AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO
STATE OF CALIFORNIA

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

Regular Meeting
June 11, 2024

TRIBAL LAND ACKNOWLEDGMENT

In respect to the Indigenous People and Tribal Elders, past, and present, the Bridgeport Indian Colony, Mono Lake Kutzadika Tribe, and Utu Utu Gwaitu Tribe are the indigenous People who live within this, their ancestral homeland from time immemorial to the present and have been the caretakers of these lands, waters, and all natural resources for the benefit of the environment and of all living things. We who live in Mono County offer this land acknowledgment with a spirit of mutual respect and collaboration.

TELECONFERENCE INFORMATION

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

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

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

To join the meeting by computer:
Visit https://monocounty.zoom.us/j/86184622677 or visit https://www.zoom.us/, click on "Join A Meeting" and enter the Zoom Webinar ID 861 84622 677.
To provide public comment, press the “Raise Hand” button on your screen.

To join the meeting by telephone:
Dial (669) 900-6833, then enter Zoom Webinar 861 84622 677
To provide public comment, press *9 to raise your hand and *6 to mute/unmute.

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

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5530 or bos@mono.ca.gov. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).
Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517) and online athttp://monocounty.ca.gov/bos. Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board and online.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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

2. RECOGNITIONS

A. Recognition of Economic Development Director Jeff Simpson

Departments: Board of Supervisors

10 minutes

Proposed proclamation in appreciation and recognition of Economic Development Director Jeff Simpson.

Recommended Action: Adopt proposed proclamation in appreciation and recognition of Economic Development Director Jeff Simpson.

Fiscal Impact: None.

3. COUNTY ADMINISTRATIVE OFFICER

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

4. DEPARTMENT/COMMISSION REPORTS

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

5. CONSENT AGENDA

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

A. Off-Highway Vehicle Grant Resolution Fiscal Year 2024-25

Departments: Sheriff

Fiscal Year 2024-25 California State Parks Off-Highway Vehicle (OHV) Grant Program

Recommended Action: Approve proposed Resolution, Authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Off-Highway Vehicle Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for Fiscal Year 2024-25. The Off-Highway Vehicle Grant will not exceed $125,000.

Fiscal Impact: This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2024-25. When the grant is awarded, the award will not exceed $125,000.

B. Approve Transfer of Animal Services Division to Sheriff's Office

Departments: County Administrative Office

Approve transfer of the Animal Services Division to the Sheriff's Office

Recommended Action: Adopt proposed resolution.

Fiscal Impact: None.

C. Caporusso Communications Contract Renewal

Departments: County Administrative Office

Proposed contract with Caporusso Communications pertaining to communications and public relations services.

Recommended Action: Approve and authorize CAO to sign contract with Caporusso Communications for the provision of communications and public relations services for the period July 1, 2024, through June 30, 2025, and a not to exceed amount of $105,000.

Fiscal Impact: The total amount of the contract is not-to-exceed $105,000. This is included in the department's fiscal year 2024-25 requested budget.

D. Contract with The Ferguson Group, LLC (TFG)

Departments: County Administrative Office

Proposed contract with The Ferguson Group, LLC (TFG) pertaining to Federal Advocacy, Consulting, and Grant Services for a period of July 1, 2024, to June 30, 2025, and a not to exceed amount of $101,000.

Recommended Action: Approve and authorize the County Administrative Officer to enter an agreement with the Ferguson Group in the amount not-to-exceed $101,000.

Fiscal Impact: The total amount of the contract is not-to-exceed $101,000. This is included in the department's FY 2024-25 requested budget.

E. Budget Adjustment for Building Division to Increase Contract Services with Revenues Received above Budget

Departments: Community Development, Building Division

This budget adjustment is a request for a $30,000 appropriation increase to the Building Division budget for contract plan check and inspection services offset by Building fees that have already been received above budget.

Recommended Action: Approve budget adjustment for FY 2023-24 as requested or as amended. (4/5 vote required)

Fiscal Impact: There is no net impact to the general fund. The appropriation increase is funded by building permit revenues received above budget.

6. CORRESPONDENCE RECEIVED

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

A. Letter of Support

Letter regarding Mono County's support for Round 6 of the Homeless Housing, Assistance and Prevention (HHAP) program in the Joint Legislative Budget Plan for the 2024-25 state budget.

B. Letters - Senate Bill (SB) 156

Letters sent to Assemblymember Jim Patterson and Senator Alvarado-Gil regarding the importance of Senate Bill (SB) 156 to ensure quality broadband for rural residents and businesses.

7. REGULAR AGENDA - MORNING

A. PUBLIC HEARING: Closeout of a Community Development California Development Block Grant Study of Special District Capacities

Departments: Community Development

PUBLIC HEARING: 9:00 AM (20 minutes)

(Wendy Sugimura, Community Development Director) - Public hearing regarding final deliverables for the California Development Block Grant (CDBG) Technical Assistance funding to study the capacities of special districts to support housing

development and increased density.

Recommended Action: Conduct public hearing and receive public input. Review grant deliverables, make any desired edits, and adopt the resolution accepting the final deliverables and deeming the project complete. Provide any additional direction to staff.

Fiscal Impact: Cost of consultant and staff time were funded by the $250,000 CDBG grant.

B. 2023 Winter Storms After Action Report

Departments: Emergency Management

30 minutes

(Chris Mokracek, Emergency Management Director) - Presentation by Chris Mokracek regarding the Mono County 2023 Winter Storms After Action Report.

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

Fiscal Impact: None.

C. California Radio Interoperable System (CRIS) Update

Departments: Information Technology

20 minutes

(Mike Martinez, Information Technology Director) - Provide update on the California Interoperable Radio System (CRIS) project.

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

Fiscal Impact: None.

D. Reclassification for District Attorney's Office

Departments: Human Resources

10 minutes

(Christine Bouchard, Assistant County Administrative Officer) - Reclassification of Elizabeth Pelichowski into the position of Management Analyst, Step A, and amending the position allocation list removing one Administrative Services Specialist and adding one Management Analyst to the District Attorney's office. Proposed resolution approving a contract with Elizabeth Pelichowski as Management Analyst to the District Attorney's office, and prescribing the compensation, appointment, and conditions of said employment.

Recommended Action: 1. Approve the reclassification of Elizabeth Pelichowski into the position of Management Analyst, Step A. 2. Adopt resolution amending

the position allocation list removing one Administrative Services Specialist and adding one Management Analyst to the District Attorney's office. 3. Announce fiscal impact. Adopt proposed resolution approving a contract with Elizabeth Pelichowski as Management Analyst, 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: The total cost for the Management Analyst position is $137,231, of which $107,065 is salary and $30,166 is benefits. The cost for the remainder of the year is $14,775, of which $7,627 is salary and $7,149 is benefits. The positions are funded by the General Fund.

