of an Eligibility Specialist III to an Integrated case worker III. This position will offer opportunities for current employees to promote as well as having an assistant for the Supervisor and Manager to review all programs offered by the Eligibility Department.
- \$5,000 is the additional expenditure in Rents and Leases due to the increase of rent for our Walker office that was unknown at the time the 2022/2023 budget was created. \$48,232 are the funds that were received from last year's Project Room Key but deposited this current fiscal year.
- The Membership fees were increased \$2,500 to cover the cost increase for CWDA membership, and Professional & Specialized Services was reduced by the same amount of \$2,500.
- There has been an increase of \$15,000 to Copier Pool Expenses inc. postage. This amount was an estimate at budget, and we are better able to project this expense for the remaining of the fiscal year. An increase to salary is due to Kathy Peterson's salary increase to include duties of Public Administrator, Public Guardian and Public Conservator Range 21 step E.

Fund balance surplus in the amount of \$211,748 is primarily due to the reduction of County Cost Allocation Plan.

111-56-869 (Workforce Investment Act)

- Mid-year budget adjustments are being requested to adequately meet department objectives through June 30, 2023.
- There is no revenue increase.
- Fund balance surplus of \$10,192.00 is due to the A-87 costs that were budgeted for more than actual costs.

110-56-875 (Senior Program)

- Mid-year budget adjustments are being requested to adequately meet department objectives through June 30, 2023.
- Total revenue and expenses are remaining the same. There have been funds re-allocated to meet the needs of specific accounts.

110-56-880 (Public Guardian)

- Total revenue increase of \$49,891.00 due to court approved conservatorship services reimbursement.

- Total expenditures increase of \$50,391.00. \$29,424.00 is due to the addition of a Social Worker IV, to support the new role the department is participating in to run the Public Administrator/Public Guardian Program. \$17,967.00 for contract services and \$3,000.00 for travel and training for employees to attend mandatory training.

DEPARTMENT SERVICES UPDATE

FY2022-24 Strategic Plan Actions Items

Develop a comprehensive report to the Board that identifies current and potential future programs and policies that will enhance the quality of life for all in Mono County.

- Mono Children’s Summit: The Department in partnership with County leadership and other child-serving agencies participated in the planning and implementation of a Children’s Summit to bring together community leaders and stakeholders to look at child well-being indicators for youth in Mono County. This event was held on July 13, 2022, at the Lee Vining Community Center and was well-attended by a group of approximately 40 service professionals from a cross-section of the County. Seventeen child well-being indicators were examined by the group and the following priority areas were identified: Child Care, School Readiness, Poverty, Social Emotional Health/Resilience, Housing, and Oral Health. The planning group will continue to meet in the latter half of this fiscal year to determine possible next steps.

FY2022-23 Department Outcomes

Adult Services:

Enhance quality of life and safety for seniors

- Received and evaluated 23 allegations of elder/dependent adult abuse and neglect from July 1, 2022 to December 30, 2022, of which approximately 17 were either investigated or responded to through outreach/referral. Responded timely for 100% of all reports. Complied 100% with required face-to-face contacts with APS clients.
- On track for achieving a 95% percent state compliance rate for conducting timely reassessment of In-Home Supportive Services (IHSS) clients this fiscal year. For the first 2 quarters of this fiscal year, Mono County had a 100% compliance rate for timeliness with a #1 ranking in the State.
- Provided a combined 5,595 meals to seniors throughout the county through home delivered meals and Antelope Valley Senior Center congregate meals.
- In-home hot meal delivery increased from two to three days per week in TriValley, increasing contact time with vulnerable seniors. Increased staff hours allow for greater assistance with activities of daily living such as shopping and transportation.
- Monthly social gatherings at the Chalfant Community Center have successfully encouraged socialization and decreased isolation for seniors. Partner attendees include Veterans Services, Toiyabe Indian Health project, California Legal Indian Services, Pioneer Health/Hospice, and HICAP. Public Health provides vaccines and other services on-site to seniors and others. Homebound clients receive in-home visits for vaccines and are assessed for resource needs and follow up.
- Close coordination with the Northern Mono County Hospice program allowed for program assessments, coordination of support, and connection to County services and programs, including provision of durable medical equipment on loan from the Antelope Valley Thrift Store.
- A \$105,227 grant through the California Department of Aging (CDA) for Senior Nutrition Infrastructure monies will allow for purchase of replacement refrigerators and freezers at the Senior Center, insulated food delivery bags, and more, including purchase of a car for home meal delivery.
- A second grant in the amount of \$124,629 from the CDA will allow creation of an Access to Technology program for older adults in the county, with a goal of helping older adults and individuals with disabilities

to gain access to digital connectivity and technology to reduce isolation, increase social connections, and enhance self-confidence in navigating digital and online resources.

Serve 10-20 eligible seniors through the Home Safe housing program:

Ten Adult Protective Services clients have been served (or are currently being served) by the Home Safe program. Example of services provided include deep cleaning to rehome individuals safely, temporary housing, rental support, caregiving support to allow seniors to remain safely in-home, trash removal services, and relocation expenses.

Establish consolidated Office of the Public Administrator/Public Guardian

- On November 1, 2022, the Board passed an ordinance establishing the Office of Public Administrator-Public Guardian within the Department of Social Services. This ordinance goes into effect on February 15, 2023. The Department will enter into an agreement with Mono County Behavioral Health to delineate roles and responsibilities (e.g. case management, administrative, and estate management functions between the two departments).
- The Department is requesting to update the staff allocation list to allow for an additional Social Worker I-IV to be hired to assist with the development of this new office.

Child Welfare:

Enhance the quality of services for youth and families involved in the Child Welfare System

- Received and evaluated 91 allegations of child abuse and neglect from July 1, 2022 – December 30, 2022, of which approximately 50% met criteria to be either investigated or responded to through outreach/referral. Responded timely 100% of the time (statewide goal is 90%). Complied 100% of the time with required face-to-face contacts with CPS clients.
- Mono's interagency Children's System of Care (CSOC) Advisory and Interagency Leadership Teams continue to meet monthly to collaborate on funding opportunities and policies to improve how systems are serving families with children. Completed a new Interagency Release of Information that can be used by all child-serving agencies to streamline the way partners share information and coordinate services.
- The comprehensive Community Self-Assessment (CSA) is well-underway, with weekly planning meetings taking place and several components of the CSA completed. In December, focus groups were held to get input from current and former youth, parents, and caregivers who have been involved with Mono's child welfare and probation systems. New System Improvement Plan goals will be developed and submitted to the state for approval by October 2023.

Serve 5-15 eligible families in the Child Welfare System with the Bringing Families Home Program

- Since July 1, 2022, seven families involved in the child welfare system have been served (or are currently being served) by the Bringing Families Home program.

Public Benefits/Eligibility:

Ensure that renewals of eligibility and transitions between coverage programs promotes continuity of coverage when the federal Public Health Emergency designation is lifted

- Began ramp up work to assist 3,900 MediCal enrollees in Mono County to maintain coverage they are eligible for by partnering with Community Service Solutions (CCS), a community-based organization under contract with the Department of Healthcare Services to provide outreach and preparation. Under the CalFresh Program, the Consolidated Appropriations Act, 2023 also ends the federal authority to issue Emergency Allotments, which raised each household's monthly allotment of CalFresh to the maximum allowable based on household size. Efforts to inform Mono County's 800 CalFresh clients via social media and other modes of contact will be underway shortly.
- The Department is requesting to update the staff allocation list by deleting one Eligibility Specialist III position and adding one Integrated Caseworker III position to allow for a career pathway.

Implement the California CalWORKs Outcomes and Accountability Review (Cal-OAR) data-driven program management system.

- Eligibility staff are actively working to identify and reconcile data discrepancies and develop a process for validating data received from the state, establishing partnerships with peer-review counties, and completing continuous quality activities.

Disaster Services: Implement a Tri-County Voluntary Organization Active in Disaster coalition for Mono, Inyo, and Alpine

- VOAD was implemented in June of 2022 with ten member-agencies and four partner agencies and an approved set of bylaws. Meetings are held quarterly with member spotlights and guest speakers to better understand the services members and partners can bring to the VOAD.

**Appropriation Transfer Requests –
Board approval required**

**COUNTY OF MONO
APPROPRIATION TRANSFER REQUEST**

Department Name:	Behavioral Health	Date:	12/27/2022
Prepared by:	Jessica Workman	Phone:	760-924-1742

Action Type -
 Line Item Increase: + **Make sure revenue increases and use of fund balance are negative in the adjustment column
 Line Item Decrease: - **Make sure expenditure decreases are negative in the adjustment column

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+	XXX-XX-XXX-XXXXX		\$XX,XXX.XX	\$XX,XXX.XX	\$XX,XXX.XX
	120-41-845-33350	TRAVEL & TRAINING EXPENSE	\$18,000.00	\$5,000.00	\$23,000.00
	120-41-845-30510	LIABILITY INSURANCE EXPENSE	\$7,350.00	\$5,916.00	\$13,266.00
	120-41-845-32450	CONTRACT SERVICES	\$228,650.00	\$70,000.00	\$298,650.00
	120-41-845-33351	VEHICLE FUEL COSTS	\$2,000.00	\$1,000.00	\$3,000.00
	120-41-845-33360	MOTOR POOL EXPENSE	\$3,540.00	\$500.00	\$4,040.00
	120-41-845-21100	SALARY AND WAGES	\$570,323.82	(\$31,316.00)	\$539,007.82
	120-41-845-72960	A-87 INDIRECT COSTS	\$57,045.00	(\$10,026.00)	\$47,019.00
	120-41-845-18100	OPERATING TRANSFERS IN: ALCOHOL & DRUG	(\$845,514.00)	(\$41,474.00)	(\$886,988.00)
	120-41-845-32030	Copier Pool Expenses	\$0.00	\$400.00	\$400.00

Total (Must equal \$0) \$0.00

Explanation

Please address the following for the Budget adjustment requested: (Attach memo if necessary)

1 - Why was this not anticipated at time of Budget Development?

Travel and training expenses and motor pool and fuel costs are adjusted for anticipated increase in travel costs due to more in person trainings, meetings, and conservator visits. Adjusting insurance due to miscalculation. Increase in Contract services due to the need for Intensive Outpatient Treatment (IOT) and Drug Medi-cal contracts since budget adoption. Adjusting A-87 costs after final finance dept. calculation.

2 - Why are funds available for the budget adjustment?

Using realignment fund balance in the amount of \$41,474 (fund 122) leaving a Fund balance in Fund 122 of \$3,925,048. Salary savings due to unfilled vacancies will also be used to cover the need for an increase in appropriations.

3 - Is this a non-recurring event or should this be reflected in next years budget?

These costs will be reflected in next years budget.

Budget Request detail

Board Approval not required Revenue increase/decrease
 Board Approval required Appropriation increase/decrease
 Request for Contingency

1. Department Head - Signature	2. Budget Office - Signature
3. Finance Director - Signature	4. CAO Office - Signature

Appropriation Transfer Request: Memo

Department Name: Community Development
Prepared by: Wendy Sugimura

Date: 2/10/23
Phone: 760-914-2962

1. Why was this not anticipated at time of Budget Development?

- Overtime: Payout to staff who resigned unexpectedly in Nov.
- Telephone: Based on last year's rate which appears to have increased.
- Recruiting: Advertising to replace the staff who left unexpectedly in Nov. and Feb.
- Contract services: Due to loss of staff and weak recruiting, 1) hiring of contract Planning staff is anticipated, resulting in the need for an increased budget of general fund dollars (\$17,832) for daily staff tasks, and 2) applications may be processed entirely by contract staff, which will be paid for by the applicant (increase to Planning Permit revenues of \$80,000) and then paid to the consultant under Contract Services (increase in expenditure of \$80,000). The processing of applications by contract staff is budget neutral – if applications and revenue are not received, then the expenditures also will not be needed.
- Technology Expenses: Rounding errors and minor truing up of actual costs.
- Salary & Wages: Due to creative use of retired annuitants to cover staffing losses, payouts due to staff losses, changes in part-time schedules, and a promotion, Community Development staffing has deviated from the workforce model used to estimate the budget. Additional funding will be supported from salary and wages saving due to vacancies in external budget units.

2. Why are funds available for the budget adjustment?

- Office Expenses, Copier Pool, and Travel and Training: These line items were slightly overestimated.
- Planning Commission: Meetings were canceled; training conference occurred in the fall and no Commissioners attended.
- Building Department Revenues: Permit revenues are volatile and overperforming for the first part of the year. The adjustment leaves a 15% buffer in case building permit revenue drops sharply at the end of the fiscal year. The revenue is not needed to support costs of processing more permits than expected; the existing budgets can absorb that minor increase in cost.
- Re-running the workforce models indicates some salary savings in Building and Code Enforcement that can be transferred to Planning.
- The \$80,000 for contract staff to process development applications will be paid by applicants and received as Planning Permit revenue. If this revenue doesn't materialize, then the services also will not be needed and the cost will not be incurred.

3. Is this a non-recurring event or should this be reflected in next years budget?

Most of these adjustments are non-recurring or unpredictable and should not be reflected in next year's budget. The exceptions may be that office supplies and copier pool funds could be reduced slightly, and technology expenses increased. In the future, Salary and Wages in Planning will not be funded from vacancies in other departments.

**COUNTY OF MONO
 APPROPRIATION TRANSFER REQUEST**

Department Name:	Public Health	Date:	12/30/2022
Prepared by:	Stephanie Butters	Phone:	760-932-5587

Action Type -
 Line Item Increase: + **Make sure revenue increases and use of fund balance are negative in the adjustment column
 Line Item Decrease: - **Make sure expenditure decreases are negative in the adjustment column

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+	XXX-XX-XXX-XXXXX		\$XX,XXX.XX	\$XX,XXX.XX	\$XX,XXX.XX
-	131-41-847-18100	OPERATING TRANSFERS IN	\$326,022.00	(\$11,770.00)	\$337,792.00
+	131-41-847-32000	OFFICE EXPENSE	\$450.00	\$3,776.00	\$4,226.00
-	131-41-847-32010	Technology Expenses	\$3,317.84	(\$716.84)	\$2,601.00
+	131-41-847-32020	Technology Expense-Software Licenses	\$0.00	\$400.00	\$400.00
+	131-41-847-32030	Copier	\$0.00	\$450.00	\$450.00
-	131-41-847-32450	CONTRACT SERVICES	\$28,669.00	(\$1,800.00)	\$26,869.00
+	131-41-847-33101	EDUCATIONAL MATERIALS	\$0.00	\$3,000.00	\$3,000.00
+	131-41-847-33102	PROMOTIONS	\$0.00	\$2,370.00	\$2,370.00
-	131-41-847-33120	SPECIAL DEPARTMENT EXPENSE	\$41,289.00	(\$1,172.40)	\$40,116.60
+	131-41-847-33350	TRAVEL & TRAINING EXPENSE	\$14,917.00	\$1,880.00	\$16,797.00

Total (Must equal \$0) \$0.00

Explanation

Please address the following for the Budget adjustment requested: (Attach memo if necessary)

1 - Why was this not anticipated at time of Budget Development?

See attached memo

2 - Why are funds available for the budget adjustment?

See attached memo

3 - Is this a non-recurring event or should this be reflected in next years budget?