E. Resolution Amending the Allocation List for Health and Human Services Department

Departments: Human Resources

5 minutes

(Christine Bouchard, Assistant County Administrative Officer) - Resolution Amending the Allocation List for Health and Human Services Department adding one temporary Intern.

Recommended Action: Adopt proposed resolution.

Fiscal Impact: The total cost for Tobacco Prevention Program Intern is $5,586, of which $4,900 is salary and $686 is benefits. The position is funded through the Tobacco Control Grant.

8. CLOSED SESSION

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Christopher Beck, Janet Dutcher, and Christine Bouchard. 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. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: two.

C. Closed Session - Public Employee Evaluation

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

9. BOARD MEMBER REPORTS

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

ADJOURN

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Board of Supervisors

TIME REQUIRED 10 minutes

SUBJECT Recognition of Economic Development Director Jeff Simpson

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Proposed proclamation in appreciation and recognition of Economic Development Director Jeff Simpson.

RECOMMENDED ACTION:

Adopt proposed proclamation in appreciation and recognition of Economic Development Director Jeff Simpson.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
No Attachments Available

History

Time	Who	Approval
6/6/2024 3:34 PM	County Counsel	Yes
6/6/2024 3:57 PM	Finance	Yes
6/6/2024 4:13 PM	County Administrative Office	Yes

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Sheriff

TIME REQUIRED

SUBJECT Off-Highway Vehicle Grant Resolution Fiscal Year 2024-25

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Fiscal Year 2024-25 California State Parks Off-Highway Vehicle (OHV) Grant Program

RECOMMENDED ACTION:

Approve proposed Resolution, Authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Off-Highway Vehicle Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for Fiscal Year 2024-25. The Off-Highway Vehicle Grant will not exceed $125,000.

FISCAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2024-25. When the grant is awarded, the award will not exceed $125,000.

CONTACT NAME: Sarah Roberts

PHONE/EMAIL: 760-932-5279 / sroberts@monosheriff.org

SEND COPIES TO:

ibraun@monosheriff.org

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report
OHV Resolution

History

Time	Who	Approval

6/6/2024 1:43 PM	County Counsel	Yes
6/5/2024 11:07 AM	Finance	Yes
6/6/2024 4:06 PM	County Administrative Office	Yes

MONO COUNTY
SHERIFF
A Commitment to Community Safety and Service

Ingrid Braun
Sheriff-Coroner

Clint Dohmen
Undersheriff

DATE: May 21, 2024

TO: The Honorable Board of Supervisors

FROM: Ingrid Braun, Sheriff-Coroner

SUBJECT: Fiscal Year 2024-2025 California State Parks Off-Highway Vehicle Grant Program

RECOMMENDATION:

Approve Resolution 24-xx authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Off-Highway Vehicle Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for Fiscal Year 2024-25. The Off-Highway Vehicle Grant will not exceed $125,000.00.

DISCUSSION:

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

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

FINANCIAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2024-2025. When the grant is awarded, the award will not exceed $125,000.00.

Respectfully submitted,

Ingrid Braun
Sheriff-Coroner

R24-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS APPROVING THE APPLICATION FOR STATE OFFHIGHWAY VEHICLE GRANT FY 2024-2025

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

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

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

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

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

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

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

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

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

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

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

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

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

BE IT FURTHER, RESOLVED, that the Mono County Board of Supervisors

PASSED, APPROVED and **ADOPTED** this 11th day of June 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

/
//
///
////

_____
John Peters, Chair
Mono County Board of Supervisors

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:

_____
County Counsel

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT Approve Transfer of Animal Services Division to Sheriff's Office

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Approve transfer of the Animal Services Division to the Sheriff's Office

RECOMMENDED ACTION:

Adopt proposed resolution.

FISCAL IMPACT:

None.

CONTACT NAME: Christine Bouchard

PHONE/EMAIL: 7609325414 / cbouchard@mono.ca.gov

SEND COPIES TO:

Admin, Sheriff

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report
Resolution

History

Time	Who	Approval
6/4/2024 9:26 AM	County Counsel	Yes
6/5/2024 11:08 AM	Finance	Yes

6/6/2024 12:35 PM	County Administrative Office	Yes

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

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

To: Board of Supervisors

From: Christine Bouchard, Assistant County Administrator

Date: June 11, 2024

Re: Transfer of Animal Services Division to Sheriff

Strategic Plan Focus Area(s) Met

☐ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function

☐ Sustainable Public Lands ☒ Workforce & Operational Excellence

Discussion

On March 12, 2024, the Board passed an ordinance transitioning the former Department of Animal Services with an Animal Services Director into a Division of Animal Services with Animal Services Manager. Currently the Animal Services Division reports to the Director of Emergency Management.

It has been determined that the Division of Animal Services shall become a Division of the Sheriff/Coroner's Office and the Animal Services Manager will report to the Sheriff. The County Administrative Office is requesting the Board of Supervisors approve a resolution formalizing this transfer.

R24-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS

WHEREAS, the County recently passed an ordinance transitioning the former Department of Animal Services with an Animal Services Director into a Division of Animal Services with an Animal Services Manager on March 12, 2024; and

WHEREAS, before passage of said ordinance the Animal Services Director reported to the County Administrative Officer

WHEREAS, it is necessary to formally specify the oversight of the now-designated Animal Services Division and Animal Services Manager.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that: the Animal Services Division shall be a division of the Sheriff/Coroner's Office and the Animal Services Manager shall report to the Sheriff.

BE IT FURTHER, RESOLVED, that the Mono County Board of Supervisors

PASSED, APPROVED and **ADOPTED** this _th day of _____ 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

/
//
///
////

_____
John Peters, Chair
Mono County Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

County Counsel

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT Caporusso Communications Contract Renewal

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 Caporusso Communications pertaining to communications and public relations services.

RECOMMENDED ACTION:

Approve and authorize CAO to sign contract with Caporusso Communications for the provision of communications and public relations services for the period July 1, 2024, through June 30, 2025, and a not to exceed amount of $105,000.

FISCAL IMPACT:

The total amount of the contract is not-to-exceed $105,000. This is included in the department's fiscal year 2024-25 requested budget.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: /

SEND COPIES TO:

Justin Caporusso

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report Caporusso Communications Contract Renewal
Caporusso Communications Contract

History

Time	Who	Approval
6/6/2024 3:20 PM	County Counsel	Yes

6/6/2024 3:55 PM	Finance	Yes
6/6/2024 4:03 PM	County Administrative Office	Yes

COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly
PO Box 696
Bridgeport, CA 93517-0696
(760) 932-5410
smoberly@mono.ca.gov
www.mono.ca.gov

To: Board of Supervisors

From: Allison Shaw, Administrative Services Specialist

Date: June 6, 2024

Re: Caporusso Communications Contract Renewal

Recommended Action

Approve, and authorize the County Administrative Officer to sign a contract with Caporusso Communications for the provision of communications and public relations services for a period of July 1, 2024, to June 30, 2025, and a not-to-exceed amount of $105,000.

Discussion

Consistent with prior Board direction, Mono County has requested Caporusso Communications to provide communications and public relations services, in coordination with and at the direction of the County. Caporusso Communications will meet as needed with elected officials and department management as directed by the CAO to develop strategies and plans for public information, marketing and communication of county projects and programs. Caporusso Communications will also serve as a spokesperson for the County before public groups and the news media as directed by the CAO. They will also research, analyze, organize and design information material at the direction of the CAO for County publications, presentation and promotions including brochures, reports, newsletters, videos, public service announcements, press releases, and workshops.

Fiscal Impact

The total amount of the contract will not exceed $105,000 for a fixed fee of $7,500 per month and crisis communications work and work conducted outside of traditional business hours will be billed separately at a rate of $185 per hour. This is included in the CAO FY 2024-25 Recommended Budget.

If you have any questions regarding this item before your meeting, please call me at 760-932-5408.

AGREEMENT BETWEEN COUNTY OF MONO
AND CAPORUSSO COMMUNICATIONS
FOR THE PROVISION OF COMMUNICATIONS AND PUBLIC RELATIONS SERVICES

INTRODUCTION

WHEREAS, the County of Mono (hereinafter referred to as "County") may have the need for the services of Caporusso Communications Company of Roseville, California (hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF WORK

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

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

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

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

2. TERM

The term of this Agreement shall be from July 1,2024, to June 30, 2025, unless sooner terminated as provided below.

3. CONSIDERATION

A. Compensation. County shall pay Contractor in accordance with the Schedule of Fees (set forth as Attachment B) for the services and work described in Attachment A that are performed by Contractor at County's request.

B. Travel and Per Diem. Contractor will not be paid or reimbursed for travel expenses or per diem that Contractor incurs in providing services and work requested by County under this Agreement, unless otherwise provided for in Attachment B.

C. No Additional Consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

D. Limit upon amount payable under Agreement. The total sum of all payments made by County to Contractor for services and work performed under this Agreement shall not exceed $ONE HUNDRED FIVE THOUSAND DOLLARS, not to exceed $105,000 in any twelve-month period, plus the amount of any change order(s) approved in accordance with authority delegated by the Board of Supervisors (hereinafter referred to as "Contract Limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed that is in excess of the Contract Limit.

E. Billing and Payment. Contractor shall submit to County, on a monthly basis, an itemized statement of all services and work described in Attachment A, which were done at County's request. The statement to be submitted will cover the period from the first (1st) day of the preceding month through and including the last day of the preceding month. Alternatively, Contractor may submit a single request for payment corresponding to a single incident of service or work performed at County's request. All statements submitted in request for payment shall identify the date on which the services and work were performed and describe the nature of the services and work which were performed on each day. Invoicing shall be informative but concise regarding services and work performed during that billing period. Upon finding that Contractor has satisfactorily completed the work and performed the services as requested, County shall make payment to Contractor within 30 days of its receipt of the itemized statement. Should County determine the services or work have not been completed or performed as requested and/or should Contractor produce an incorrect statement, County shall withhold payment until the services and work are satisfactorily completed or performed and/or the statement is corrected and resubmitted.

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

F. Federal and State Taxes.

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

(2) County shall withhold California state income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed One Thousand Four Hundred Ninety-Nine dollars ($1,499.00).

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

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

4. WORK SCHEDULE

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

5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS

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

6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC

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

7. COUNTY PROPERTY

A. Personal Property of County. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, uniforms, vehicles, reference materials, furniture, appliances, etc. provided to Contractor by County pursuant to this Agreement is, and at the termination of this Agreement remains, the sole and exclusive property of County. Contractor will use reasonable care to protect, safeguard and maintain such items while they are in Contractor's possession. Contractor will be financially responsible for any loss or damage to such items, partial or total, that is the result of Contractor's negligence.

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, videotapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual

presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind that are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement shall remain, the sole and exclusive property of County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

8. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance 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 the Contractor, his agents, representatives, employees or subcontractors.

A. Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as (please select all applicable):

☒ Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

☐ Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than $1,000,000 per accident for bodily injury and property damage.

☐ Workers' Compensation: as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

☐ Worker's Compensation Exempt: Contractor is exempt from obtaining Workers' Compensation insurance because Contractor has no employees. Contractor shall notify County and provide proof of Workers' Compensation insurance to County within 10 days if an employee is hired. Such Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of County for all work performed by Contractor, its employees, agents, and subcontractors. Contractor agrees to defend and indemnify County in case of claims arising from Contractor's failure to provide Workers' Compensation insurance for employees, agents and subcontractors, as required by law.

☐ Professional Liability (Errors and Omissions): Insurance appropriate to the Contractor's profession, with limit no less than $1,000,000 per occurrence or claim, $1,000,000 aggregate.

☐ Contractors' Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than $1,000,000 per occurrence or claim, and $1,000,000 policy aggregate.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

B. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions:

(1) **Additional Insured Status**: The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

(2) **Primary Coverage:** For any claims related to this contract, the Contractor's insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

(3) **Umbrella or Excess Policy:** The Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Contractor's primary and excess liability policies are exhausted.

(4) **Notice of Cancellation**: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the County.

(5) **Waiver of Subrogation**: Contractor hereby grants to County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

(6) **Self-Insured Retentions**: Self-insured retentions must be declared to and approved by the County. The County may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds $100,000 unless approved in writing by County. Any and all deductibles and SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. County may deduct from any amounts otherwise due Contractor to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that Defense costs, including the Allocated Loss Adjustment Expenses,

will satisfy the SIR or deductible. County reserves the right to obtain a copy of any policies and endorsements for verification.

(7) **Acceptability of Insurers**: Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.

(8) **Claims Made Policies**: If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

b. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

(9) **Verification of Coverage**: Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements. All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

(10) **Special Risks or Circumstances**: County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

9. STATUS OF CONTRACTOR

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

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

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

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

10. DEFENSE AND INDEMNIFICATION

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

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

11. RECORDS AND AUDIT

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

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

12. NONDISCRIMINATION

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

13. TERMINATION

This Agreement may be terminated by County without cause, and at will, for any reason by giving to Contractor thirty (30) calendar days written notice of such intent to terminate. Contractor may terminate this Agreement without cause, and at will, for any reason whatsoever by giving to County thirty (30) calendar days written notice of such intent to terminate.

Notwithstanding the foregoing, if this Agreement is subject to General Conditions (set forth as an Exhibit hereto), then termination shall be in accordance with the General Conditions and this Paragraph shall not apply.