Will be reflected in next years budget

Budget Request detail

<input type="checkbox"/> Board Approval not required	X Revenue increase/decrease
X Board Approval required	X Appropriation increase/decrease
<input type="checkbox"/> Request for Contingency	

1. Department Head - Signature	2. Budget Office - Signature
3. Finance Director - Signature	4. CAO Office - Signature

PUBLIC HEALTH ATR MEMO

130-41-860 (Public Health)

Total Revenue decrease of \$61,974 comprised of the following:

- 15151 Maternal Child & Adolescent Health (MCAH) – Increase by \$45,557 for new grant revenue estimate (MCAH Home Visiting Program – subcontract with First 5).
- 15190 HIV Surveillance – Decrease by \$1,315 per updated grant estimate.
- 15202 Misc State Grants – Increase by \$300,004 for new grant revenue estimate (Future of Public Health funding-ongoing workforce grant).
- 15260 Foster Care – Decrease by \$3,183 per updated grant estimate.
- 15270 CCS Medical Therapy Program (MTP) – Increase by \$918 per updated grant estimate.
- 15325 Immunization Grant – Increase by \$359,386.70. Original budget didn't include the 21/22 deferred revenue (received after accrual period) of \$593,511.70. Increasing revenue to include the 21/22 received revenue plus the 22/23 estimated grant revenue of \$294,798.
- 15553 CARES Act – Decrease by \$763,435.68 due to grant adjustments. This account houses 5 separate COVID grants: California Equitable Recovery Initiative (CERI), Workforce Development (WFD), Disease Intervention Specialist Workforce (DIS), Epidemiology and Laboratory Capacity Enhancing Detection (ELC ED), Epidemiology and Laboratory Capacity Expansion (ELC EX). Decrease due to resignation of several limited-term employees and reallocation of those funds to the next fiscal year. Epidemiologist position moved out of ELC ED and will be funded through covid grants received in prior fiscal years.
- 16380 CCS Admin – Decrease of \$15,180 due to a reduction in final grant allocation.
- 16501 Immunizations – Increase by \$5,116.72 to match current actual.
- 18100 – Operating Transfers In – Increase by \$10,157 due to updated estimates for general administration costs in Fund 131, 133, & 137. Includes DSS transfer for Children's Medical Services costs not covered by federal or state funds. General Administration cost estimates: Fund 131 \$23,902, Fund 133 \$22,667, Fund 137 \$74,929.69. DSS estimate: \$23,612.
- 21100 Salary and Wages – Decrease by \$118,685.85 due to resignations and new requested positions. Two (2) Contact Tracer/Case Investigator positions have been vacated and the remainder has been unfunded. Public Health Director position is currently filled as Interim with the Director of Social Services. Public Health Director payouts totaled \$105,960.84, within total budget of position. Interim costs for the remainder of the fiscal year will also fall with total budget of position. Covid Screener position has been replaced with an FTS position, budget lowered from 100% of FY to 58%. Covid Infection Preventionist position has been unfunded. Two (2) new positions for the new Future of Public Health workforce grant has been added at 58%.
- 22100 Employee Benefits – Decrease by \$497.91, see 21100 explanation.
- 22110 Employee Benefits – Health – Decrease by \$29,164.75, see 21100 explanation.
- 22120 Employee Benefits – PERS – Decrease by \$12,613.53, see 21100 explanation.

- 30280 Telephone – Decrease by \$8,197.25, removing ELC funding communication costs.
- 31530 Medical, Dental, Lab Supplies – Increase by \$9,280 to account for reclassified MCAH costs and new grant estimates.
- 31700 Membership Fees – Increase by \$1,245 to account for travel vaccination site membership.
- 32000 Office Expense – Decrease by \$16,064 to account for removal of certain grant estimates and reclassification of grant estimates.
- 32010 Technology Expenses – Decrease by \$7,920.91 to account for removal of grant estimates.
- 32020 Tech Expense-Software – Increase by \$100 to account for increase in Cortex software costs.
- 32030 Copier Pool Expense – Increase by \$5,300 due to revised budget estimate.
- 32450 Contract Services – Increase by \$28,619 to account for new FoPH & MCAH HVP grant estimates. FoPH Paid Media & MCAH HVP subcontract with First 5 for grant deliverables.
- 32500 Professional Services – Increase by \$212 for Shredpro encumbrance.
- 33120 Special Dept Expense – Decrease by \$65,334.10 due to removal and/or reductions of grant estimates.
- 33350 Travel & Training – Decrease by \$1,617 due to updated grant estimates.
- 33351 Fuel – Increase by \$1,156 due to updated grant estimates.
- 60100 Operating Transfers Out – Increase by \$95,286 to cover fund deficits in Fund 131, 133, & 137. Fund 131 - \$25,911 Fund 133 - \$50,497 Fund 137 - \$666,593. Total is 51.1% of total estimated discretionary revenue.
- 60110 Civic Center Rent – Decrease by \$1,772 to true-up to actuals.
- 72960 A-87 Indirect Costs – Increase by \$214,236 to true-up to actuals. This is an increase of 51.75% over the budget estimate. Total of \$628,200 is 43.2% of total estimated discretionary revenue.

Total Expenditure increase of \$93,567.

Increase in use of fund balance by \$155,541. Advanced funds received in prior fiscal years will be utilized to cover expenses in 2022/23.

131-41-847 (Public Health Education)

- 18100 Operating Transfers In – Increase by \$11,770 to cover increase in expenditures from approved grant carry-forward; transferred from Fund 135 & 136.

Total Revenue increase of \$11,770.

- 32000 Office Expense – Increase by \$534 to match approved grant budget.
- 32010 Tech Expenses – Decrease by \$716.84 to match actual costs.
- 32020 Tech Expenses-Software – Increase by \$400 per updated estimate for portion of time study software.
- 32030 Copier Pool Expense – Increase by \$450 due to revised budget estimate.
- 32450 Contract Services – Decrease by \$1,800 due to original overestimate of Eastern Sierra Marketing Contract.
- 33101 Educational Materials – Increase by \$3,000 per approved grant budget.
- 33102 Promotions – Increase by \$2,370 per approved grant budget; includes consumable and non-consumable incentives.
- 33120 Special Dept Expense – Increase by \$2,069.60.
- 33350 Travel & Training – Increase by \$1,880 per approved grant budget.
- 33351 Fuel – Increase by \$500 per current actuals and updated budget estimate.
- 33360 Motor Pool – Increase by \$1,500 per current actuals and updated budget estimate.
- 60100 Operating Transfers Out – Increase by \$1,470, for General Administration Services provided by Public Health staff; estimate based on 21/22 actuals.
- 60110 Civic Center Rent – Decrease by \$140 to true-up to actuals.
- 72960 A-87 Indirect Costs – Increase by \$230 to true-up to actuals.

Total Expenditures increase of \$11,746.76.

Removing prior fund balance request of \$23.24. Net zero budget.

137-41-862 (Environmental Health)

- 12130 Pool Permits – Decrease revenue by \$1,421 due to revised permit billing.
- 12140 CUPA Permits – Increase by \$5,456 due to non-permit collections to date and remaining unpaid estimate.
- 12150 Small Water System Permits – Increase by \$2,158 due to non-permit collections to date and remaining unpaid estimate.
- 15121 LEA Grant – Increase by \$165 to match approved grant funding.
- 17250 Settlements – Increase by \$170,000 – ORMAT CUPA settlement – to be reserved and used only for CUPA related expenses.
- 18100 Operating Transfers In – Decrease by \$1,534.

Total Revenue increase of \$181,424.00.

- 32030 Copier Pool Expense – Increase by \$2,000 due to revise budget estimate.
- 32450 Contract Services – Increase by \$6,600 for Tait Environmental for CUPA services. Offset with CUPA settlement funds.
- 32500 Professional Services – Increase by \$18,736 for County Counsel ORMAT CUPA Settlement billed services.
- 60100 Operating Transfers Out – Increase by \$7,658.69, for General Administration Services provided by Public Health staff; estimate based on 21/22 actuals.
- 60110 Civic Center Rent – Decrease by \$557 to true-up to actuals.
- 72960 A-87 Indirect Costs – Decrease by \$4,348 to true-up to actuals.

Total Expenditures increase of \$30,089.69.

Fund balance surplus of \$144,734.31. \$70.31 to clear out prior fund balance request plus \$144,664 to be held in fund balance for CUPA related expenses only.

135-41-847 (Prop 99 Public Health Education)

The adopted FY 2022-23 Budget is adequate to meet objectives department objectives through June 30, 2023.

136-41-847 (Prop 56 Public Health Education)

The adopted FY 2022-23 Budget is adequate to meet objectives department objectives through June 30, 2023.

**COUNTY OF MONO
APPROPRIATION TRANSFER REQUEST**

Department Name:	Public Works - Solid Waste	Date:	12/19/2022
Prepared by:	Justin Nalder	Phone:	760-932-5453

Action Type -
 Line Item Increase: + **Make sure revenue increases and use of fund balance are negative in the adjustment column
 Line Item Decrease: - **Make sure expenditure decreases are negative in the adjustment column

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+	XXX-XX-XXX-XXXXX		\$XX,XXX.XX	\$XX,XXX.XX	\$XX,XXX.XX
+	615-44-755-30122	Uniform / Safety Gear	\$5,000.00	\$4,000.00	\$9,000.00
+	615-44-755-32500	Professional and Specialized Services	\$203,000.00	\$21,000.00	\$224,000.00
+	615-44-755-35210	Land & Improvements	\$350,000.00	\$30,000.00	\$380,000.00
+	615-44-755-16023	Solid Waste Tipping Fees	\$1,001,175.00	(\$55,000.00)	\$1,056,175.00
+	615-44-755-32010	Technology Expense	\$12,658.70	\$250.00	\$12,908.70
+	615-44-755-32030	Copier Pool	\$0.00	\$250.00	\$250.00
-	615-44-755-33350	Travel and Training	\$8,300.00	(\$500.00)	\$7,800.00

Total (Must equal \$0) \$0.00

Explanation

Please address the following for the Budget adjustment requested: (Attach memo if necessary)

1 - Why was this not anticipated at time of Budget Development?

Uniform / Safety Gear - In July the laundering company billed us \$6,000. They're fiscal staff is out and they billed late. Professional and Specialized Services - Surface gas testing required by state requested after budget developed, Status Impact Report is a new report required by state, engineering for PV development more than expected. Land & Improvements - bids for construction work higher than expected with inflated material prices and prevailing wages.

2 - Why are funds available for the budget adjustment?

Accelerated Landfill Closure account not required to have any annual revenue. Closure funds will be fulfilled in FY 23/24 with Solid Waste Parcel Fees.

3 - Is this a non-recurring event or should this be reflected in next years budget?

Uniform / Safety Gear - reoccurring. Professional and Specialized Services - Non recurring. Land & Improvements - Non recurring.

Budget Request detail

Board Approval not required Revenue increase/decrease
 Board Approval required Appropriation increase/decrease
 Request for Contingency

1. Department Head - Signature	2. Budget Office - Signature
3. Finance Director - Signature	4. CAO Office - Signature

**COUNTY OF MONO
APPROPRIATION TRANSFER REQUEST**

Department Name:	Social Services - 868	Date:	12/20/2022
Prepared by:	Kyla Closson	Phone:	530-495-1263

Action Type -
 Line Item Increase: + **Make sure revenue increases and use of fund balance are negative in the adjustment column
 Line Item Decrease: - **Make sure expenditure decreases are negative in the adjustment column

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+	XXX-XX-XXX-XXXXX		\$XX,XXX.XX	\$XX,XXX.XX	\$XX,XXX.XX
+	110-51-868-31700	Membership Fees	\$22,885.00	\$2,500.00	\$25,385.00
-	110-51-868-32500	Professional & Specialized Services	\$271,428.00	(\$2,500.00)	\$268,928.00
+	110-51-868-41130	Adult Protective Services	\$71,768.00	\$75,000.00	\$146,768.00
+	110-51-868-21100	Salary and Wages	\$2,334,676.00	\$19,384.00	\$2,354,060.00
-	110-51-868-72960	A-87 Indirect Costs	\$682,859.00	(\$274,980.00)	\$407,879.00
+	110-51-868-32950	Rents and Leases	\$17,216.00	\$5,000.00	\$22,216.00
+	110-51-868-33120	Special Department Expense	\$198,000.00	\$48,232.00	\$246,232.00
-	110-51-868-18100	Operating Transfers In	\$6,934,781.00	(\$75,000.00)	\$7,009,781.00
+	110-51-868-32030	Copier Pool Expense	\$11,600.00	\$15,000.00	\$26,600.00
+		Fund Balance		\$187,364.00	

Total (Must equal \$0) \$0.00

Explanation

Please address the following for the Budget adjustment requested: (Attach memo if necessary)

1 - Why was this not anticipated at time of Budget Development?

Our CWDA membership fees increased this year more than anticipated and there is a reduction of Professional and Specialized services to cover the fees. An eligibility specialist III is being replaced with an integrated case worker III. Actual A-87 Indirect charges were lower than budget. Rents and Leases has been increased due rent increase. Special Department Expense increased to account for last FY 21/22 Project Room Key. There has been an increase of \$15,000 to Copier Pool Expenses inc. postage. An increase to salary due to Director salary increase for duties from Conservator Range 21 step E.

2 - Why are funds available for the budget adjustment?

Additional adult protective services Home Safe funding allocation from the State is available in the amount of \$250,000. Social Services will estimate use of \$75,000 of this amount to assist seniors in our County with housing-related supports. Additional funds for the proposed newly allocated Integrated Case Worker (ICW III) position was already budgeted as a part of the FY 2022/23 budget adoption.

3 - Is this a non-recurring event or should this be reflected in next years budget?

Most of these expenses will recure next year.

Budget Request detail

Board Approval not required Revenue increase/decrease
 Board Approval required Appropriation increase/decrease
 Request for Contingency

1. Department Head - Signature	2. Budget Office - Signature
3. Finance Director - Signature	4. CAO Office - Signature



R23-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS
ADOPTING A SCHEDULE FOR POSITION CLASSIFICATIONS
IN CONJUNCTION WITH THE ADOPTION OF THE FY2022-23 MIDYEAR BUDGET
ADJUSTMENTS**

WHEREAS, California Government Code section 29007 requires that a schedule for position classifications, also referred to as an “allocation list”, be adopted in conjunction with the annual adoption of the County budget; and

WHEREAS, the allocation list must include salary rates or ranges, as applicable, and the total allocated positions approved by the Board of Supervisors; and

WHEREAS, in conjunction with the adoption of the 2022-23 Midyear Budget Adjustments for the County of Mono, the Board now wishes to adopt a schedule for position classifications;

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that the Mono County 2022-23 schedule for position classifications attached hereto as an exhibit and incorporated by this reference, is hereby adopted.

PASSED, APPROVED and ADOPTED this 21st day of February, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel

Allocation List – Revised

Mono County Position Allocation List, FY 2022-23
Midyear revision 2.21.23

Department	Position Title	Grade/ Range	Min Annual Base Salary	Max Annual Base Salary	Positions Approved by Board of Supervisors
ANIMAL SERVICES	ANIMAL SERVICES OFFICER I/II	50/52	\$40,245	\$48,918	2
ANIMAL SERVICES	ANIMAL SERVICES SHELTER ATTENDANT	47	\$37,371	\$45,425	3
ANIMAL SERVICES	DIRECTOR OF ANIMAL SERVICES	6	\$68,727	\$83,538	1
6					
ASSESSOR	APPRAISER AIDE	64	\$56,865	\$69,119	1
ASSESSOR	APPRAISER II	71	\$67,594	\$82,161	2
ASSESSOR	APPRAISER III	75	\$74,611	\$90,691	1
ASSESSOR	ASSESSOR	16	\$111,949	\$136,074	1
ASSESSOR	ASSISTANT ASSESSOR	13	\$96,705	\$117,547	1
ASSESSOR	AUDITOR-APPRAISER II	74	\$72,792	\$88,479	1
ASSESSOR	CADASTRAL MAPPER/TRANSFER ANALYST	65	\$58,286	\$70,847	1
ASSESSOR	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	1
9					
BEHAVIORAL HEALTH	DIRECTOR OF BEHAVIORAL HEALTH	18	\$123,424	\$150,023	1
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH PROGRAM MANAGER	82	\$88,689	\$107,803	1
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICES COORDINATOR I	62	\$54,125	\$65,789	1
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICES COORDINATOR II	66	\$59,743	\$72,618	1
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICES COORDINATOR III	70	\$65,946	\$80,157	1
BEHAVIORAL HEALTH	CASE MANAGER III	60	\$51,517	\$62,619	4
BEHAVIORAL HEALTH	CLINICAL SUPERVISOR	82	\$88,689	\$107,803	1
BEHAVIORAL HEALTH	FISCAL TECHNICAL SPECIALIST III	59	\$50,260	\$61,091	1
BEHAVIORAL HEALTH	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	2
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST I	66	\$59,743	\$72,618	0
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST II	70	\$65,946	\$80,157	2
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST III	74	\$72,792	\$88,479	2
BEHAVIORAL HEALTH	QUALITY ASSURANCE COORDINATOR III	78	\$80,348	\$97,664	2
BEHAVIORAL HEALTH	STAFF SERVICES ANALYST II	70	\$65,946	\$80,157	1
BEHAVIORAL HEALTH	STAFF SERVICES ANALYST III	74	\$72,792	\$88,479	2
BEHAVIORAL HEALTH	STAFF SERVICES MANAGER	82	\$88,689	\$107,803	1
BEHAVIORAL HEALTH	SUBSTANCE USE DISORDERS COUNSELOR III	62	\$54,125	\$65,789	2
BEHAVIORAL HEALTH	SUBSTANCE USE DISORDERS SUPERVISOR	72	\$69,284	\$84,215	1
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$20.00/hr.		1
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$25.00/hr.		3
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$35.00/hr.		1
31					
BOARD OF SUPERVISORS	BOARD CHAIRPERSON	n/a		\$62,424	1
BOARD OF SUPERVISORS	BOARD MEMBER	n/a		\$57,504	4
5					
CLERK/RECORDER	COUNTY CLERK/RECORDER/REGISTRAR	14	\$101,541	\$124,424	1
CLERK/RECORDER	ASSISTANT COUNTY CLERK/RECORDER	10	\$83,538	\$101,541	1
CLERK/RECORDER	SENIOR DEPUTY BOARD CLERK/ELECTIONS	69	\$64,337	\$78,202	1
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	1
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST III/II/III/IV	1/55/59/63	\$41,251	\$67,433	1
CLERK/RECORDER	ELECTIONS ADMINISTRATION ADVISOR/ANNUITANT	n/a	\$25.00/hr.		0.25
CLERK/RECORDER	ELECTIONS ASSISTANT	n/a	\$25.00/hr.		0.25
5.5					
COMMUNITY DEVELOPMENT	DIRECTOR OF COMMUNITY DEVELOPMENT	18	\$123,424	\$150,023	1
COMMUNITY DEVELOPMENT	PRINCIPAL PLANNER	78	\$80,348	\$97,664	1
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST III	74	\$72,792	\$88,479	2
COMMUNITY DEVELOPMENT	ASSOCIATE PLANNER II	70	\$65,946	\$80,157	1
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST II	70	\$65,946	\$80,157	3
COMMUNITY DEVELOPMENT	ADMINISTRATIVE SERVICES SPECIALIST	69	\$64,337	\$78,202	1
COMMUNITY DEVELOPMENT	OFFICE MANAGER & PLANNING COMMISSION SECRETARY	65	\$58,286	\$70,847	1
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR III	74	\$72,792	\$88,479	1
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR/PLANS EXAMINER	71	\$67,594	\$82,161	1
COMMUNITY DEVELOPMENT-BUILDING	PERMIT TECHNICIAN	64	\$56,865	\$69,119	1
COMMUNITY DEVELOPMENT-BUILDING	BUILDING OFFICIAL	n/a	\$86.28/hr.		1
COMMUNITY DEVELOPMENT-CODE	COMMUNITY DEVELOP ANALYST III/CODE ENFORCE	74	\$72,792	\$88,479	1
COMMUNITY DEVELOPMENT-CODE	COMMUNITY DEVELOP ANALYST II/CODE ENFORCE	70	\$65,946	\$80,157	1
16					
COUNTY ADMINISTRATION	ASSISTANT COUNTY ADMINISTRATIVE OFFICER	21	\$142,879	\$173,669	1
COUNTY ADMINISTRATION	ASSISTANT TO THE COUNTY ADMINISTRATIVE OFFICER	9	\$79,560	\$96,705	1
COUNTY ADMINISTRATION	BUDGET OFFICER	17	\$117,547	\$142,879	1
COUNTY ADMINISTRATION	COUNTY ADMINISTRATIVE OFFICER	25	\$173,669	\$211,096	1
COUNTY ADMINISTRATION	DIRECTOR OF EMERGENCY MANAGEMENT	20	\$136,074	\$165,399	1
COUNTY ADMINISTRATION	WILDFIRE MITIGATION COORDINATOR (Limited Term)	N/A		\$73,133	1
COUNTY ADMINISTRATION	HOUSING OPPORTUNITIES MANAGER	14	\$101,541	\$123,424	1
COUNTY ADMINISTRATION	CHIEF PEOPLE OFFICER	21	\$142,879	\$173,669	1
COUNTY ADMINISTRATION	HUMAN RESOURCES GENERALIST	5	\$65,454	\$79,560	2
COUNTY ADMINISTRATION	HUMAN RESOURCES SPECIALIST	2	\$56,542	\$68,727	1
COUNTY ADMINISTRATION	ADMINISTRATION SERVICES SPECIALIST	69	\$64,337	\$78,202	1
12					
COUNTY COUNSEL	COUNTY COUNSEL	25	\$173,669	\$211,096	1
COUNTY COUNSEL	ASSISTANT COUNTY COUNSEL	18	\$123,424	\$150,023	2
COUNTY COUNSEL	DEPUTY COUNTY COUNSEL III	15	\$106,618	\$129,595	1
COUNTY COUNSEL	RISK MANAGER	12	\$92,101	\$111,949	1
COUNTY COUNSEL	ADMINISTRATIVE SERVICES SPECIALIST	69	\$64,337	\$78,202	1
6					
DISTRICT ATTORNEY	DISTRICT ATTORNEY	21	\$140,077	\$170,264	1
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY	18	\$123,424	\$150,023	1
DISTRICT ATTORNEY	DEPUTY DISTRICT ATTORNEY III	15	\$106,618	\$129,595	2
DISTRICT ATTORNEY	CHIEF INVESTIGATOR	n/a		\$131,112	1
DISTRICT ATTORNEY	DISTRICT ATTORNEY INVESTIGATOR II	n/a		\$120,186	1
DISTRICT ATTORNEY	OPERATIONS AND PROGRAMING SUPERVISOR	8	\$75,772	\$92,101	1
DISTRICT ATTORNEY	ADMINISTRATIVE SERVICES SPECIALIST	69	\$64,337	\$78,202	1
DISTRICT ATTORNEY	VICTIM/WITNESS ADVOCATE	60	\$51,517	\$62,619	1
DISTRICT ATTORNEY	VICTIM/WITNESS ADVOCATE	n/a	\$20.00/hr.		1
10					
ECONOMIC DEVELOPMENT	DIRECTOR OF ECONOMIC DEVELOPMENT	16	\$111,949	\$136,074	1
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT MANAGER	12	\$92,101	\$111,949	1
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT COORDINATOR	69	\$64,337	\$78,202	1
3					
FINANCE	DIRECTOR OF FINANCE	21	\$142,879	\$173,669	1
FINANCE	ASSISTANT DIRECTOR OF FINANCE	14	\$101,541	\$123,424	2
FINANCE	ACCOUNTANT II	79	\$82,357	\$100,105	2
FINANCE	ACCOUNTANT I	73	\$71,016	\$86,321	4
FINANCE	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	3
12					
INFORMATION TECHNOLOGY	DIRECTOR OF INFORMATION TECHNOLOGY	21	\$142,879	\$173,669	1
INFORMATION TECHNOLOGY	INFRASTRUCTURE MANAGER	88	\$102,853	\$125,018	1
INFORMATION TECHNOLOGY	SENIOR SYSTEM ADMINISTRATOR	84	\$93,179	\$113,260	1
INFORMATION TECHNOLOGY	BUSINESS OPERATIONS MANAGER	81	\$86,526	\$105,173	1
INFORMATION TECHNOLOGY	LEAD DEVELOPER	81	\$86,526	\$105,173	1
INFORMATION TECHNOLOGY	COMMUNICATIONS SPECIALIST III	77	\$78,389	\$95,282	1
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST III	79	\$82,357	\$100,105	1
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST II	77	\$78,389	\$95,282	1

Mono County Position Allocation List, FY 2022-23
Midyear revision 2.21.23

Department	Position Title	Grade/ Range	Min Annual Base Salary	Max Annual Base Salary	Positions Approved by Board of Supervisors
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYSTEM SPECIALIST I	75	\$74,611	\$90,691	1
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYSTEM SPECIALIST III	79	\$82,357	\$100,105	1
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST I	75	\$74,611	\$90,691	1
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYSTEM ANALYST	70	\$65,946	\$80,157	1
					12
EMS	CHIEF OF EMERGENCY MEDICAL SERVICES	17	\$117,547	\$142,879	1
EMS	FISCAL & ADMINISTRATIVE SERVICES OFFICER I	76	\$76,477	\$92,958	1
EMS	PARAMEDIC STATION CAPTAIN	58	\$65,775	\$79,950	4
EMS	PARAMEDIC TRAINING OFFICER	56	\$62,923	\$76,484	1
EMS	PARAMEDIC II	54	\$57,202	\$69,530	15
EMS	EMERGENCY MEDICAL TECHNICIAN	40	\$46,866	\$49,209	4
					26
PROBATION	CHIEF PROBATION OFFICER	19	\$129,595	\$157,524	1
PROBATION	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$82,357	\$100,105	1
PROBATION	DEPUTY PROBATION OFFICER V	67	\$75,861	\$92,210	2
PROBATION	DEPUTY PROBATION OFFICER IV	63	\$68,726	\$83,537	2
PROBATION	BEHAVIORAL HEALTH SERVICES COORDINATOR III	62	\$54,125	\$65,789	1
PROBATION	PROBATION AIDE II	51	\$51,102	\$62,115	1
PROBATION	DEPUTY PROBATION OFFICER III	59	\$75,861	\$92,210	5
					13
PUBLIC HEALTH	DIRECTOR OF PUBLIC HEALTH	18	\$123,424	\$150,023	1
PUBLIC HEALTH	ENVIRONMENTAL HEALTH MANAGER	13	\$96,705	\$117,547	1
PUBLIC HEALTH	EPIDEMIOLOGIST (LIMITED TERM 11/17/2022)	82	\$88,689	\$107,803	1
PUBLIC HEALTH	HEALTH PROGRAM MANAGER/PUBLIC HEALTH NURSE (1 Limited Term)	82	\$88,689	\$107,803	3
PUBLIC HEALTH	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$82,357	\$100,105	1
PUBLIC HEALTH	DEPUTY DIRECTOR OF PUBLIC HEALTH (Limited Term 7/31/2023)	13	\$96,705	\$117,547	1
PUBLIC HEALTH	EMERGENCY PREPAREDNESS MANAGER	75	\$74,611	\$90,691	1
PUBLIC HEALTH	WIC PROGRAM DIRECTOR/REGISTERED DIETICIAN	75	\$74,611	\$90,691	1
PUBLIC HEALTH	COMMUNITY HEALTH PROGRAM COORDINATOR I/II	70/75	\$65,946	\$90,691	1
PUBLIC HEALTH	ENVIRONMENTAL HEALTH SPECIALIST III	74	\$72,792	\$88,479	3
PUBLIC HEALTH	FISCAL TECHNICAL SPECIALIST II/III	55/59	\$45,533	\$61,091	1
PUBLIC HEALTH	FISCAL TECHNICAL SPECIALIST IV (1 Limited Term Ending June 30, 2023)	63	\$55,478	\$67,433	5
PUBLIC HEALTH	COMMUNITY HEALTH OUTREACH SPECIALIST (2 Limited Term 6/30/2023)	63	\$55,478	\$67,433	3
PUBLIC HEALTH	PUBLIC HEALTH OFFICER (Part Time)	n/a	\$105.00/hr.		0.50
PUBLIC HEALTH	PUBLIC HEALTH NURSING PROFESSIONAL (Part Time)	n/a	\$48.84/hr.		0.10
PUBLIC HEALTH	PUBLIC HEALTH EQUITY OFFICER (Limited Term May 31, 2023)	11	\$87,715	\$106,618	1
PUBLIC HEALTH	DIRECTOR OF PUBLIC HEALTH NURSING	86	\$97,897	\$118,994	1
PUBLIC HEALTH	COVID CASE INVESTIGATORS (TEMP THROUGH 7/31/23)	53	\$41,656	\$50,633	2
PUBLIC HEALTH	COVID RESPONSE TEAM UTILITY (2 Limited Term Ending 7/31/2023 & 06/30/2023)	70	\$65,946	\$80,157	3
					30.6
PUBLIC WORKS	DIRECTOR OF PUBLIC WORKS	20	\$136,074	\$165,399	1
PUBLIC WORKS	ADMINISTRATIVE SERVICES SPECIALIST	69	\$64,337	\$78,202	1
PUBLIC WORKS-ENGINEERING	COUNTY ENGINEER	15	\$106,618	\$129,595	1
PUBLIC WORKS-ENGINEERING	ASSOCIATE ENGINEER I	84	\$93,179	\$113,260	2
PUBLIC WORKS-ENGINEERING	ENGINEER TECHNICIAN III	74	\$72,792	\$88,479	1
PUBLIC WORKS-ENGINEERING	PUBLIC WORKS PROJECT MANAGER	9	\$79,560	\$96,705	1
PUBLIC WORKS-ENGINEERING	OUTDOOR RECREATION MANAGER	9	\$79,560	\$96,705	1
PUBLIC WORKS-ENGINEERING	EASTERN SIERRA RECREATION SEASONAL (2 x part time)	51	\$20	\$24	1
PUBLIC WORKS-PARKS/FACILITIES	PARKS & FACILITIES SUPERINTENDENT	11	\$87,715	\$106,618	1
PUBLIC WORKS-PARKS/FACILITIES	PARKS & FACILITIES SUPERVISOR	73	\$71,016	\$86,321	1
PUBLIC WORKS-PARKS/FACILITIES	MAINTENANCE CRAFTSWORKER	63	\$55,478	\$67,433	2
PUBLIC WORKS-PARKS/FACILITIES	MAINTENANCE LEADWORKER	63	\$55,478	\$67,433	2
PUBLIC WORKS-PARKS/FACILITIES	MAINTENANCE WORK ORDER TECHNICIAN	61	\$52,804	\$64,184	1
PUBLIC WORKS-PARKS/FACILITIES	MAINTENANCE WORKER III	59	\$50,260	\$61,091	3
PUBLIC WORKS-PARKS/FACILITIES	MAINTENANCE WORKER II	55	\$45,533	\$55,346	1
PUBLIC WORKS-PARKS/FACILITIES	LEAD CUSTODIAN	51	\$41,251	\$50,141	1
PUBLIC WORKS-PARKS/FACILITIES	CUSTODIAN III	43/47	\$33,856	\$45,425	2
PUBLIC WORKS-ROAD DEPT	ROADS OPERATIONS SUPERINTENDENT	11	\$87,715	\$106,618	1
PUBLIC WORKS-ROAD DEPT	FLEET MAINTENANCE MANAGER	76	\$76,477	\$92,958	1
PUBLIC WORKS-ROAD DEPT	LEAD EQUIPMENT MECHANIC	72	\$69,284	\$84,215	1
PUBLIC WORKS-ROAD DEPT	EQUIPMENT MECHANIC III (Motor Pool)	68	\$62,768	\$76,295	2
PUBLIC WORKS-ROAD DEPT	ROAD SUPERVISOR	67	\$61,237	\$74,434	4
PUBLIC WORKS-ROAD DEPT	INVENTORY AND PURCHASING TECHNICIAN	61	\$52,804	\$64,184	1
PUBLIC WORKS-ROAD DEPT	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	2
PUBLIC WORKS-ROAD DEPT	MAINTENANCE WORKER III	59	\$50,260	\$61,091	11
PUBLIC WORKS-ROAD DEPT	MAINTENANCE WORKER II	55	\$45,533	\$55,346	2
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERINTENDENT	9	\$79,560	\$96,705	1
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERVISOR	73	\$71,016	\$86,321	1
PUBLIC WORKS-SOLID WASTE	SOLID WASTE EQUIPMENT OPERATOR	61	\$52,804	\$64,184	2
PUBLIC WORKS-SOLID WASTE	FISCAL TECHNICAL SPECIALIST III	59	\$50,260	\$61,091	1
PUBLIC WORKS-SOLID WASTE	SOLID WASTE MAINTENANCE WORKER	59	\$50,260	\$61,091	3
PUBLIC WORKS-FLEET	EQUIPMENT MECHANIC II (Roads)	64	\$56,865	\$69,119	1
PUBLIC WORKS-FLEET	EQUIPMENT MECHANIC III (Roads)	68	\$62,768	\$76,295	1
					56
SHERIFF	SHERIFF-CORONER	21	\$142,879	\$173,669	1
SHERIFF	UNDERSHERIFF	19	\$129,595	\$157,524	1
SHERIFF	LIEUTENANT I/II	n/a		\$157,042	2
SHERIFF	SERGEANT	60	\$91,680	\$111,444	4
SHERIFF	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$82,357	\$100,105	1
SHERIFF	DEPUTY SHERIFF I/II	50/54	\$71,616	\$96,096	17
SHERIFF	PUBLIC INFORMATION OFFICER	69	\$64,337	\$78,202	1
SHERIFF	RECORDS MANAGER	61	\$52,804	\$64,184	1
SHERIFF	COURT SCREENER II (Retired Annuitant)	n/a	\$38.50/hr.		1
SHERIFF	COURT SCREENER I	n/a	\$27.50/hr.		9
SHERIFF - JAIL	CORRECTIONAL SERGEANT I	58	\$78,364	\$95,252	2
SHERIFF - JAIL	CORRECTIONAL SERGEANT II	63	\$77,592	\$94,320	1
SHERIFF - JAIL	CORRECTIONAL DEPUTY I/II	47/49	\$48,108	\$74,623	17
SHERIFF - JAIL	FOOD SERVICE MANAGER	51	\$41,251	\$50,141	1
SHERIFF - JAIL	COOK (CORRECTIONAL)	45	\$35,570	\$43,236	1
					60
SOCIAL SERVICES	DIRECTOR OF SOCIAL SERVICES	n/a		\$186,830	1
SOCIAL SERVICES	CHILD AND ADULT SERVICES MANAGER	14	\$101,541	\$123,424	1
SOCIAL SERVICES	ADMIN & FISCAL PROGRAM MANAGER	82	\$88,689	\$107,803	1
SOCIAL SERVICES	ELIBILITY / WORKFORCE PROGRAM MANAGER	82	\$88,689	\$107,803	1
SOCIAL SERVICES	SOCIAL WORKER SUPERVISOR II	79	\$82,357	\$100,105	2
SOCIAL SERVICES	SUPERVISING STAFF SERVICES ANALYST	78	\$80,348	\$97,664	1
SOCIAL SERVICES	STAFF SERVICES ANALYST III	74	\$72,792	\$88,479	2
SOCIAL SERVICES	SUPERVISING INTEGRATED CASE WORKER	72	\$69,284	\$84,215	1
SOCIAL SERVICES	SOCIAL WORKER I/II	63	\$55,478	\$67,433	2
SOCIAL SERVICES	SOCIAL WORKER IV	71	\$67,594	\$82,161	3
SOCIAL SERVICES	INTEGRATED CASE WORKER III	64	\$56,865	\$69,119	3
SOCIAL SERVICES	INTEGRATED CASE WORKER III	68	\$62,768	\$76,295	1
SOCIAL SERVICES	ELIGIBILITY SPECIALIST TRAINEE I/II	59	\$50,260	\$61,091	4
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST IV	63	\$55,478	\$67,433	1
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST III	59	\$50,260	\$61,091	1