14. ASSIGNMENT

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

15. DEFAULT

If Contractor abandons the work, fails to proceed with the work or services requested by County in a timely manner, or fails in any way as required to conduct the work and services as required by County, then County may declare Contractor in default and terminate this Agreement upon five (5) days written notice to Contractor. Upon such termination by default, County will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

16. WAIVER OF DEFAULT

Waiver of any default by either party to this Agreement shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in Paragraph 22.

17. CONFIDENTIALITY

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

18. CONFLICTS

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

19. POST-AGREEMENT COVENANT

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

20. SEVERABILITY

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

21. FUNDING LIMITATION

The ability of County to enter into this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to terminate, reduce, or modify this Agreement, or any of its terms within ten (10) days of notifying Contractor of the termination, reduction, or modification of available funding. Any reduction or modification of this Agreement effective pursuant to this provision must comply with the requirements of Paragraph 22.

22. AMENDMENT

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

23. NOTICE

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

County of Mono:
Sandra Moberly, CAO
P.O. Box 696
Bridgeport, CA 93517
(760) 932-5415
smoberly@mono.ca.gov

Contractor:
Caporusso Communications Company
209 Pinecrest Court
Roseville, CA 95678

(916) 412-0571
Justin@caporussocommunications.com

24. COUNTERPARTS

This Agreement 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. For purposes of this Agreement, a photocopy, facsimile, .pdf, or electronically scanned signatures, including but not limited to Docusign or similar service, shall be deemed as valid and as enforceable as an original.

25. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless executed in writing by the parties hereto.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS, EFFECTIVE AS OF THE DATE LAST SET FORTH BELOW, OR THE COMMENCEMENT DATE PROVIDED IN PARAGRAPH 2 OF THIS AGREEMENT, WHICHEVER IS EARLIER.

COUNTY OF MONO:		**CONTRACTOR:**	
By:	_____	By:	_____
Name:	Sandra Moberly	Name:	Justin Caporusso
Title:	County Administrative Officer	Title:	President & CEO
Date:	_____	Date:	_____

APPROVED AS TO FORM:

_____
County Counsel

APPROVED BY RISK MANAGEMENT:

_____
Risk Manager

ATTACHMENT A

**AGREEMENT BETWEEN THE COUNTY OF MONO
AND CAPORUSSO COMMUNICATIONS COMPANY
FOR THE PROVISION OF COMMUNICATIONS AND PUBLIC RELATIONS SERVICES**

TERM:

FROM: July 1st, 2024 TO: June 30, 2025

SCOPE OF WORK:

During the terms of this agreement Caporusso Communications Company (Contractor) shall provide Communications and Public Relations services to the County of Mono as may be requested by the County Administrative Officer (or designee), including without limitation the following duties and tasks:

1. Develop and implement a comprehensive communication plan with an active social media component that reaches a diverse population;

2. Meet as needed with elected officials and department management as directed by the CAO to develop strategies and plans for public information, marketing, and communication of county projects and programs;

3. Meet as needed with elected officials and department management as directed by the CAO to prepare them for interviews and provide strategies and talking points based on the issue/topic of interest;

4. Serve as spokesperson for the County before public groups and the news media as directed by the CAO. This shall include without limitation meeting with the media on sensitive and/or complex issues as required by the County;

5. Research, analyze, organize, and design informational material at the direction of the CAO for County Administration publications, presentations and promotions, including brochures, reports, articles, newsletters, videos, public service announcements, press releases, workshops and related;

6. Develop and maintain, on behalf of the County, regular contact with local media outlets and reporters, including without limitation local radio, television, and print media;

7. Develop, coordinate and participate in news conferences, special events and other programs of interest as directed;

8. Develop proactive communication plans to mitigate risk and drive communications

around key issues;

9. Manage the County's Administration and Board of Supervisors webpages to ensure they are providing accurate, current information to the public and all possible self-service components;

10. Incorporate innovative branding and provide creative direction for visual communication, including the design, layout and text content;

11. Research data analytics through surveys, and website and social media analytics to evaluate trends and to identify necessary enhancements to customer service, citizen and employee relations, and issues affecting operations;

12. Develop strategies and advise on appropriate information dissemination procedures regarding significant issues, programs, projects and services;

13. Coordinate and provide external communications and media relations services before and during special events, including groundbreaking ceremonies, ribbon cutting ceremonies, public meetings, community forums, and press conferences;

14. Maintain effective relationships with civic, corporate and educational organizations;

15. Work with Office of Emergency Management to coordinate the release of emergency and/or recovery information during times of crisis or disaster;

16. Manage Facebook, Instagram, and Twitter social media platforms; and

17. Perform other duties as assigned.

ATTACHMENT B

AGREEMENT BETWEEN THE COUNTY OF MONO AND CAPORUSSO COMMUNICATION COMPANY FOR THE PROVISION OF COMMUNICATIONS AND PUBLIC RELATIONS SERVICES

TERM:

FROM: July 1st, 2024 TO: June 30, 2025

SCHEDULE OF FEES:

County shall pay contractor $7,500 per month for the provision of work and services under this agreement. Crisis communications work, and work conducted outside of traditional business hours will be billed separately at a rate of $185 per hour.

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

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: County Administrative Office

TIME REQUIRED

SUBJECT Contract with The Ferguson Group, LLC (TFG)

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 The Ferguson Group, LLC (TFG) pertaining to Federal Advocacy, Consulting, and Grant Services for a period of July 1, 2024, to June 30, 2025, and a not to exceed amount of $101,000.

RECOMMENDED ACTION:

Approve and authorize the County Administrative Officer to enter an agreement with the Ferguson Group in the amount not-to-exceed $101,000.

FISCAL IMPACT:

The total amount of the contract is not-to-exceed $101,000. This is included in the department's FY 2024-25 requested budget.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report - The Ferguson Group LLC Contract
The Ferguson Group LLC Contract 24-25

History

Time	Who	Approval
6/6/2024 3:33 PM	County Counsel	Yes

6/6/2024 3:57 PM	Finance	Yes
6/6/2024 4:04 PM	County Administrative Office	Yes

COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly
PO Box 696
Bridgeport, CA 93517-0696
(760) 932-5410
smoberly@mono.ca.gov
www.mono.ca.gov

To: Board of Supervisors

From: Allison Shaw, Administrative Services Specialist

Date: June 6, 2024

Re: Contract for Federal Advocacy, Consulting & Grant Services -The Ferguson, LLC (TFG)

Recommended Action

Approve, and authorize the County Administrative Officer to sign a contract with The Ferguson Group, LLC (TFG) for Federal Advocacy, Consulting, and Grant Services for a period of July 1, 2024, to June 30, 2025, and a not-to-exceed amount of $101,000.

Discussion

Consistent with prior Board direction, Mono County has requested The Ferguson Group, LLC (TFG) to provide federal advocacy, consulting, and grant services on an ongoing basis and will explore, in coordination with and at the direction of the County, funding opportunities for the County's high-priority projects, and assist the County in implementing a federal legislative platform and strategy. TFG specializes in representing local governments before Congress and Administration in helping clients develop and implement plans to maximize access to federal, state, and foundation resources. TFG will provide strategic advice and national lobbying/advocacy to build stakeholder support. Work with the County to secure the support of California congressional delegation and appropriate federal agencies for competitive funding opportunities and assistance in grant writing services. Build communications and publications for critical legislative policy and funding activities to maximize County access to congressionally directed spending opportunities.

Fiscal Impact

The total amount of the contract will not exceed $101,000 for a fixed fee of $8,000 per month and reimbursable expenses not to exceed $5,000 annually. This is included in the CAO FY 2024-25 Recommended Budget.

If you have any questions regarding this item before your meeting, please call me at 760-932-5408.

AGREEMENT BETWEEN COUNTY OF MONO
AND THE FERGUSON GROUP, LLC
FOR THE PROVISION OF FEDERAL ADVOCACY, CONSULTING & GRANT SERVICES

INTRODUCTION

WHEREAS, the County of Mono (hereinafter referred to as "County") may have the need for the services of federal advocacy, consuliting & grant services of THE FERGUSON GROUP, LLC, a Washington DC limited liability company (hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF WORK

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

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

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

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

2. TERM

The term of this Agreement shall be from July 1, 2024, to June 30, 2025, unless sooner terminated as provided below.

3. CONSIDERATION

A. Compensation. County shall pay Contractor in accordance with the Schedule of Fees (set forth as Attachment B) for the services and work described in Attachment A that are performed by Contractor at County's request.

B. Travel and Per Diem. Contractor will not be paid or reimbursed for travel expenses or per diem that Contractor incurs in providing services and work requested by County under this Agreement, unless otherwise provided for in Attachment B.

C. No Additional Consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

D. Limit upon amount payable under Agreement. The total sum of all payments made by County to Contractor for services and work performed under this Agreement shall not exceed $101,000, not to exceed $101,000 in any twelve-month period, plus the amount of any change order(s) approved in accordance with authority delegated by the Board of Supervisors (hereinafter referred to as "Contract Limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed that is in excess of the Contract Limit.

E. Billing and Payment. Contractor shall submit to County, on a monthly basis, an itemized statement of all services and work described in Attachment A, which were done at County's request. The statement to be submitted will cover the period from the first (1st) day of the preceding month through and including the last day of the preceding month. Alternatively, Contractor may submit a single request for payment corresponding to a single incident of service or work performed at County's request. All statements submitted in request for payment shall identify the date on which the services and work were performed and describe the nature of the services and work which were performed on each day. Invoicing shall be informative but concise regarding services and work performed during that billing period. Upon finding that Contractor has satisfactorily completed the work and performed the services as requested, County shall make payment to Contractor within 30 days of its receipt of the itemized statement. Should County determine the services or work have not been completed or performed as requested and/or should Contractor produce an incorrect statement, County shall withhold payment until the services and work are satisfactorily completed or performed and/or the statement is corrected and resubmitted.

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

F. Federal and State Taxes.

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

(2) County shall withhold California state income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed One Thousand Four Hundred Ninety-Nine dollars ($1,499.00).

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

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

4. WORK SCHEDULE

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

5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS

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

6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC

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

7. COUNTY PROPERTY

A. Personal Property of County. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, uniforms, vehicles, reference materials, furniture, appliances, etc. provided to Contractor by County pursuant to this Agreement is, and at the termination of this Agreement remains, the sole and exclusive property of County. Contractor will use reasonable care to protect, safeguard and maintain such items while they are in Contractor's possession. Contractor will be financially responsible for any loss or damage to such items, partial or total, that is the result of Contractor's negligence.

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, videotapes, computer programs,

computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind that are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement shall remain, the sole and exclusive property of County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

8. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance 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 the Contractor, his agents, representatives, employees or subcontractors.

A. Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as (please select all applicable):

☒ Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

☐ Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than $1,000,000 per accident for bodily injury and property damage.

☒ Workers' Compensation: as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

☐ Worker's Compensation Exempt: Contractor is exempt from obtaining Workers' Compensation insurance because Contractor has no employees. Contractor shall notify County and provide proof of Workers' Compensation insurance to County within 10 days if an employee is hired. Such Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of County for all work performed by Contractor, its employees, agents, and subcontractors. Contractor agrees to defend and indemnify County in case of claims arising from Contractor's failure to provide Workers' Compensation insurance for employees, agents and subcontractors, as required by law.

☒ Professional Liability (Errors and Omissions): Insurance appropriate to the Contractor's profession, with limit no less than $1,000,000 per occurrence or claim, $1,000,000 aggregate.

☐ Contractors' Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than $1,000,000 per occurrence or claim, and $1,000,000 policy aggregate.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

B. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions:

(1) **Additional Insured Status**: The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

(2) **Primary Coverage:** For any claims related to this contract, the Contractor's insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

(3) **Umbrella or Excess Policy:** The Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Contractor's primary and excess liability policies are exhausted.

(4) **Notice of Cancellation**: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the County.

(5) **Waiver of Subrogation**: Contractor hereby grants to County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

(6) **Self-Insured Retentions**: Self-insured retentions must be declared to and approved by the County. The County may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds $100,000 unless approved in writing by County. Any and all deductibles and SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. County may deduct from any amounts otherwise due Contractor to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy

must also provide that Defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR or deductible. County reserves the right to obtain a copy of any policies and endorsements for verification.

(7) **Acceptability of Insurers**: Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.

(8) **Claims Made Policies**: If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

b. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

(9) **Verification of Coverage**: Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements. All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

(10) **Special Risks or Circumstances**: County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

9. STATUS OF CONTRACTOR

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

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

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

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

10. DEFENSE AND INDEMNIFICATION

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

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

11. RECORDS AND AUDIT

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

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

12. NONDISCRIMINATION

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

13. TERMINATION

This Agreement may be terminated by County without cause, and at will, for any reason by giving to Contractor thirty (30) calendar days written notice of such intent to terminate. Contractor may terminate this

Agreement without cause, and at will, for any reason whatsoever by giving to County thirty (30) calendar days written notice of such intent to terminate.

Notwithstanding the foregoing, if this Agreement is subject to General Conditions (set forth as an Exhibit hereto), then termination shall be in accordance with the General Conditions and this Paragraph shall not apply.

14. ASSIGNMENT

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

15. DEFAULT

If Contractor abandons the work, fails to proceed with the work or services requested by County in a timely manner, or fails in any way as required to conduct the work and services as required by County, then County may declare Contractor in default and terminate this Agreement upon five (5) days written notice to Contractor. Upon such termination by default, County will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

16. WAIVER OF DEFAULT

Waiver of any default by either party to this Agreement shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in Paragraph 22.