Mono County Position Allocation List, FY 2022-23
Midyear revision 2.21.23

Department	Position Title	Grade/ Range	Min Annual Base Salary	Max Annual Base Salary	Positions Approved by Board of Supervisors
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST II	55	\$45,533	\$55,346	2
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST I	51	\$41,251	\$50,141	1
SOCIAL SERVICES	SOCIAL SERVICES AIDE	55	\$41,251	\$50,141	3
SOCIAL SERVICES	SENIOR SERVICES SUPERVISOR	63	\$55,478	\$67,433	1
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	45	\$35,570	\$43,236	3
					35
Total of Totals:					348.1



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Public Works

TIME REQUIRED 1 hour

**PERSONS
APPEARING
BEFORE THE
BOARD**

Paul Roten, Public Works Director,
Janet Dutcher, Finance Director

SUBJECT 2023 Mono County Capital
Improvement Plan (CIP)

AGENDA DESCRIPTION:

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

Workshop for developing the list of projects on the proposed 2023 Mono County five-year Capital Improvement Plan and programming of available financial resources.

RECOMMENDED ACTION:

Review draft 2023 Mono County's five-year Capital Improvement Plan and discuss list of projects and associated funding resources. Provide any desired direction to staff.

FISCAL IMPACT:

The first year of the CIP affects numerous budgets in the coming FY 2023-24 budget. Each item that affects the budget will be brought to the Board as the projects move forward and as the County's FY 2023-24 budget is developed. The CIP also affects programming of resources to projects.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 760-709-0427 / proten@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report 2023 CIP
CIP Workbook Draft 20230221

History

Time

Who

Approval

2/13/2023 5:11 PM	County Counsel	Yes
2/14/2023 9:58 AM	Finance	Yes
2/14/2023 11:09 AM	County Administrative Office	Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

December 06, 2022

To: Honorable Chair and Members of the Board of Supervisors

From: Paul Roten, PW Director

Re: Staff Report – Capital Improvement Program Workshop

Recommended Action:

1. Provide comment on the CIP
2. Discuss and comment on proposed project list with a focus on FY 2022-23 and FY 2023-24
3. Provide consensus on CIP work program and funding for FY 2022-23 and FY 2023-24

Fiscal Impact:

This CIP affects numerous budgets. Each item that affects the budget will be brought to board as the projects move forward. The CIP also affects assignment of resources.

Discussion:

The last CIP was drafted and adopted in October 2018. Since that time there have been many changes in leadership. The new vision for the Mono County CIP is for a Policy and Process that ensures annual workshops and incorporation of projects into the Annual budget Process.

The goal of the CIP is to allow the Mono County Board and members of the public a transparent look at ongoing needs and how Mono County intends to provide needed infrastructure and maintenance to county facilities. The prioritization of CIP projects is based on Mono County Strategic Plan with direction from the Mono County Board.

The goal of this workshop is to facilitate conversation regarding

- This revised process for the CIP management and funding
- Discussion Project categories and projects identified in 5-year Program Plan program and schedule, presentation of materials
- Direction on FY22/23 program Confirmation
- Direction on FY23/24 and beyond program Consensus on Master Facilities Planning
- Funding and Staffing
- Budget Process / Financial Plan Confirmation

Moving forward, we expect to have regular reviews during budget process, Q3 adjustments, and as needed. We want to keep this tool simple and functional with opportunities for Board participation and decision making. Projects in this Capital Improvement will generally be those over \$25,000, but as further discussed in the CIP

The CIP does not include recurring costs for maintenance and operations, or other planned or unplanned repairs normally covered in the County's budget on an annual basis. Ongoing costs for routine maintenance and budgeted maintenance reserves, depreciation, etc. are included in various Department's operating budgets.

If you have questions regarding this item please contact Paul Roten at 760-709-0427, or proten@mono.ca.gov

Respectfully submitted,

Paul Roten, Public Works Director



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Date: February 21, 2023
To: Honorable Chair and Members of the Board of Supervisors
From: Paul Roten, Public Works Director
Subject: Capital Improvement Program

This memo provides a brief introduction to the process we plan to work with to develop and implement the Capital Improvement Program. Staff anticipates making a presentation about the information presented here, along with additional details on January 17, 2023. After presentation we will invite discussion and comment on the CIP for incorporation. With direction from the Board, we will take this CIP to the Planning Commission to verify conformance with the Strategic Plan. Upon their approval, we will then return to the board for adoption of the CIP. This approved CIP will be used for the development of the Mono County FY 2023-24 Budget.

Actions:

Please review and consider support for project items included in this draft Capital Improvement Program (CIP). Please work with attachment D, Blank Project Worksheet, to develop any new projects.

Discussion:

The Capital Improvement Program (CIP) is an important tool for the Mono County Board of Supervisors to prioritize and align County work and spending with the Mono County Strategic Plan and goals. This CIP affects numerous budgets. Each item that affects the budget will be brought to the Board as the projects move forward. The CIP also affects assignment of resources.

The last CIP was drafted and adopted in October 2018. Since that time there have been many changes in leadership. The new vision for the Mono County CIP is for a Policy and Process that ensures annual workshops and incorporation of projects into the Annual budget Process. In the future we plan to complete this process in early November each year for use in the development of the following years budget.

This CIP, as the first of Mono County's annual CIP's, will act as a baseline. It is mostly prepared based on our present funded projects.

Our goal of the annual CIP process is to allow the Mono County Board, the Planning Commission and members of the public to have a transparent look at ongoing needs and how Mono County intends to meet the interests of its residents and its visitors. The prioritization of CIP projects is based on Mono County Strategic Plan with direction from the Planning Commission and the Mono County Board.

The goal of this workshop is to facilitate conversation regarding:

- This revised process for the CIP management and funding
- Discussion Project categories and projects identified in 5-year Program Plan program and schedule, presentation of materials
- Direction on FY22/23 program Confirmation
- Direction on FY23/24 and beyond program Consensus on Master Facilities Planning
- Funding and Staffing
- Budget Process / Financial Plan Confirmation

Moving forward, we expect to have regular reviews of this CIP. We want to keep this tool simple and functional with opportunities for Board participation and decision making. Projects in this Capital Improvement will generally be those over \$25,000. In general, the CIP will include funded projects. But we do want to develop work sheets and keep our eyes on potential future projects that could affect future budgets.

This CIP is intended to be a working guideline to each of the identified departments and their respective projects. It is not intended to be a document lost in a drawer or a file. We will be keeping this document on the Public Works website updated to the latest approved level. Again, this is important as a matter of public transparency. We further expect to maintain this document as a matter of accountability, for departments to follow and perform to its identified goals.

The CIP does not include recurring costs for maintenance and operations, or other planned or unplanned repairs normally covered in the County's budget on an annual basis. Ongoing costs for routine maintenance and budgeted maintenance reserves, depreciation, etc. are included in various Department's operating budgets. We do though want to identify when a project could affect maintenance and operations costs. This should be noted on the various project sheets.

Attached are several items for consideration

1. Draft CIP
2. Appendix A – Projects List (All projects list)
3. Appendix B – NEW PROJECTS
4. Appendix C - COMPLETED PROJECTS

5. Appendix D – Blank Project worksheet (for preparation of new projects for consideration of inclusion in CIP)

Expected Workshop Results:

1. Obtain Board of Supervisors comment on the CIP
2. Discuss and comment on proposed project list with a focus on FY 2022-23 and FY 2023-24
3. Provide consensus on CIP work program and funding for FY 2022-23 and the following 5 years.
4. Direction to County staff on direction for corrections and development of CIP.

If you have questions regarding this item, please contact Paul Roten at 760-709-0427 (cellphone), or proten@mono.ca.gov

Respectfully submitted,



Paul Roten, Public Works Director



Draft
Mono County
Capital Improvement Plan
Fiscal Year 2022/2023



2022/2023 Mono County Capital Improvement Plan

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7. New Project Worksheet	7

Attachments

Attachment A	5 Year CIP Table
Attachment B	New Projects / Narratives
Attachment C	Completed Projects
Attachment D	Project Worksheet Form and Instructions

1. Introduction

The 5-year Capital Improvement Plan (CIP) for Mono County is the community's plan for short and mid-range development, maintenance, improvement and acquisition of infrastructure assets to benefit the County's residents, businesses, property owners and visitors. The CIP provides a linkage between the County's General Plan, various master planning documents and the annual budget to more effectively plan, prioritize, schedule and implement capital and projects over the next 5-year period (through FY 2027/28).

The Capital Improvement Plan is vital to our County. It is a plan for physical improvements to public facilities and infrastructure, throughout Mono County. The underlying motive behind these programs is to improve safety, mobility, and lifestyles of residents and visitors. Such projects will have a positive effect on the local economy and include short-range and long-range capital acquisition and development plans and projects. Projects included in the CIP are major non-recurring projects, have a long service life, and will be underway (or are planned, but are unfunded) during the 5-year cycle beginning with fiscal year (FY) 2022/23 and ending FY 2026/27. CIP expenditures are considered beyond the scope of normal annual operating or maintenance expenses.

This CIP is proposed to be reviewed annually and revised as necessary based on current circumstances and opportunities in consideration of historic requirements and expenditures for capital projects. While the 5-Year Plan does not appropriate funds, it serves as a planning and budget tool to identify needed capital projects, estimate capital requirements, and coordinate financing and timing. It identifies projects for annual funding, focuses resources in program areas, and supports planning recommendations. It also identifies project

impacts on future operating budgets, including additional staffing, maintenance, and other recurring operational expenditures that require ongoing funding and must be considered in the planning and approval of projects.

The plan is dynamic in nature and changes year to year as priorities, needs and funding change. The CIP is a guide for the consideration, selection and development of; roads, sewers, water systems, bike lanes, sidewalks, MUP's, parking, parks, airports, offices and other types of facilities necessary to provide communities with services. The projects include significant maintenance and replacement of existing infrastructure and facilities and construction of new facilities and infrastructure.

Ultimately, the CIP is focused on achieving the following goals:

- Develop a consistent annual process to coordinate the planning and development of infrastructure and facilities.
- Enhance coordination and communication among County departments and other entities involved in the development of capital projects.
- Increase the alignment between infrastructure and facilities projects and adopted land use plans and policies.
- Provide an opportunity for the Board of Supervisors to align the CIP with Strategic Priorities
- Increase opportunities to identify and align funding sources necessary for the development of improvements.
- Increase awareness of planned capital projects to the public and community partners.



2. Project Categories

The CIP and associated documents have been divided into the following categories to help organize and prioritize projects.

Airport (AP). Mono County owns and operates two airports. “Bryant Field Airport” is located in Bridgeport and includes the runway, an apron and a tie down area. “Lee Vining Airport” is located a half mile east of 395 1 mile south of Lee Vining and includes a runway, an apron, and a couple hangars and a tie down area.

Community Housing (CH). Includes capital projects that advance the County’s housing goals, including Affordable Housing and Other Community Housing Opportunities

Child Care Facilities (CF) - Includes c

Fleet and Equipment (FE) – Mono County owns 200 vehicles

General Facilities (GF). The category includes the 99 County owned vertical structures. This includes 5 municipal corporation yards, the Civic Center, the Courthouse in Bridgeport, the Bridgeport Jail, 5 community centers, etc. The full list of facilities is included in Attachment B.

Information technologies and Systems (IT) – This category covers all

McSOAR (MS). Mono County Sustainable Outdoors and Recreation – This category supports activities in the eastern sierra to maintain sustainability of our environment. This category will also work toward shared uses and facilities.

Parks, Recreation and Land (PR). Mono County also has numerous parks around the county with facilities like tennis courts, horseshoe pits, picnic tables, etc. The category includes the campground located at Lundy Lake, undeveloped Mono County Land and Conway and xx. Cemetery work is also included in this category.

Sheriff’s Department (SO). Mono County owns the Sheriff’s Office and the Bridgeport Jail. Regular maintenance and improvements are the

responsibility Mono County. This category includes the New Adult Detention Facility being built in Bridgeport. The maintenance of the SO fleet is managed under Fleet and Equipment.

Storm Drain Projects (SD). This category includes all drainage related facilities within the Mono County, including storm drains, culverts, inlets, and basins. It also includes any flood related projects.

Streetscape and Signage (SS). Includes street side landscaping, furniture, banners and decorations, and wayfinding signage.

Streets (ST) County Right of Way ROW, Streets and Signage (SS). All work within County ROW Including but not limited to street side landscaping, furniture, banners and decorations, and wayfinding signage. Streets (ST). This category includes capital improvements within the 632 miles of public right-of-way in the County. The improvements may include reconstruction of roadways, bridges, new traffic signals or streetlights, and new curb and gutter. This category also includes any ancillary work that may occur in state owned ROW.

Solid Waste (SW). Mono County owns and operates the Pumice Valley Landfill and Transfer station, the Walker Landfill and transfer station along with 4 transfer stations located at Bridgeport, Benton, Chalfant, and Paradise.



3. Development of the Capital Improvement Plan

The CIP process will be regularly refined to ensure realistic project planning that support the priorities of the County. Consistent with prior years, projects were reviewed as the previous cycle ended. The Public Works Department worked with County Departments to develop a list of new and current projects, obtain estimates, and determine potential impacts to the operating budget for the next five years. The list of projects is based on approved planning documents such as the General Plan and direction from the Board of Supervisors and input from Staff. The procedures for developing the 5-year CIP aim to enhance the County's forecasting, project evaluation and community engagement processes by creating a resource "toolbox" to be used throughout the decision-making process. It is not intended to limit the County's ability to adjust its programs, services and planned projects as unexpected needs, funding opportunities, or impacts arise. Upon approval of the CIP by the Board of Supervisors

the document should be aligned with the budget as CIP priorities should be reflected in budget decisions.

General CIP Acceptance Process

- New project identification / Update current/future CIP project details.
- Draft CIP – Align recommendations with strategic planning, Mono County needs, and available resources.
- Review projects with Board, solicit input and make edits.
- The Mono County Board of Supervisors accepts CIP, Staff makes budget adjustments as directed.
- Review CIP as needed, to allow for allocation of funds to support projects for the following year, adjust project scopes and budgets as required.



4. 2021 through FY2022-23 Project Completion Highlights

Airport Road Rehab

Road rehabilitation and addition of paved bike lanes on Airport Road (1.3 miles) and Hot Creek Hatchery Road (0.3 miles) providing direct access to Mammoth-Yosemite Airport from Highway 3.95.

Long Valley Streets

Road rehabilitation of Substation Road and select roads in Crowley Lake, Sunny Slopes, and Swall Meadows. The project rehabilitated 5 miles of county-maintained roads and the Lakeridge Ranch Zone of Benefit roads in Crowley Lake

Rock Creek Road Pavement Preservation

Slurry

Rock Creek Road Drainage Repair

Repair of a pavement deformity on Rock Creek Road caused by spring runoff.

June Lake Traffic Calming

Installation of Visual traffic calming devices, Speed Limit Signs and Feedback signs in the community of the June Lake Village.

Convict Lake Road Pavement Preservation

Slurry

2022 Mono County Public Works Standards

Update and Development of standards for Public Works, to replace the previous standards dated 1982.

Closing of the Benton Crossing Landfill

This process includes expansion of services at the Pumice Valley Landfill and Transfer Station



5. Funding Sources

Active Transportation Program	ATP
California Disaster Assistance Act	CDAА
Certificates of Participation	COPs
County Fine Fund	CFF
Community Corrections Partnership	CCP
Federal Lands Access Program	FLAP
General Fund	GF
Highway Bridge Program	HBP
Highway Infrastructure Program	HIP
Highway Safety Improvement Program	HSIP
Jail Revenue Bonds	JRB

Mono County Local Transportation Commission Overall Work Program	LTC OWP
Motor Pool	MP
Regional Surface Transportation Program	RSTP
Researching for Funding Sources	RFFS
Road Maintenance and Rehabilitation Account (part of SB 1)	RMRA
State Revenue Bonds for Jail Construction	SB 844
State Transportation Improvement Program	STIP
Systemic Safety Analysis Report Program	SSARP
The Road Repair and Accountability Act (see RMRA)	SB 1
Zone of Benefit	ZOB



6. 5 Year CIP

The CIP outlook is intended to be a planning tool to assist in budget projections and decisions and to aid in the allocation of resources needed to meet Mono County’s strategic goals. Assessment of the CIP Outlook allows the Mono County to annually monitor and evaluate funding availability while taking into account new needs that are of priority. The CIP outlook provides the Board of Supervisors, key stakeholders, and the public with information prior to the budget meetings to facilitate an informed discussion during the development of the FY CIP Budget. One of the goals of the CIP outlook is to take a closer look at the funding gaps and identify any opportunities to appropriate discretionary funds. The budget outlook takes a closer look at the funding sources of each project, identifying the known source of funding for each project along with any deficiencies. This will be valuable when evaluating any budget surplus identified during the third quarter budget adjustment and appropriating funds to projects for development during the next summer or Fiscal Year.

DRAFT



Draft
Mono County
Capital Improvement Plan
Fiscal Year 2022/2023

EXHIBIT A
CIP TABLE

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming
			\$ 86,969						
CH - Community Housing	AH Total:		\$ 3,500	\$ 2,500	\$ 1,000	\$ -	\$ -	\$ -	\$ -
	1	Equity Investments	ARPA	\$ -					
	2	Deed Restrictions	ARPA	\$ -					
	3	Multifamily Development/Partnerships	ARPA	\$ -					
	4	ADU Support	ARPA	\$ -					
	5	Acquisition/Requisitions of naturally occurring affordable housing	ARPA	\$ -					
	6	Homelessness Solutions	ARPA	\$ -					
	7	General operating Support for housing orgs	ARPA	\$ -					
	8	Support Funding for Mammoth Shady Rest	SB1	\$ 2,000	\$ 1,000	\$ 1,000			
	9	MHSA Integrity Housing Project / The Parcel	MHSA	\$ 1,500	\$ 1,500				
CF - Child Care Facilities	AP Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	1	Modular Child Care Facility, Walker		\$ -					\$ 520
AP - Airport	AP Total:		\$ 360	\$ 20	\$ 140	\$ 200	\$ -	\$ -	
	1	LV Pavement Repars		\$ 50	\$ 50				
	2	BP Rotating Beacon		\$ 15	\$ 15				
	3	BP PAPI		\$ 30	\$ 30				
	4	BP Runway Edge		\$ 5	\$ 5				
	5	BP Fuel System		\$ 60	\$ 60				
	6	LV Pavement preservation	AIP	\$ 100		\$ 100			
	7	BP Pavement Preservation	AIP	\$ 100		\$ 100			

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming
EMS	AP Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	1	Heart Monitors							\$ 250
FE - Fleet and Equipment	FE Total:		\$ 8,925	\$ 1,175	\$ 2,350	\$ 1,800	\$ 1,800	\$ 1,800	\$ 17,775
	1	Backhoes x 2 (250k)	\$ -						\$ 500
	2	Compactor x 1 (750k)	\$ 750		\$ 750				\$ 750
	3	Dump Trucks x 10 (250k)	\$ 1,250			\$ 250	\$ 500	\$ 500	\$ 3,750
	4	Graders x 11 (375k)	\$ 2,625	\$ 375	\$ 375	\$ 750	\$ 375	\$ 750	\$ 4,875
	5	Loaders x 11 (375k)	\$ 2,625	\$ 375	\$ 750	\$ 375	\$ 750	\$ 375	\$ 4,875
	6	Service Trucks x 2 (250k)	\$ 500	\$ 250	\$ 250				\$ 500
	7	Skid Steers x 2 (200k)	\$ 200			\$ 200			\$ 400
	8	Snow Blowers x 5 (250k)	\$ 450		\$ 225	\$ 225			\$ 1,250
	9	Water Trucks x 5 (175k)	\$ 525	\$ 175			\$ 175	\$ 175	\$ 875
FI-FINANCE	ON		\$ 2,000	\$ 50	\$ 125	\$ 475	\$ 1,000	\$ 350	
	1	ERP System Implementation	GF c/o, ARPA or LATCF	\$ 300	\$ 50	\$ 125	\$ 125		
			GF c/o, ARPA or LATCF	\$ 1,700			\$ 350	\$ 1,000	\$ 350

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming
GF Total:			\$ 2,868	\$ 664	\$ 996	\$ 528	\$ 500	\$ 180	
GF - General Facilities	1	ANX 1 Rehabilitation	? CIP	\$ 140		\$ 70	\$ 70		
	2	ANX 2 HVAC Repairs	? CIP	\$ 160	\$ 160				
	3	Behavioural Health Housing	?	\$ -					
	4	Bridgeport Boat Ramp Rest Room Rehab	? CIP / 68	\$ 27	\$ 27				
	6	Civic Center - covered parking		\$ -					\$ 200
	7	Civic Center - Snow Rails	Civic	\$ 8	\$ 8				
	8	Courthouse Painting	Court Fund	\$ 220	\$ 220				
	9	courthouse State / Mammoth Lakes solar skyway		\$ 500		\$ 500			
	10	CSA 1 Radio Infrastructure Relocate	CSA1	\$ 8		\$ 8			
	11	CSA 2 Demo Milner Site	CSA2	\$ -					
	12	Deferred facility maintenance		\$ 500	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
	13	EV Charging Stations	FED ev	\$ 750		\$ 250	\$ 250	\$ 250	
	14	June Lake - Museum	JLHS / 3140	\$ 6	\$ 6				
	15	June Lake CC/Thrift Store (Interior Paint / Windows)	Fac-3140	\$ 32		\$ 32			
	16	Memorial hall Solar	PSPS Grant	\$ 55	\$ 55				
	17	Paint Schedule All County Facilities	Fac-3140	\$ 400	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80
	18	Paint/reside Whitmore animal shelter	Fac-3140	\$ 26		\$ 26			
	19	Sheriff Admin Accessible Path of Travel	? CDBG	\$ 28			\$ 28		
	20	Sheriff Admin Office / Wall Adjust.	?	\$ 8	\$ 8				
	MS Total:			\$ 186	\$ 186	\$ -	\$ -	\$ -	\$ -
IT - Information Technology	1	Emergency Communications System		\$ 91	\$ 91				
	2	CRISS Radio Systems		\$ 35	\$ 35				
	3	General Radio Maintenance		\$ 25	\$ 25				
	4	Moutaintop Radio Maintenance		\$ 35	\$ 35				

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming
BPJ - New Bridgeport Jail	MS Total:		\$ 34,000	\$ 1,000	\$ 8,000	\$ 20,000	\$ 5,000	\$ -	
	5	Bridgeport Jail	BSCC	\$ 25,000		\$ 3,000	\$ 20,000	\$ 2,000	
			Loan	\$ 7,000	\$ 1,000	\$ 5,000	\$ 1,000		
			GF	\$ 2,000			\$ 2,000		
MS - McSoar	MS Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
PR - Parks, Recreation and Lands	PR Total:		\$ 600	\$ 600	\$ -	\$ -	\$ -	\$ -	
	1	Bridgeport Banner	\$ 200	\$ 200					
	2	CSA 1 - shade structure	\$ -						
	3	MUSD - Volleyball courts	\$ -						
	4	CSA 1 - tennis court crowley	\$ -						
	5	Prop 68 - Bridgeport	\$ 80	\$ 80					
	6	Prop 68 - Walker	\$ 80	\$ 80					
	7	Prop 68 - Lee Vining	\$ 240	\$ 240					
	9	Gull EV Charger	\$ -						
	10	Hess Park Solar Pavillion	\$ -						
	12	install 10,000 gallon water storage tanks	\$ -						
	13	Bridgeport Cemetary Arch	\$ -						
	14	CLCC Pergola	\$ -						
	15	Walker Campus 3/ North Tennis Court	\$ -						

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming
SO - Sheriff's Office	SO Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	1 Bridgeport Adult Detention Facility		\$ -						
SD - Storm Drain	SD Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
			\$ -						
ST - Streets	ST Total:		\$ 61,950	\$ 2,344	\$ 12,347	\$ 6,789	\$ 6,310	\$ 34,160	
	1 Antelope Valley Streets	STIP	\$ 1,900		\$ 1,900				
		RMRA	\$ 100		\$ 100				
	2 Aspen Springs Ranch Road Rehabilitation		\$ 490			\$ 490			
	3 Benton Crossing Rehab Phase 1 (120 -7 miles east)	STIP	\$ 5,079			\$ 2,579	\$ 2,500		
		RMRA	\$ 110	\$ 60	\$ 50				
	4 Benton Crossing Rehab Phase 2 (Waterson -7.5 miles east)	STIP	\$ 5,000					\$ 5,000	
		RMRA	\$ 110			\$ 60	\$ 50		
	5 Benton Crossing Phase 2 &3 Maint (Pit to Waterson)	RMRA	\$ 4,189		\$ 4,189				
	6 Bike Lanes - add to Benton Crossing	HSIP	\$ 1,500			\$ 1,500			
	7 Bridges Bundle Engineering	RMRA	\$ 1,450		\$ 150	\$ 300	\$ 1,000		
	8 Bridges (bundle) Replacement - Cunningham, Larson, Crc	BIP	\$ 15,800					\$ 15,800	
	9 Bridge Maintenance Program split this up	RMRA	\$ 200		\$ 100	\$ 100			
	10 Civic Center Overhead Utility Undergrounding	SCE Rule 20A	\$ -						\$ 250
	11 Systemic Safety Curve Signage	HSIP	\$ 250	\$ 250					
	12 Right Edgeline Striping	HSIP	\$ 199	\$ 199					
	13 Guardrails Replacement - Phase 1	HSIP	\$ 975	\$ 975					
	14 Delineator project		\$ -						
	15 Down Canyon ZOB Amendment and Road Rehab	ZOB	\$ 500		\$ 500				
	16 Eastside Lane Rehabilitation Phase 2	STIP	\$ 3,748		\$ 3,748				
		RMRA	\$ 100	\$ 100					
	17 June Lake Fire Escape Road		\$ -						
	18 Guardrail Replacement Phase 2	HSIP	\$ 1,000				\$ 1,000		
	19 Osage Circle	ZOB	\$ 100		\$ 100				
20 Paradise Streets	RMRA	\$ 500			\$ 500				
21 Annual Pavement Preservation projects	RMRA	\$ 4,500		\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,000		
22 Pinenut Road	RMRA	\$ 150		\$ 150					

Table A - Mono County - CIP - (in thousands)

		Funding source	FY2022-23 FY2027-28 Investment	Current FY2022-23	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FUTURE programming	
	23	Rimrock Road ZOB	ZOB	\$ 100		\$ 100				
	24	Road Division Countywide Repairs and Projects	RMRA	\$ 250	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
	25	Road Division Crack Seal	RMRA	\$ 500	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	
	26	Road Division Striping	RMRA	\$ 400		\$ 100	\$ 100	\$ 100	\$ 100	
	27	Rock Creek Road and Convict Lake Road Fog Seal and Stri	RMRA	\$ 600	\$ 600					
	28	Rock Creek Road (lower part A)		\$ -					\$ 6,000	
	29	Saddlebag Lake Road FLAP	FLAP	\$ 12,100				\$ 12,100		
	30	Secondary/Fire access to Mono City Improvements		\$ -					\$ 150	
	31	Secondary/Fire access to Swall Meadows	RFFS	\$ -					\$ 250	
	32	Transportation Asset Management	LTC OWP	\$ 50	\$ 10	\$ 10	\$ 10	\$ 10		
SW Total:				\$ 8,580	\$ 475	\$ 1,175	\$ 3,400	\$ 3,400	\$ 130	\$ 5,320
SW - Solid Waste	1	Benton Crossing Landfill Closure	ENT	\$ 6,980		\$ 50	\$ 3,400	\$ 3,400	\$ 130	\$ 3,770
	2	Compactor x 1 (45k annual for		\$ 750		\$ 750				
	3	Generators	ENT	\$ 25	\$ 25					
	4	Hazardous Material Cover	ENT	\$ 150	\$ 150					
	5	Material Bays	ENT	\$ 25	\$ 25					
	6	Scale House	ENT	\$ 250	\$ 250					
	7	Stormwater Diversion	ENT	\$ 375		\$ 375				
	8	Trommel (state order to make compost)		\$ -						\$ 250
	9	Water Tank	ENT	\$ 25	\$ 25					
	10	Wood Chipper		\$ -						\$ 1,300



Draft
Mono County
Capital Improvement Plan
Fiscal Year 2022/2023
EXHIBIT B
NEW PROJECT
WORKSHEETS



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department / Division	Map / Picture
Project Name		
Description		

(Dollars in thousands)									
s	Funding Source	Total	Thru FY 2022/23	FY 2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	After FY 2027/28
c									
h									
e									
d									
u									
l									
e									

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department / Division	Map / Picture
Project Name		
Description		

(Dollars in thousands)									
s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	After FY 2027/28

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description



(Dollars in thousands)

Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27	

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
Project Name	
Justification	
Description	

Map / Picture	
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(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9301	Department Engineering
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Project Name 2018 County-Wide Fog Seal and Striping Project
--

Justification Identified in Mono County's Pavement Management System

Description Fog Seal and paint striping / paint marking rehabilitation of Bridgeport Streets, Lundy Lake Road, Lee Vining Streets, June Lake Streets, Crowley Lake Dr, Owens Gorge Road, Lower Rock Creek Road, Swall Meadows roads, Rimrock ZOB roads, Paradise Roads, Chalfant Valley Roads, Osage Circle ZOB, Bryant Field Airport and Lee Vining Airport. Project completed 2018.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1/ RMRA - PCON	623						
	Alrport Enterprise Fund	60							
	Rimrock ZOB	14							

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/PPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department Engineering
------------	---------------------------

Project Name Eastside Lane Striping Project
--

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of centerline striping on Eastside Lane. Project completed 2018.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA	20						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/ RPAC/ Planning support	<input type="checkbox"/> CEQA/ Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9304	Department Engineering
--------------------	---------------------------

Project Name Mono City Slurry Seal Prject
--

Justification Identified in Mono County's Pavement Management System

Description Slurry Seal of Mono City roads. Project complete 2019.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA - CON	394						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/JPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9305	Department Engineering
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Project Name Benton Crossing Chip Seal Project

Justification Identified in Mono County's Pavement Management System

Description Asphalt-Rubber Chip seal of Benton Crossing Road from Highway 395 to Pit Road. Project complete 2019.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA	450						
	RSTP	82							

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/JPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9308	Department Engineering
--------------------	---------------------------

Project Name Hackney Drive Road Rehabilitation

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of Hackney Drive in Walker. Project completed 2019.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB1 / RMRA - CON	805						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9307	Department Engineering
--------------------	---------------------------

Project Name South Landing Road Rehabilitation Project

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of South Landing Road in Crowley Lake. Project completed in 2019.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA - CON	833						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9311	Department Engineering
--------------------	---------------------------

Project Name Eastside Lane Road Rehabilitation Phase 1

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of Eastside Lane from Offal Road to Cunningham Lane. Completed in 2020.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA - Pre CON	33						
	STIP	1400							