17. CONFIDENTIALITY

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

18. CONFLICTS

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

19. POST-AGREEMENT COVENANT

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

term of this Agreement, has had an adverse or conflicting interest with County, or who has been an adverse party in litigation with County, and concerning such, Contractor by virtue of this Agreement has gained access to County's confidential, privileged, protected, or proprietary information.

20. SEVERABILITY

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

21. FUNDING LIMITATION

The ability of County to enter into this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to terminate, reduce, or modify this Agreement, or any of its terms within ten (10) days of notifying Contractor of the termination, reduction, or modification of available funding. Any reduction or modification of this Agreement effective pursuant to this provision must comply with the requirements of Paragraph 22.

22. AMENDMENT

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

23. NOTICE

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

County of Mono:
Mono County Administrative Officer
Attn: County Administration
P.O. Box 696
Bridgeport, CA 93517
smoberly@mono.ca.gov

Contractor:
The Ferguson Group, LLC
Attn: W. Roger Gwinn, CEO & Kristi More
Email: kmore@tfgnet.com
1901 Pennsylvania Avenue, Suite 700
Washington, DC 20006

24. COUNTERPARTS

This Agreement 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. For purposes of this Agreement, a photocopy, facsimile, .pdf, or electronically scanned signatures, including but not limited to Docusign or similar service, shall be deemed as valid and as enforceable as an original.

25. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless executed in writing by the parties hereto.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS, EFFECTIVE AS OF THE DATE LAST SET FORTH BELOW, OR THE COMMENCEMENT DATE PROVIDED IN PARAGRAPH 2 OF THIS AGREEMENT, WHICHEVER IS EARLIER .

COUNTY OF MONO:		**CONTRACTOR:**	
By:	_____	By:	_____
Name:	Sandra Moberly	Name:	W. Roger Gwinn
Title:	County Administrative Officer	Title:	CEO
Date:	_____	Date:	_____

APPROVED AS TO FORM:

_____
County Counsel

APPROVED BY RISK MANAGEMENT:

_____
Risk Manager

ATTACHMENT A

AGREEMENT BETWEEN THE COUNTY OF MONO
AND THE FERGUSON GROUP, LLC
FOR THE PROVISION OF FEDERAL ADVOCACY, CONSULTING & GRANT SERVICES

TERM:

FROM: July 1, 2024 TO: June 30, 2025

SCOPE OF WORK:

The Ferguson Group, LLC (TFG) will provide federal advocacy, consulting and grant services to the County of Mono. TFG specializes in representing local government before Congress and the Administration and in helping our clients develop and implement plans to maximize access to federal, state and foundation resources. We pride ourselves in serving the public sector clients like the County of Mono, which enables us to remain among the top independent federal lobbying firms and represent more public agencies than any other firm in Washington, DC.

Scope of Services: TGF will provide a full range of advocacy, consulting and grant-related services on an ongoing basis and will explore, in coordination with and at the direction of the County, funding opportunities for the County's high-priority projects, and assist the County in implanting a federal legislative platform and strategy. Our services will include the following:

Strategic Advice: TFG will provide strategic counsel to the County in all matters concerning applicable congressional action, federal agency policy and regulation, and the federal activities of other stakeholders having an impact on the County and its citizens. Assistance in Communicating and Working with Federal Officials. TFG will assist the County in scheduling meetings with Members of Congress and staff, congressional committees, and federal agency officials and staff at all levels of the Federal government on these matters. We will also assist the County and its staff in educating, negotiating and advocating its goals and objectives with these officials and staff.

Advocacy on Budget: TFG will seek the inclusion of resources in the President's budget requests for applicable federal agencies to the extent it is necessary to accomplish the County's objectives.
Recommendations and Advocacy on Statutory Authorizations.
If federal legislation is needed to achieve any of the County's federal priorities, TFD will provide the County's congressional delegation, and the relevant congressional committees and federal agencies with institutional expertise and support as necessary to develop, advocate for, and implement federal legislation and authorities.

Build Stakeholder Support: TFG will advise the County on obtaining and coordinating stakeholder support from key organizations or individuals (such as environmental groups or business interests) that may be necessary to implement the County's federal priorities.
Appropriations/Grants Research, Review, and Advocacy.

Where federal funding assistance is appropriate and needed to achieve the County's objectives, TFG will work with the County to identify and pursue the best available funding opportunities that match up with the County's priorities.
TFG will work with the County to secure the support of the California congressional delegation and the appropriate federal agencies for competitive funding opportunities. TFG will assist the County of Mono with competitive grant and loan research, review, and advocacy preparation. Grant writing services, if requested, are available to the County for a fixed fee. TFG will also work to help the County maximize access to congressionally directed spending opportunities.

Client Communications and Publication. TFG believes regular communication is essential to a successful business relationship with our clients. TFG will report to the County regularly through scheduled conference calls, written status reports, special action alerts, access to TFG subject matter webinars, and timely information on relevant grants, legislation, and regulations, as well as congressional committee meetings, hearings, and conferences. County officials and staff will have access to our weekly legislative, grant, and issue-specific reporting as well as periodic Special reports on key legislative, policy, and funding activities.

ATTACHMENT B

AGREEMENT BETWEEN THE COUNTY OF MONO AND THE FERGUSON GROUP, LLC FOR THE PROVISION OF FEDERAL, ADVOCACY, CONSULTING & GRANT SERVICES

TERM:

FROM: July, 1, 2024 TO: June 30, 2025

SCHEDULE OF FEES:

The total cost for The Ferguson Group, LLC (TFG) services will not exceed $101,000, for services outlined above, for the twelve-month agreement with a fixed fee of $8,000 per month, commencing on July 1, 2024, and ending on June 30, 2025. Reimbursable expenses, including pre-approved out-of-town travel (taxis/Metro), will be billed separately, not to exceed $5,000 annually.

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

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Community Development, Building Division

TIME REQUIRED

SUBJECT Budget Adjustment for Building Division to Increase Contract Services with Revenues Received above Budget

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

This budget adjustment is a request for a $30,000 appropriation increase to the Building Division budget for contract plan check and inspection services offset by Building fees that have already been received above budget.

RECOMMENDED ACTION:

Approve budget adjustment for FY 2023-24 as requested or as amended. (4/5 vote required)

FISCAL IMPACT:

There is no net impact to the general fund. The appropriation increase is funded by building permit revenues received above budget.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 76-924-1814 / wsugimura@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☑ YES ☐ NO

ATTACHMENTS:

Click to download
staff report
A Proposed Budget Adjustment

History

Time	Who	Approval
6/6/2024 1:39 PM	County Counsel	Yes

6/6/2024 1:17 PM	Finance	Yes
6/6/2024 4:02 PM	County Administrative Office	Yes

Mono County
Community Development Department

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

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

Date: June 11, 2024

To: Honorable Board of Supervisors

From: Wendy Sugimura, Director

RE: FY 23-24 Budget Adjustment for the Building Division

BACKGROUND

Building permit activity is driven by personal decisions and economic factors outside the County's control, and therefore is difficult to predict. For budgeting purposes, a "middle of the road" scenario is typically used. In fiscal year (FY) 23-24, building permit activity has been higher than expected, resulting in both revenues and expenditures exceeding projections. Building permit revenues have exceeded projections by over $145,000 as of May 28, and contract plan check and inspection services are expected to exceed the budget by up to $30,000.