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



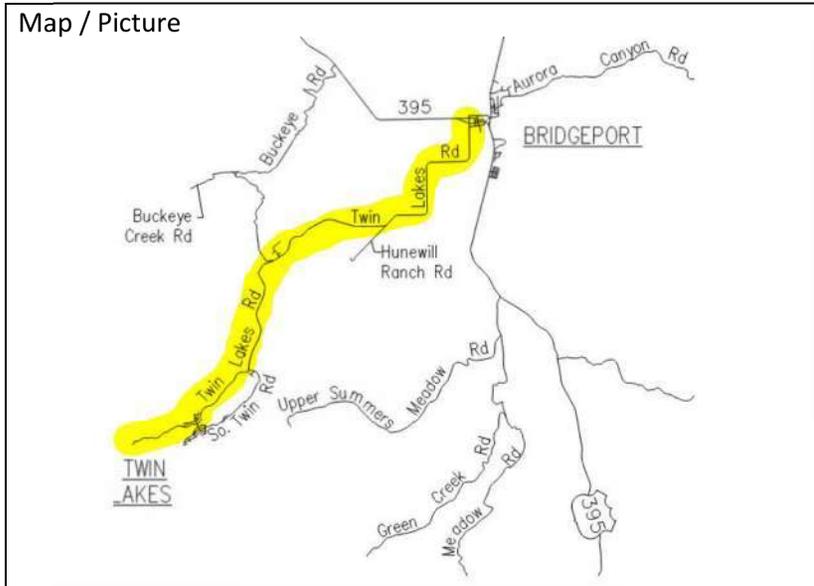
Mono County - Capital Improvement Plan - 2022/2023

Project No 9309	Department Engineering
--------------------	---------------------------

Project Name Twin Lakes Road Slurry Seal

Justification Identified in Mono County's Pavement Management System

Description Slurry Seal Maintenance of Twin Lakes Road in Bridgeport. Project completed 2020.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA - CON	468						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



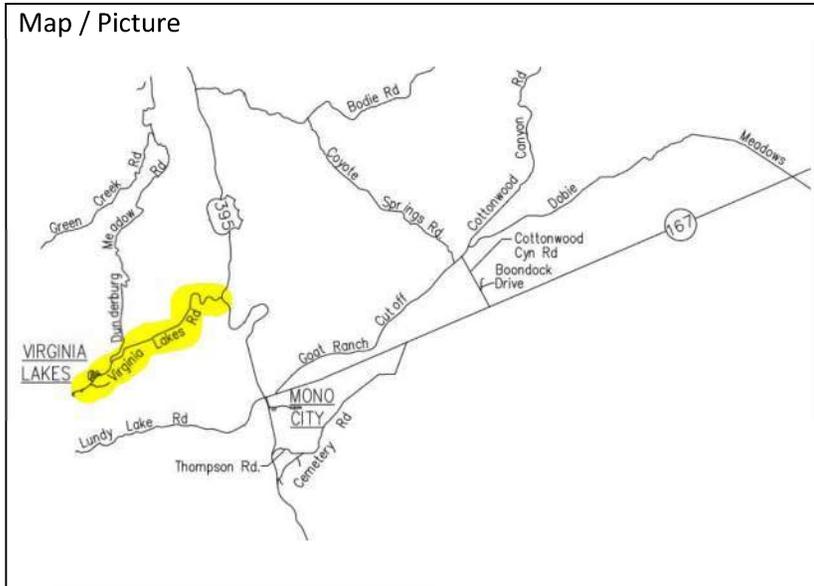
Mono County - Capital Improvement Plan - 2022/2023

Project No 9310	Department Engineering
--------------------	---------------------------

Project Name Virginia Lakes Road Slurry Seal Project

Justification Identified in Mono County's Pavement Management System

Description Slurry Seal Maintenance of Virginia Lakes Road. Project completed 2021.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA - CON	214						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9315	Department Engineering
--------------------	---------------------------

Project Name Airport Road Rehabilitation Project

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of Airport Road and a portion of Hot Creek Hatchery Road providing direct access to Mammoth Yosemite Airport. Existing roads were widened to provide 4 foot wide paved shoulders / bike lane. Project completed 2021.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
	SB 1 / RMRA - Pre CON	33							
	STIP - Environmental	31							
	STIP - CON	1,252							

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input checked="" type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9116	Department Engineering
--------------------	---------------------------

Project Name Long Valley Streets Project

Justification Identified in Mono County's Pavement Management System

Description Rehabilitation of Substation Road, Crowley Lake Roads, Hilton Creek Roads, Lakeridge Ranch ZOB roads, Sunny Slopes Roads, and portion of Swall Meadows roads. Project completed 2022.
--

Map / Picture
Pearson Road

(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA	596						
	STIP - CON	2250							
	CRRSAA - CON	200							
	Survey Monument Fund	60							
	Lakeridge Ranch ZOB	234							

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/JPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No 9323	Department Engineering
--------------------	---------------------------

Project Name 2022 Slurry Seal Project
--

Justification Identified in Mono County's Pavement Management System

Description Slurry seal of Convict Lake Road and Upper Rock Creek Road. Project complete 2022.

Map / Picture Upper Rock Creek Road


(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		SB 1 / RMRA	599						

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input checked="" type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department Public Works / Facilities
------------	---

Project Name Anx 2 HVAC Retrofit Repairs

Justification Existing condenser and coils have failed

Description Replace existing condenser with two smaller condensers. Replace cooling coils and line sets to split system and use modern, cheaper and more environmentally friendly coolant. Upgrade controls to work with current operating systems.
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		CIP Fund	\$160,000	\$160,000	\$160,000				

Notes Currently awaiting proposal from Sourcewell Co-op.

(see Notes for checked items)	
<input checked="" type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



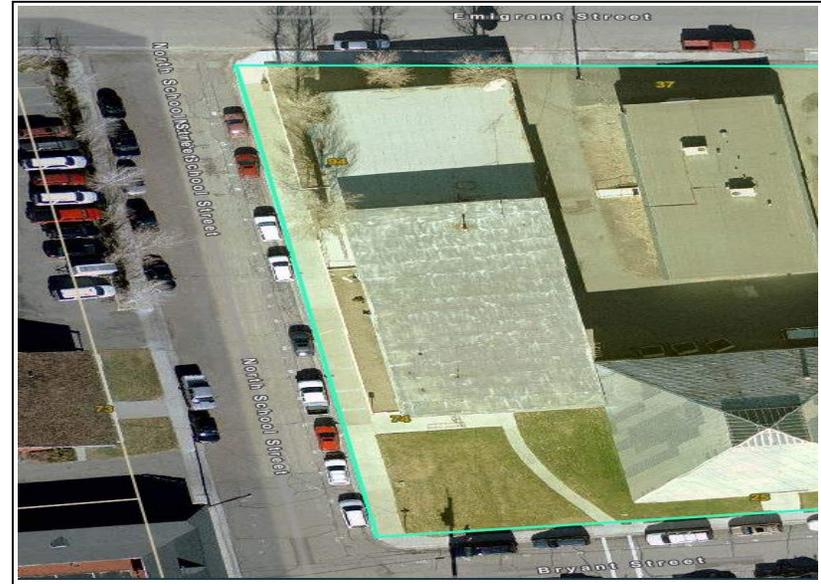
Mono County - Capital Improvement Plan - 2022/2023

Project No	Department Public Works / Facilities
------------	---

Project Name Anx1 Rehabilitation Project

Justification Roof, carpet and primary access paths are failing. Paint peeling.
--

Description Re-roof building. Replace carpet with modular commercial flooring. Repair or replace as needed primary access stairs, ramps, landings and sidewalks. Prep and paint exterior.



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		CIP Fund	\$200,000	\$100,000	\$100,000	\$100,000			

Notes \$200,000 is optimistic but possible performing some work through force account.

(see Notes for checked items)	
<input checked="" type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input checked="" type="checkbox"/> Are permits required



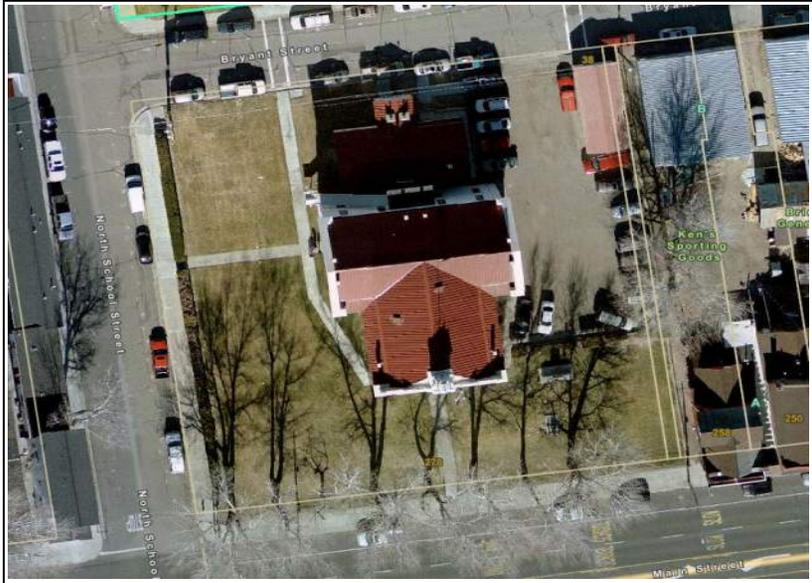
Mono County - Capital Improvement Plan - 2022/2023

Project No	Department Public Works / Facilities
------------	---

Project Name Courthouse Paint and Bird Deterent
--

Justification Current paint and bird netting in need of replacement
--

Description Clean, prep and repaint exterior of Mono County Courthouse. Remove and replace failed bird deterrent netting
--



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27
		Courthouse Fund	\$220,000	\$220,000					

Notes Currently awaiting proposal from Sourcewell Co-op.

(see Notes for checked items)	
<input checked="" type="checkbox"/> Board Direction required	<input checked="" type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input checked="" type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description

Map / Picture

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/JPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



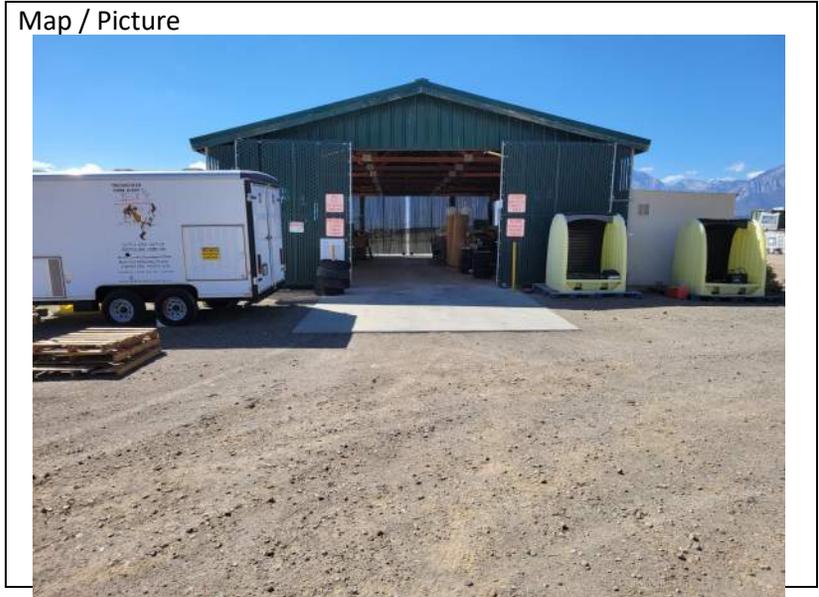
Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27	

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description

Map / Picture

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/JPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



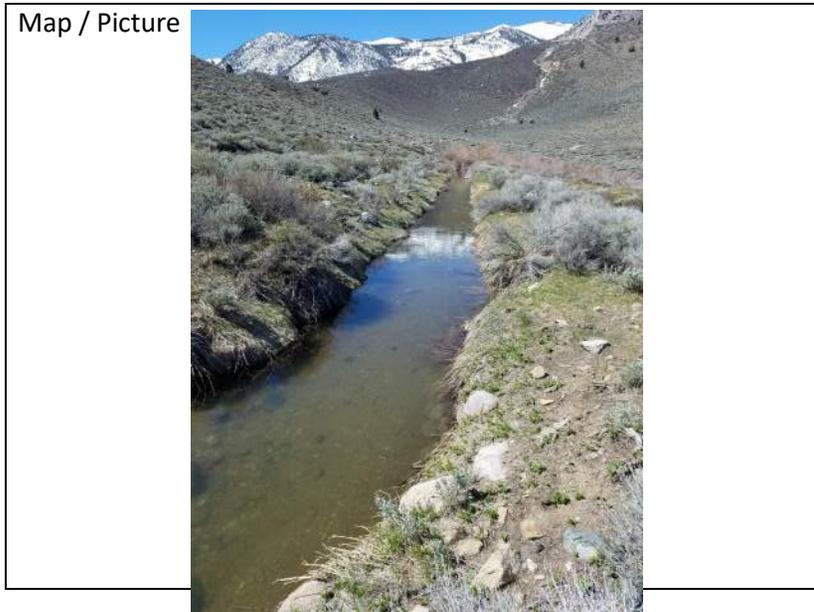
Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description



(Dollars in thousands)

Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description



(Dollars in thousands)

s c h e d u l e	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description

Map / Picture

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/JPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
------------	------------

Project Name

Justification

Description

Map / Picture



(Dollars in thousands)

Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27	

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/RPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
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Project Name

Justification

Description

Map / Picture

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/JPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department
Project Name	
Justification	
Description	



(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
Board Direction required	Is Project funded
CSA/RPAC/Planning support	CEQA/Environmental triggered
Are there project risks	Will project add continued costs
Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department	Map / Picture
Project Name		
Justification		
Description		

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	After FY 2026/27

Notes

(see Notes for checked items)	
<input type="checkbox"/> Board Direction required	<input type="checkbox"/> Is Project funded
<input type="checkbox"/> CSA/JPAC/Planning support	<input type="checkbox"/> CEQA/Environmental triggered
<input type="checkbox"/> Are there project risks	<input type="checkbox"/> Will project add continued costs
<input type="checkbox"/> Contracts required	<input type="checkbox"/> Are permits required



Draft
Mono County
Capital Improvement Plan
Fiscal Year 2022/2023
EXHIBIT C
EXISTING Project
Sheets



Draft
Mono County
Capital Improvement Plan
Fiscal Year 2022/2023
EXHIBIT D
CIP WORKSHEET
AND INSTRUCTIONS



Mono County - Capital Improvement Plan - 2022/2023

Project No	Department / Division	Map / Picture
Project Name		
Justification		
Description		

(Dollars in thousands)									
Schedule	Funding Source	Total	Thru FY 2022/23	FY 2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	After FY 2027/28

Notes

(see Notes for checked items)		
	Board Direction required	Is Project funded
	CSA/RPAC/Planning support	CEQA/Environmental triggered
	Are there project risks	Will project add continued costs
	Contracts required	Are permits required



Mono County - Capital Improvement Plan - 2022/2023

Instructions

Project No
to be filled in by
PW, leave blank

Departn enter your department and
any division information,
and/or main contact here

Map / Picture

Provide a map, maps, or
pictures here. This is not
intended to be a complete
map, and to support inclusion
in the CIP, please limit to this
space.

If no maps or picture
available, please just note
that, with where the project
is located

Project Name Provide a suggested Project
Name here

Justification Provide a brief justification
here

Description Provide a brief description
here, include enough details
to describe project but limit
to this space

(Dollars in thousands)

	Funding Source	Total	Thru FY 2022/23	FY 2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	After FY 2027/28
s c h e d u l e	Provide as much information as you have about funding and estimated work years here, if no funding yet available, please note approximate amounts in "after FY 2026/27, or in Notes. in that case, please also note what funding sources may become available under Notes.								

Notes

If you have any further notes,
this is the right place for
them

(see Notes for checked items)

<input type="checkbox"/> Board Directic	unded
<input type="checkbox"/> CSA/RPAC/Pla	ironmental triggered
<input type="checkbox"/> Are there proj	:t add continued costs
<input type="checkbox"/> Contracts required	Are permits required

**Check appropriate boxes, and
provide notes about them to
the left**



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: CAO; HR

TIME REQUIRED 5 minutes

PERSONS APPEARING BEFORE THE BOARD Stacey Simon, Acting CAO

SUBJECT Salary Matrix Amendment - New
Position of Road Operations
Superintendent

AGENDA DESCRIPTION:

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

Proposed resolution adopting a revised salary matrix applicable to at-will and elected department heads to eliminate the position of Roads Operations and Fleet Superintendent (Range 14) and add the position of Road Operations Superintendent (Range 11), superseding and replacing resolution R23-009 and making non-substantive corrections.

RECOMMENDED ACTION:

Adopt proposed resolution approving a revised salary matrix applicable to at-will and elected department heads to eliminate the position of Roads Operations and Fleet Superintendent (Range 14) and add the position of Road Operations Superintendent (Range 11), superseding and replacing resolution R23-009 and making non-substantive corrections. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: 17606483270 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Resolution - Salary Matrix
Attachment to Resolution

History

Time	Who	Approval
2/15/2023 10:36 AM	County Counsel	Yes
2/16/2023 6:30 AM	Finance	Yes
2/16/2023 7:28 AM	County Administrative Office	Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO

PO Box 696
Bridgeport, CA 93517-0696
(760) 932-5410
www.mono.ca.gov

BOARD OF SUPERVISORS

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Rhonda Duggan / District 2

VICE CHAIR

Jennifer Kreitz / District 1

Bob Gardner / District 3

John Peters / District 4

Lynda Salcido / District 5

COUNTY DEPARTMENTS

ASSESSOR

Hon. Barry Beck

DISTRICT ATTORNEY

Hon. David Anderson

SHERIFF / CORONER

Hon. Ingrid Braun

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Interim Chris Mokracek

BEHAVIORAL HEALTH

Robin Roberts

COMMUNITY DEVELOPMENT

Wendy Sugimura

COUNTY CLERK-RECORDER

Scheereen Dedman

COUNTY COUNSEL

Stacey Simon, Esq.

ECONOMIC DEVELOPMENT

Jeff Simpson

EMERGENCY MEDICAL SERVICES

Chief Bryan Bullock

FINANCE

Janet Dutcher

CPA, GCFM, MPA

INFORMATION TECHNOLOGY

Interim Milan Salva

PROBATION

Karin Humiston

PUBLIC HEALTH

Interim Kathy Peterson

PUBLIC WORKS

Paul Roten

SOCIAL SERVICES

Kathy Peterson

February 21, 2023

To: Honorable Chair and Members of the Board of Supervisors

From: Stacey Simon, Acting County Administrative Officer

Re: Staff Report – Revised and Updated At-will Matrix

Recommended Action:

Adopt Resolution, approving the revised and updated At-will Salary Matrix to include the new position of Road Operations Superintendent at Grade 11 reflecting a salary range of \$87,715 - \$106,618.

Discussion:

Given the recent organizational changes in the Public Works Department due to recent vacancies as well as the reassignment of duties, necessitate the revision to the At-will Salary Matrix to include the Road Operations Superintendent at Grade 11.

This fiscal year 2022-23, the Roads and Fleet Superintendent was added to the salary matrix at Grade 13. This position was filled by Kevin Julian. However, Mr. Julian resigned in December 2022. Following his resignation, Director of Public Works Paul Roten in coordination with the Human Resources Department determined that Road Operations required a separate and distinct position and title from Fleet Operations. Accordingly, a new Road Operations Superintendent is recommended to be added to the current At-will Salary Matrix as attached.

On February 7, 2023, the Board approved the temporary appointment of Justin Nalder as Solid Waste and Fleet Superintendent as he performs temporary duties covering Fleet Operations in addition to his duties as Solid Waste Superintendent.

If you have any questions regarding this item, please contact Gail DuBlanc at 760-932-5412.

Respectfully submitted,

Stacey Simon
Acting County Administrative Officer



R23-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS ADOPTING A REVISED SALARY MATRIX APPLICABLE TO AT-WILL EMPLOYEES AND ELECTED DEPARTMENT HEADS TO ELIMINATE THE POSITION OF ROADS OPERATIONS AND FLEET SUPERINTENDANT (RANGE 14) AND ADD THE POSITION OF ROAD OPERATIONS SUPERINTENDENT, (RANGE 11), SUPERSEDING AND REPLACING RESOLUTION R23-009

WHEREAS, on February 7, 2023, the Board of Supervisors approved Resolution R23-009 adopting a salary matrix applicable to the County’s at-will and elected management level positions (the “At-Will Salary Matrix”); and

WHEREAS, the County now wishes to update the At-Will Salary Matrix to eliminate the position of “Roads Operations and Fleet Superintendent” (Range 14) and add the position of “Road Operations Superintendent” (Range 11), and remove 2022 salaries from the Matrix;

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

SECTION ONE: The salary matrix attached hereto as Exhibit A and incorporated by this reference is hereby adopted.

SECTION TWO: This Resolution shall supersede and replace in its entirety Resolution R23-009, which shall be of no further force and effect.

PASSED, APPROVED and ADOPTED this 21st day of February, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel

MONO COUNTY

At-Will Positions as of 2.14.23

Salary Matrix

5% between ranges; 5% between steps

Class Title	Range #	Period	Step A	Step B	Step C	Step D	Step E
HR Specialist	1	Hourly	\$ 25.89	\$ 27.18	\$ 28.54	\$ 29.97	\$ 31.47
		Bi-weekly	\$ 2,071	\$ 2,175	\$ 2,283	\$ 2,398	\$ 2,517
		Monthly	\$ 4,487	\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,455
		Annual	\$ 53,849	\$ 56,542	\$ 59,369	\$ 62,337	\$ 65,454
HR Specialist	2	Hourly	\$ 27.18	\$ 28.54	\$ 29.97	\$ 31.47	\$ 33.04
		Bi-weekly	\$ 2,175	\$ 2,283	\$ 2,398	\$ 2,517	\$ 2,643
		Monthly	\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,455	\$ 5,727
		Annual	\$ 56,542	\$ 59,369	\$ 62,337	\$ 65,454	\$ 68,727
HR Specialist	3	Hourly	\$ 28.54	\$ 29.97	\$ 31.47	\$ 33.04	\$ 34.69
		Bi-weekly	\$ 2,283	\$ 2,398	\$ 2,517	\$ 2,643	\$ 2,775
		Monthly	\$ 4,947	\$ 5,195	\$ 5,455	\$ 5,727	\$ 6,014
		Annual	\$ 59,369	\$ 62,337	\$ 65,454	\$ 68,727	\$ 72,163
HR Generalist	4	Hourly	\$ 29.97	\$ 31.47	\$ 33.04	\$ 34.69	\$ 36.43
		Bi-weekly	\$ 2,398	\$ 2,517	\$ 2,643	\$ 2,775	\$ 2,914
		Monthly	\$ 5,195	\$ 5,455	\$ 5,727	\$ 6,014	\$ 6,314
		Annual	\$ 62,337	\$ 65,454	\$ 68,727	\$ 72,163	\$ 75,772
HR Generalist	5	Hourly	\$ 31.47	\$ 33.04	\$ 34.69	\$ 36.43	\$ 38.25
		Bi-weekly	\$ 2,517	\$ 2,643	\$ 2,775	\$ 2,914	\$ 3,060
		Monthly	\$ 5,455	\$ 5,727	\$ 6,014	\$ 6,314	\$ 6,630
		Annual	\$ 65,454	\$ 68,727	\$ 72,163	\$ 75,772	\$ 79,560
Director of Animal Services	6	Hourly	\$ 33.04	\$ 34.69	\$ 36.43	\$ 38.25	\$ 40.16
		Bi-weekly	\$ 2,643	\$ 2,775	\$ 2,914	\$ 3,060	\$ 3,213
		Monthly	\$ 5,727	\$ 6,014	\$ 6,314	\$ 6,630	\$ 6,962
		Annual	\$ 68,727	\$ 72,163	\$ 75,772	\$ 79,560	\$ 83,538
DA Operations and Program Supervisor	7	Hourly	\$ 34.69	\$ 36.43	\$ 38.25	\$ 40.16	\$ 42.17
		Bi-weekly	\$ 2,775	\$ 2,914	\$ 3,060	\$ 3,213	\$ 3,374
		Monthly	\$ 6,014	\$ 6,314	\$ 6,630	\$ 6,962	\$ 7,310
		Annual	\$ 72,163	\$ 75,772	\$ 79,560	\$ 83,538	\$ 87,715
Assistant to the CAO Public Works Project Manager Solid Waste Superintendent Outdoor Recreation Manager	8	Hourly	\$ 36.43	\$ 38.25	\$ 40.16	\$ 42.17	\$ 44.28
		Bi-weekly	\$ 2,914	\$ 3,060	\$ 3,213	\$ 3,374	\$ 3,542
		Monthly	\$ 6,314	\$ 6,630	\$ 6,962	\$ 7,310	\$ 7,675
		Annual	\$ 75,772	\$ 79,560	\$ 83,538	\$ 87,715	\$ 92,101
Assistant Clerk / Recorder	9	Hourly	\$ 38.25	\$ 40.16	\$ 42.17	\$ 44.28	\$ 46.49
		Bi-weekly	\$ 3,060	\$ 3,213	\$ 3,374	\$ 3,542	\$ 3,719
		Monthly	\$ 6,630	\$ 6,962	\$ 7,310	\$ 7,675	\$ 8,059
		Annual	\$ 79,560	\$ 83,538	\$ 87,715	\$ 92,101	\$ 96,705
Assistant Clerk / Recorder	10	Hourly	\$ 40.16	\$ 42.17	\$ 44.28	\$ 46.49	\$ 48.82
		Bi-weekly	\$ 3,213	\$ 3,374	\$ 3,542	\$ 3,719	\$ 3,905
		Monthly	\$ 6,962	\$ 7,310	\$ 7,675	\$ 8,059	\$ 8,462
		Annual	\$ 83,538	\$ 87,715	\$ 92,101	\$ 96,705	\$ 101,541
Deputy County Counsel I District Attorney Investigator II Parks and Facilities Superintendent Road Operations Superintendent	11	Hourly	\$ 42.17	\$ 44.28	\$ 46.49	\$ 48.82	\$ 51.26
		Bi-weekly	\$ 3,374	\$ 3,542	\$ 3,719	\$ 3,905	\$ 4,101
		Monthly	\$ 7,310	\$ 7,675	\$ 8,059	\$ 8,462	\$ 8,885
		Annual	\$ 87,715	\$ 92,101	\$ 96,705	\$ 101,541	\$ 106,618
Risk Manager Economic Development Manager	12	Hourly	\$ 44.28	\$ 46.49	\$ 48.82	\$ 51.26	\$ 53.82
		Bi-weekly	\$ 3,542	\$ 3,719	\$ 3,905	\$ 4,101	\$ 4,306
		Monthly	\$ 7,675	\$ 8,059	\$ 8,462	\$ 8,885	\$ 9,329
		Annual	\$ 92,101	\$ 96,705	\$ 101,541	\$ 106,618	\$ 111,949
Assistant Assessor Deputy County Counsel II Environmental Health Manager	13	Hourly	\$ 46.49	\$ 48.82	\$ 51.26	\$ 53.82	\$ 56.51
		Bi-weekly	\$ 3,719	\$ 3,905	\$ 4,101	\$ 4,306	\$ 4,521
		Monthly	\$ 8,059	\$ 8,462	\$ 8,885	\$ 9,329	\$ 9,796
		Annual	\$ 96,705	\$ 101,541	\$ 106,618	\$ 111,949	\$ 117,547
County Clerk / Recorder Assistant Director of Finance Housing Coordinator Child and Adult Services Manager	14	Hourly	\$ 48.82	\$ 51.26	\$ 53.82	\$ 56.51	\$ 59.34
		Bi-weekly	\$ 3,905	\$ 4,101	\$ 4,306	\$ 4,521	\$ 4,747
		Monthly	\$ 8,462	\$ 8,885	\$ 9,329	\$ 9,796	\$ 10,285
		Annual	\$ 101,541	\$ 106,618	\$ 111,949	\$ 117,547	\$ 123,424
Deputy County Counsel III Deputy District Attorney III District Attorney Chief Investigator County Engineer	15	Hourly	\$ 51.26	\$ 53.82	\$ 56.51	\$ 59.34	\$ 62.31
		Bi-weekly	\$ 4,101	\$ 4,306	\$ 4,521	\$ 4,747	\$ 4,984
		Monthly	\$ 8,885	\$ 9,329	\$ 9,796	\$ 10,285	\$ 10,800
		Annual	\$ 106,618	\$ 111,949	\$ 117,547	\$ 123,424	\$ 129,595

MONO COUNTY

At-Will Positions as of 2.14.23

Salary Matrix

5% between ranges; 5% between steps

Class Title	Range #	Period	Step A	Step B	Step C	Step D	Step E
Director of Economic Development	16	Hourly	\$ 53.82	\$ 56.51	\$ 59.34	\$ 62.31	\$ 65.42
		Bi-weekly	\$ 4,306	\$ 4,521	\$ 4,747	\$ 4,984	\$ 5,234
		Monthly	\$ 9,329	\$ 9,796	\$ 10,285	\$ 10,800	\$ 11,340
		Annual	\$ 111,949	\$ 117,547	\$ 123,424	\$ 129,595	\$ 136,074
County Assessor	16A	Hourly	\$ 52.77	\$ 55.40	\$ 58.18	\$ 61.08	\$ 64.14
		Bi-weekly	\$ 4,221	\$ 4,432	\$ 4,654	\$ 4,887	\$ 5,131
		Monthly	\$ 9,146	\$ 9,603	\$ 10,084	\$ 10,588	\$ 11,117
		Annual	\$ 109,754	\$ 115,242	\$ 121,004	\$ 127,054	\$ 133,406
Chief of Emergency Medical Services Budget Officer	17	Hourly	\$ 56.51	\$ 59.34	\$ 62.31	\$ 65.42	\$ 68.69
		Bi-weekly	\$ 4,521	\$ 4,747	\$ 4,984	\$ 5,234	\$ 5,495
		Monthly	\$ 9,796	\$ 10,285	\$ 10,800	\$ 11,340	\$ 11,907
		Annual	\$ 117,547	\$ 123,424	\$ 129,595	\$ 136,074	\$ 142,879
Assistant County Counsel Assistant District Attorney Director of Behavioral Health Director of Community Development Director of Public Health	18	Hourly	\$ 59.34	\$ 62.31	\$ 65.42	\$ 68.69	\$ 72.13
		Bi-weekly	\$ 4,747	\$ 4,984	\$ 5,234	\$ 5,495	\$ 5,770
		Monthly	\$ 10,285	\$ 10,800	\$ 11,340	\$ 11,907	\$ 12,502
		Annual	\$ 123,424	\$ 129,595	\$ 136,074	\$ 142,879	\$ 150,023
Chief Probation Officer Undersheriff	19	Hourly	\$ 62.31	\$ 65.42	\$ 68.69	\$ 72.13	\$ 75.73
		Bi-weekly	\$ 4,984	\$ 5,234	\$ 5,495	\$ 5,770	\$ 6,059
		Monthly	\$ 10,800	\$ 11,340	\$ 11,907	\$ 12,502	\$ 13,127
		Annual	\$ 129,595	\$ 136,074	\$ 142,879	\$ 150,023	\$ 157,524
Director of Public Works Director of Emergency Management	20	Hourly	\$ 65.42	\$ 68.69	\$ 72.13	\$ 75.73	\$ 79.52
		Bi-weekly	\$ 5,234	\$ 5,495	\$ 5,770	\$ 6,059	\$ 6,362
		Monthly	\$ 11,340	\$ 11,907	\$ 12,502	\$ 13,127	\$ 13,783
		Annual	\$ 136,074	\$ 142,879	\$ 150,023	\$ 157,524	\$ 165,399
Assistant County Administrative Officer Chief People Officer Director of Finance Director of Information Technology Director of Social Services	21	Hourly	\$ 68.69	\$ 72.13	\$ 75.73	\$ 79.52	\$ 83.49
		Bi-weekly	\$ 5,495	\$ 5,770	\$ 6,059	\$ 6,362	\$ 6,680
		Monthly	\$ 11,907	\$ 12,502	\$ 13,127	\$ 13,783	\$ 14,472
		Annual	\$ 142,879	\$ 150,023	\$ 157,524	\$ 165,399	\$ 173,669
District Attorney Sheriff-Coroner	21A	Hourly	\$ 67.34	\$ 70.71	\$ 74.25	\$ 77.96	\$ 81.86
		Bi-Weekly	\$ 5,388	\$ 5,657	\$ 5,940	\$ 6,237	\$ 6,549
		Monthly	\$ 11,673	\$ 12,257	\$ 12,870	\$ 13,513	\$ 14,189
		Annual	\$ 140,077	\$ 147,081	\$ 154,435	\$ 162,156	\$ 170,264
	22	Hourly	\$ 72.13	\$ 75.73	\$ 79.52	\$ 83.49	\$ 87.67
		Bi-weekly	\$ 5,770	\$ 6,059	\$ 6,362	\$ 6,680	\$ 7,014
		Monthly	\$ 12,502	\$ 13,127	\$ 13,783	\$ 14,472	\$ 15,196
		Annual	\$ 150,023	\$ 157,524	\$ 165,399	\$ 173,669	\$ 182,353
	23	Hourly	\$ 75.73	\$ 79.52	\$ 83.49	\$ 87.67	\$ 92.05
		Bi-weekly	\$ 6,059	\$ 6,362	\$ 6,680	\$ 7,014	\$ 7,364
		Monthly	\$ 13,127	\$ 13,783	\$ 14,472	\$ 15,196	\$ 15,956
		Annual	\$ 157,524	\$ 165,399	\$ 173,669	\$ 182,353	\$ 191,470
	24	Hourly	\$ 79.52	\$ 83.49	\$ 87.67	\$ 92.05	\$ 96.66
		Bi-weekly	\$ 6,362	\$ 6,680	\$ 7,014	\$ 7,364	\$ 7,732
		Monthly	\$ 13,783	\$ 14,472	\$ 15,196	\$ 15,956	\$ 16,754
		Annual	\$ 165,399	\$ 173,669	\$ 182,353	\$ 191,470	\$ 201,044
County Administrative Officer County Counsel	25	Hourly	\$ 83.49	\$ 87.67	\$ 92.05	\$ 96.66	\$ 101.49
		Bi-weekly	\$ 6,680	\$ 7,014	\$ 7,364	\$ 7,732	\$ 8,119
		Monthly	\$ 14,472	\$ 15,196	\$ 15,956	\$ 16,754	\$ 17,591
		Annual	\$ 173,669	\$ 182,353	\$ 191,470	\$ 201,044	\$ 211,096
	26	Hourly	\$ 87.67	\$ 92.05	\$ 96.66	\$ 101.49	\$ 106.56
		Bi-weekly	\$ 7,014	\$ 7,364	\$ 7,732	\$ 8,119	\$ 8,525
		Monthly	\$ 15,196	\$ 15,956	\$ 16,754	\$ 17,591	\$ 18,471
		Annual	\$ 182,353	\$ 191,470	\$ 201,044	\$ 211,096	\$ 221,651
Public Health Officer	27	Hourly	\$ 92.05	\$ 96.66	\$ 101.49	\$ 106.56	\$ 111.89
		Bi-weekly	\$ 7,364	\$ 7,732	\$ 8,119	\$ 8,525	\$ 8,951
		Monthly	\$ 15,956	\$ 16,754	\$ 17,591	\$ 18,471	\$ 19,394
		Annual	\$ 191,470	\$ 201,044	\$ 211,096	\$ 221,651	\$ 232,733
	28	Hourly	\$ 96.66	\$ 101.49	\$ 106.56	\$ 111.89	\$ 117.49
		Bi-weekly	\$ 7,732	\$ 8,119	\$ 8,525	\$ 8,951	\$ 9,399
		Monthly	\$ 16,754	\$ 17,591	\$ 18,471	\$ 19,394	\$ 20,364
		Annual	\$ 201,044	\$ 211,096	\$ 221,651	\$ 232,733	\$ 244,371