DISCUSSION

This item is a request for a $30,000 appropriation increase in the Building Inspector budget (unit 255) for contract services. The need for the appropriation increase is due to higher-than-expected permit activity, which results in higher-than-expected costs for contract building permit plan check and inspection services. The appropriation increase is funded by the unanticipated building permit revenues. An unanticipated revenue of at least $115,000 over budget remains after this appropriation. The Building Division proposes and requests approval for this budget adjustment to cover contract service costs.

Please contact Wendy Sugimura at 760-924-1814 or wsugimura@mono.ca.gov with any questions.

ATTACHMENT

1. Signed Appropriation Transfer Request

COUNTY OF MONO
APPROPRIATION TRANSFER REQUEST

Department:	Community Development	**Fiscal Year:**	23-24
Budget Unit:	Building	**Date:**	6/11/2024
Prepared by:	Wendy Sugimura	**Phone:**	760-924-1814

Revenue adjustment

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+/-	XXX-XX-XXX-XXXXX		$XX,XXX.XX	$XX,XXX.XX	$XX,XXX.XX
+	100-27-255-16150	Building Department Fees	$90,000.00	$30,000.00	$120,000.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00

Expense adjustment

Action	Account Number	Account Name	Approved Budget	Adjustment	Adjusted Budget
+/-	XXX-XX-XXX-XXXXX		$XX,XXX.XX	$XX,XXX.XX	$XX,XXX.XX
+	100-27-255-32450	Contract Services	$100,000.00	$30,000.00	$130,000.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
		Total (If greater than $0 explain on page 2)		$0.00	

COUNTY OF MONO
APPROPRIATION TRANSFER REQUEST

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?

Revenue and expenditures related to building permit activity are difficult to predict and can fluctuate significantly based on homeowner choices and the economy. A "middle of the road" scenario is typically used for budgeting. This fiscal year, building permit activity has been higher than expected, resulting in both revenues and expenditures exceeding projections. The $30,000 expenditure increase is necessary to pay for contract plan check and inspection services.

2 - Why are funds available for the budget adjustment? If total is not zero explain where funds are coming from and make a statement of current fund balance before adjustment.

As explained above, building permit revenues and expenditures are difficult to predict and are based on factors outside the County's control. This fiscal year, building permit activity has been higher than anticipated and revenues have exceeded projections by over $145,000.

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

Building permit revenue and expenditures may remain higher than a "middle of the road" scenario next fiscal year as well. An adjustment to reflect the current reality will be considered for the September budget proposal.

Budget Request detail

__Board Approval not required

X Board Approval required

__Request for Contingency

1. Department Head - Signature	2. Budget Officer - Signature
Wendy Sugimura	Megan Chapman
3. Finance Director - Signature	**4. CAO Office - Signature**
Janet Dutcher	Sandra Moberly

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

TIME REQUIRED

SUBJECT Letter of Support

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Letter regarding Mono County's support for Round 6 of the Homeless Housing, Assistance and Prevention (HHAP) program in the Joint Legislative Budget Plan for the 2024-25 state budget.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Letter

History

Time	Who	Approval
6/6/2024 1:46 PM	County Counsel	Yes
6/5/2024 11:14 AM	Finance	Yes
6/6/2024 4:05 PM	County Administrative Office	Yes

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

BOARD OF SUPERVISORS
COUNTY OF MONO

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

Queenie Barnard, Clerk of the Board

May 31, 2024

The Honorable Mike McGuire
Senate President pro Tempore

The Honorable Robert Rivas
Speaker, California State Assembly

The Honorable Scott D. Wiener
Chair, Senate Committee on Budget and Fiscal Review

The Honorable Jesse Gabriel
Chair, Assembly Budget Committee

The Honorable Roger W. Niello
Vice Chair, Senate Committee on Budget and Fiscal Review

The Honorable Heath Flora
Vice Chair, Assembly Budget Committee

Senator Marie Alvarado-Gil

Assemblymember Jim Patterson

RE: 2024-25 Joint Legislative Budget Proposal: Preserve Round 6 HHAP Funding

Dear Honorable California State Senators and Assembly Members,

Mono County writes to express support for the $1 billion appropriation for Round 6 of the Homeless Housing, Assistance and Prevention (HHAP) program in the Joint Legislative Budget Plan for the 2024-25 state budget, and to express gratitude for the rejection of numerous proposed cuts to human services programs including CalWORKs, child welfare, and adult protective services. We appreciate the Legislature understanding how vital this funding is for county administered programs and services that vulnerable Californians rely on every day.

Mono County is committed to solutions to address the budget problem in the best interests of California's vulnerable populations and to preserve core services. Mono County believes that budget priorities should begin with the protection of services that fundamentally protect the most vulnerable members of our communities and preserve the quality of life for all Californians, as the Joint Legislative Budget Plan does by funding Round 6 of the HHAP program and rejecting cuts to critical social safety net programs.

Maintain Investments in Homelessness Programs
Mono County strongly supports the inclusion of $1 billion in the 2024-25 state budget for the HHAP program and urges the Legislature to maintain this investment throughout final state budget negotiations. Now is not the time to pull back on the commitment to these programs, but rather to maintain and strengthen our investments.

Failure to provide ongoing funding or funding for Round 6 of the HHAP program will have devastating impacts on local homelessness response efforts. Counties will be forced to reduce services, housing, and support for thousands of clients who are utilizing services and rental support to stay housed. The HHAP program that the Legislature previously funded at unprecedented levels is successfully transitioning individuals into permanent housing. However, the inflow into homelessness continues to outpace our collective efforts and progress can only be accelerated by providing necessary funding to maintain and strengthen these investments.

The HHAP program has been transformative to local efforts to address homelessness. Housing has been a major challenge for Mono County in general, and the county has made solving our housing shortage a top priority. As a result the county has made a number of investments and partnered with Eastern Sierra Community Housing as well as Pacific West Communities, Inc, both of whom have produced housing to serve households along a broad range of income levels. The HHAP program has been vital to ensuring we can support housing focusing on the lowest income households. Partnering with Eastern Sierra Community Housing, we utilized HHAP 1 and 2 to support the Access Apartments, which will provide 13 units, 10 of which will be low income, as well as the Innsbruck Lodge apartments, which will provide 15 units for households experiencing or at risk of homelessness.