MONO COUNTY

At-Will Positions as of 2.14.23

Salary Matrix

5% between ranges; 5% between steps

Class Title	Range #	Period	Step A	Step B	Step C	Step D	Step E
	29	Hourly	\$ 101.49	\$ 106.56	\$ 111.89	\$ 117.49	\$ 123.36
		Bi-weekly	\$ 8,119	\$ 8,525	\$ 8,951	\$ 9,399	\$ 9,869
		Monthly	\$ 17,591	\$ 18,471	\$ 19,394	\$ 20,364	\$ 21,382
		Annual	\$ 211,096	\$ 221,651	\$ 232,733	\$ 244,371	\$ 256,589
	30	Hourly	\$ 106.56	\$ 111.89	\$ 117.49	\$ 123.36	\$ 129.53
		Bi-weekly	\$ 8,525	\$ 8,951	\$ 9,399	\$ 9,869	\$ 10,362
		Monthly	\$ 18,471	\$ 19,394	\$ 20,364	\$ 21,382	\$ 22,452
		Annual	\$ 221,651	\$ 232,733	\$ 244,371	\$ 256,589	\$ 269,419



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

Departments: Public Works

TIME REQUIRED 5 minutes

PERSONS APPEARING BEFORE THE BOARD Paul Roten, Public Works Director

SUBJECT Employment Agreement - Road Operations Superintendent

AGENDA DESCRIPTION:

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

Proposed resolution approving a contract with Steve Reeves as Road Operations Superintendent, and prescribing the compensation, appointment and conditions of said employment.

RECOMMENDED ACTION:

Announce Fiscal Impact. Adopt Resolution, approving a contract with Steve Reeves as Road Operations Superintendent, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FISCAL IMPACT:

Total cost of salary and benefits for FY 2022-23 is \$135,344, of which \$101,541 is salary, and \$33,847 is benefits. The prorated amount for the remainder of FY 2022-23 is \$45,114, of which \$33,847 is salary and \$11,268 is benefits. This is included in the Public Works approved budget.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 7607090427 / proten@mono.ca.gov

SEND COPIES TO:

sreeves@mono.ca.gov proten@mono.ca.gov
hr@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Resolution Reeves
Reeves Contract

History

Time	Who	Approval
2/15/2023 12:31 PM	County Counsel	Yes
2/15/2023 9:27 AM	Finance	Yes
2/15/2023 8:42 PM	County Administrative Office	Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

February 21, 2023

To: Honorable Chair and Members of the Board of Supervisors

From: Paul Roten, PW Director

Re: Staff Report - Employment Agreement with Steve Reeves

Recommended Action:

Adopt Resolution approving an employment agreement with Steve Reeves as Road Operations Superintendent, and prescribing the compensation, appointment, and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Fiscal Impact:

Total cost of salary and benefits for FY 2022-23 is approximately \$135,344, of which \$101,541 is salary, and \$33,847 is benefits. The prorated amount for the remainder of FY 2022/2023 is \$45,114 total, with \$33,847 salary and \$11,268 benefits. This is included in the Public Works Recommended budget.

Discussion:

Steve Reeves has worked with Mono County for almost 20 years. During that time, he has continued to take on additional responsibilities. He presently works as the Solid Waste Supervisor. For 8 years prior to this most recent position, Mr. Reeves worked as the Roads Supervisor for District 1. This appointment fills the “roads” portion of the position previously titled “Roads Operations and Fleet Superintendent”, which has been open since Kevin Julian left the County in November of 2022. The “fleet” portion of that position has been filled by the current Solid Waste Superintendent, as approved by your Board on February 7, 2023. Mr. Reeves will bring knowledge, skill and calm oversight to the Roads Division of Public Works. We look forward to Mr. Reeves’ continued work meeting the Mono County’s transportation needs.

If you have any questions regarding this item, please contact Paul Roten at 760-709-0427, or proten@mono.ca.gov

Respectfully submitted,

Paul Roten, Public Works Director



R23-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING AN
EMPLOYMENT AGREEMENT WITH STEVE REEVES
AND PRESCRIBING THE COMPENSATION, APPOINTMENT,
AND CONDITIONS OF SAID EMPLOYMENT**

WHEREAS, on Mono County Board of Supervisors has the authority under Section 25300 of the Government Code to prescribe the compensation, appointment, and conditions of employment of County employees

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO FINDS AND RESOLVES that the Employment Agreement of Steeve Reeves, a copy of which is attached hereto as an exhibit and incorporated herein by this reference as though fully set forth, is hereby approved and compensation, appointment, and other terms and conditions of employment set forth in that agreement are hereby prescribed and shall govern the employment of Steve Reeves. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County

PASSED, APPROVED and ADOPTED this 21th day of February, 2023, by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel

**EMPLOYMENT AGREEMENT OF STEVE REEVES
AS ROAD OPERATIONS SUPERINTENDENT FOR MONO COUNTY**

This Agreement is entered into by and between Steve Reeves and the County of Mono (hereinafter “County”).

I. RECITALS

Steve Reeves (hereinafter “Mr. Reeves”) is currently employed by Mono County as a Solid Waste Supervisor. The County wishes to instead employ Mr. Reeves in the capacity of Road Operations Superintendent in accordance with the terms and conditions set forth in this Agreement. Mr. Reeves wishes to accept continued employment with the County on said terms and conditions.

II. AGREEMENT

1. This Agreement shall commence February 21, 2023, (effective date) and shall remain in effect unless or until terminated by either party in accordance with this Agreement.
2. As of the Effective Date, Mr. Reeves shall be employed by Mono County as its Road Operations Superintendent, serving at the will and pleasure of the Public Works Director. Mr. Reeves accepts such employment. The Public Works Director shall be deemed the “appointing authority” for all purposes with respect to Mr. Reeves’ employment. The Public Works Director and Mr. Reeves will work together to establish specific, measurable, achievable and realistic performance goals for Mr. Reeves’ work. Mr. Reeves’ job performance and progress towards achieving the agreed-upon goals shall be evaluated by the Public Works Director in accordance with the County’s Policy Regarding Compensation of At-Will and Elected Management Level Officers and Employees adopted by Resolution R21-44 on June 15, 2021, and as the same may be amended or updated from time to time and unilaterally implemented by the County (hereinafter the “*Management Compensation Policy*”).
3. Mr. Reeves’ salary shall be initially set at Range 11, Step D as set forth in the “Resolution Adopting and Implementing a Salary Matrix applicable to At-Will Employee and Elected Department Head Positions” (hereinafter the “*Salary Matrix*”) and shall be modified as provided in the Management Compensation Policy and the Salary Matrix , and as the same may be amended or updated from time to time and unilaterally implemented by the County.
4. Mr. Reeves understands that he is responsible for paying the employee’s share of any retirement contributions owed to the Public Employees Retirement System (PERS) with respect to his employment for the County as determined by the County’s contract with PERS and/or County policy, and also any employee share of the “normal cost” of his retirement benefits that may be mandated by the Public Employees Pension Reform Act of 2013 (PEPRA).

5. Mr. Reeves shall continue to earn and accrue vacation and sick leave in accordance with the “Policy Regarding Benefits of Management-level Officers and Employees,” updated most recently by Resolution R20-56 of the Mono County Board of Supervisors and as the same may be further amended from time to time and unilaterally implemented by the County (hereinafter the “**Management Benefits Policy**”) and in accordance with any applicable County Code provisions not in conflict with said Policy. Also, pursuant to said Policy, in recognition of the fact that his employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, he shall be entitled to 80 hours of merit leave (aka administrative leave) during each calendar year of service under this Agreement, prorated to reflect Mr. Reeves’ state date. Mr. Reeves understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31st of each calendar year in which it is provided, or it is lost. Consistent with Mr. Reeves’ uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Mr. Reeves may have accrued as of the effective date of this Agreement nor on his original date of hire or total years of service as a County employee, to the extent the same may be relevant in determining such accruals or Mr. Reeves’ date of eligibility for or vesting of any non-salary benefits or for any other purpose.
6. The County shall pay the professional dues, subscriptions, and other educational expenses necessary for Mr. Reeves’ full participation in applicable professional associations, for his continued professional growth and for the good of the County, as determined to be appropriate, and as approved by the Public Works Director.
7. To the extent not inconsistent with the foregoing or any other provision of this Agreement, Mr. Reeves shall be entitled to the same general benefits provided by the County to other management-level employees, as described more fully in the County’s Management Benefits Policy. Such benefits include but are not limited to CalPERS retirement benefits at the tier applicable to Mr. Reeves’ employment, CalPERS medical insurance, County dental and vision coverage, and life insurance.
8. Mr. Reeves understands and agrees that his receipt of compensation or benefits of any kind under this Agreement or under any applicable County Code provision or policy – including but not limited to salary, insurance coverage, and paid holidays or leaves – is expressly contingent on his actual and regular rendering of full-time personal services to the County or, in the event of any absence, upon his proper use of any accrued leave. Should Mr. Reeves cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then he shall cease earning or receiving any additional compensation or benefits until such time as he returns to work and resumes rendering personal services; provided, however, that the County shall provide any compensation or benefits mandated by state or federal law. Furthermore, should Mr. Reeves’ regular schedule ever be reduced to less than full-time employment, on a temporary or permanent basis, then all compensation and benefits provided by this Agreement or any applicable County policies shall be reduced on a pro-rata basis, except

for those benefits that the County does not generally pro-rate for its other part-time employees.

9. Consistent with the “at will” nature of Mr. Reeves’ employment, the Public Works Director may terminate Mr. Reeves’ employment at any time during this Agreement, without cause. In that event, this Agreement shall automatically terminate concurrently with the effective date of the termination. Mr. Reeves understands and acknowledges that as an “at will” employee, he will not have permanent status nor will his employment be governed by the Mono County Personnel Rules except to the extent that the Rules are ever modified to apply expressly to at-will employees. Among other things, he will have no property interest in his employment, no right to be terminated or disciplined only for just cause, and no right to appeal, challenge, or otherwise be heard regarding any such termination or other disciplinary action the Public Works Director may, in his or her discretion, take during Mr. Reeves’ employment.
10. In the event of a termination without cause under paragraph 9, Mr. Reeves shall receive as severance pay a lump sum equal to six (6) months’ salary. For purposes of severance pay, “salary” refers only to base compensation. Mr. Dodd shall not be entitled to any severance pay in the event that the Public Works Director has grounds to discipline him on or about the time he gives him the notice of termination. For purposes of this provision, grounds for discipline include but are not limited to those specified in section 520 of the Mono County Personnel Rules, as the same may be amended from time to time. Mr. Reeves shall also not be entitled to any severance pay in the event that he becomes unable to perform the essential functions of his position (with or without reasonable accommodations) and his employment is duly terminated for such non-disciplinary reasons.
11. Mr. Reeves may resign his employment with the County at any time. His resignation shall be deemed effective when tendered, and this agreement shall automatically terminate on that same date, unless otherwise mutually agreed to in writing by the parties. Mr. Reeves shall not be entitled to any severance pay or earn or accrue additional compensation of any kind after the effective date of such resignation.
12. This Agreement constitutes the entire agreement of the parties with respect to the employment of Mr. Reeves.
13. The parties agree that the Board of Supervisors’ approval of this Agreement on behalf of the County is a legislative act and that through this agreement, the Board of Supervisors is carrying out its responsibility and authority under Section 25300 of the Government Code to set the terms and conditions of County employment. It is not the parties’ intent to alter in any way the fundamental statutory (non-contractual) nature of Mr. Reeves’ employment with the County nor to give rise to any future contractual remedies for breach of this Agreement or of an implied covenant of good faith and fair dealing. Rather, the parties intend that Mr. Reeves’ sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus. Pursuant to

Government Code sections 53243. Mr. Reeves shall reimburse the County for any paid leave pending an investigation, legal criminal defense, or cash settlement related to termination by the County if Mr. Reeves is convicted of a crime involving abuse of office or position.

14. Mr. Reeves acknowledges that this Agreement is executed voluntarily by him, without duress or undue influence on the part or on behalf of the County. Mr. Reeves further acknowledges that he has participated in the negotiation and preparation of this Agreement and has had the opportunity to be represented by counsel with respect to such negotiation and preparation or does hereby knowingly waive his right to do so, and that he is fully aware of the contents of this Agreement and of its legal effect. Thus, any ambiguities in this Agreement shall not be resolved in favor of or against either party.

III. EXECUTION

This Agreement is executed by the parties this 21st day of February, 2023.

EMPLOYEE

THE COUNTY OF MONO


Stacey Simon (Feb 15, 2023 08:13 PST)

Steve Reeves

Rhonda Duggan, Chair

APPROVED AS TO FORM:


Steve Reeves (Feb 14, 2023 18:34 PST)

COUNTY COUNSEL



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

TIME REQUIRED

SUBJECT Closed Session - Labor Negotiations

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Bob Lawton, Stacey Simon, Janet Dutcher, Patty Francisco, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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

Time

Who

Approval



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

TIME REQUIRED

SUBJECT Closed Session - Exposure to
Litigation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
2/15/2023 10:46 AM	County Counsel	Yes
2/16/2023 6:30 AM	Finance	Yes
2/16/2023 7:27 AM	County Administrative Office	Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 21, 2023

TIME REQUIRED

SUBJECT Closed Session - Public Employment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

PUBLIC EMPLOYMENT. Government Code section 54957. Titles: Acting County Administrator and Interim Assistant County Administrator.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
2/15/2023 10:47 AM	County Counsel	Yes
2/9/2023 5:46 PM	Finance	Yes
2/15/2023 8:27 PM	County Administrative Office	Yes