Preserve Safety Net Programs
Mono County strongly supports the Legislature's rejection of the May Revision cuts that impact core safety net services. Individuals and families are at risk of falling further into poverty if these funding reductions and program eliminations are enacted. The proposed cuts to CalWORKs, child welfare, adult protective services, and other human services programs will have detrimental impacts to the services that vulnerable Californians rely on every day. Unfortunately, these cuts will exacerbate challenges counties are facing to operate programs, hire and retain staff, and meet required mandates for enrolling individuals and providing access to services. Mono County urges you to not balance the budget on the backs of the most vulnerable Californians, but instead preserve the state's safety net.

Mono County appreciates the continued engagement to strengthen state and local relationships, and to realize the opportunities to safeguard fiscal resources to best support the people we collectively serve. Should you have any questions regarding the information outlined in this letter, please do not hesitate to contact us.

Respectfully,

John Peters
John Peters (May 31, 2024 16:38 PDT)

SUPERVISOR JOHN PETERS
MONO COUNTY BOARD CHAIR

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

TIME REQUIRED

SUBJECT Letters - Senate Bill (SB) 156

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Letters sent to Assemblymember Jim Patterson and Senator Alvarado-Gil regarding the importance of Senate Bill (SB) 156 to ensure quality broadband for rural residents and businesses.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Letter - Alvarado-Gil
Letter - Patterson

History

Time	Who	Approval
6/6/2024 1:46 PM	County Counsel	Yes
6/5/2024 11:14 AM	Finance	Yes
6/6/2024 4:05 PM	County Administrative Office	Yes

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

BOARD OF SUPERVISORS
COUNTY OF MONO

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

Queenie Barnard, Clerk of the Board

May 31, 2024

Honorable Marie Alvarado-Gil
1020 O Street, Suite 7240
Sacramento, CA 95814

Dear Senator Alvarado-Gil,

Your help is needed to ensure residents and businesses in Mono County receive access to quality broadband by keeping $9,814,134 of funding available for these valuable projects.

COVID-19 illuminated the chasm that exists between those that had access to quality broadband and those that did not. By and large, rural areas of California are the most severely impacted by the lack of connectivity. With the signing of Senate Bill (SB) 156 in July 2021, not only was a historic level of investment in broadband infrastructure set in motion, but for the first time in state history, counties were named in statute as being among those that were able to own, operate, and maintain broadband infrastructure. As a result, the Golden State Connect Authority (GSCA) was formed in December 2021 to improve access to quality broadband for all who live in rural counties. GSCA is a Joint Powers Authority governed by one elected Supervisor from each of its forty members counties.

GSCA's model for broadband is open access, last mile, municipal fiber network to all its project areas across the 40 member counties. Open access means that GSCA will finance, construct, own, operate, and maintain the network infrastructure and invite providers on to the network to compete for customers, thus creating competition that will drive down price and improve choices for the customer. Last mile denotes the portion of broadband infrastructure that serves a community, delivering broadband directly to the location that has signed up for GSCA service. Municipal indicates that GSCA is a governmental entity representing and responsible to our member counties. Fiber describes the delivery system the network will employ – fiber is the "gold standard" and considered "future proof" within the industry.

The foundation of the GSCA network will be financed using programs established by SB 156. The financing for each of the proposed project areas consists of a combination of private investment resulting from the issuance of tax-exempt bonds by GSCA and grant dollars under the California Public Utilities Commission's (CPUC) Federal Fund Account (FFA) Last Mile Program. The bond issuance will be securitized by funds from the CPUC Loan Loss Reserve (LLR) Program, the presence of which is expected to allow for a rated bond issuance. This will

encourage private investment in the bonds and potentially allow for a lower interest rate, thus allowing GSCA to maximize the investment into the network to serve as many locations as possible. As soon as the bonds are repaid, GSCA will return the LLR funds to the state of California.

The GSCA model has been designed to be scalable and financially sustainable, not requiring on-going state or federal investment for operations. GSCA will provide a way for residents, businesses, and governmental entities in rural California to access quality broadband for educational, personal, public health and safety, and business needs that do not exist today. The open access, last mile, municipal fiber network model, while relatively new to California, is prominent in many other states across the US.

For GSCA to successfully execute on deploying this model of broadband for rural California, two SB 156 programs are very important and need to be preserved in the budget for FY 2024-2025, and beyond.

GSCA has submitted thirty-seven applications to the CPUC FFA Last Mile Program and a complimentary thirty-seven applications to the CPUC LLR Program. GSCA requires approval of both programs for each individual proposed project area to be advanced to construction.

The project area in Mono County includes the following requests for program funding and project impacts:

Total Project Cost	$9,814,134
FFA Last Mile Program Funding Requested	$6,074,134
Loan Loss Reserve Program Funding Requested	$3,740,000
Number of Miles of Network Proposed	36.54
Number of Locations in Proposed Project Area	1085

As the state budget process advances toward final budget decisions, we ask that you vote against any and all reductions or deferrals to both the CPUC FFA Last Mile Program and the CPUC LLR Program. Without both of these programs funded in full at remaining levels – no further reductions or deferrals – GSCA will not be able to deploy broadband infrastructure that will ensure residents and businesses in your district have access to quality broadband.

Please help us make a difference in the communities we collectively serve.

Sincerely,

John Peters
John Peters (May 31, 2024 16:39 PDT)

SUPERVISOR JOHN PETERS
MONO COUNTY BOARD CHAIR

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

BOARD OF SUPERVISORS
COUNTY OF MONO

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

Queenie Barnard, Clerk of the Board

May 31, 2024

Assemblymember Jim Patterson
1020 O Street, Suite 4310
Sacramento, CA 95814

Dear Assemblymember Patterson,

Your help is needed to ensure residents and businesses in Mono County receive access to quality broadband by keeping $9,814,134 of funding available for these valuable projects.

COVID-19 illuminated the chasm that exists between those that had access to quality broadband and those that did not. By and large, rural areas of California are the most severely impacted by the lack of connectivity. With the signing of Senate Bill (SB) 156 in July 2021, not only was a historic level of investment in broadband infrastructure set in motion, but for the first time in state history, counties were named in statute as being among those that were able to own, operate, and maintain broadband infrastructure. As a result, the Golden State Connect Authority (GSCA) was formed in December 2021 to improve access to quality broadband for all who live in rural counties. GSCA is a Joint Powers Authority governed by one elected Supervisor from each of its forty members counties.

GSCA's model for broadband is open access, last mile, municipal fiber network to all its project areas across the 40 member counties. Open access means that GSCA will finance, construct, own, operate, and maintain the network infrastructure and invite providers on to the network to compete for customers, thus creating competition that will drive down price and improve choices for the customer. Last mile denotes the portion of broadband infrastructure that serves a community, delivering broadband directly to the location that has signed up for GSCA service. Municipal indicates that GSCA is a governmental entity representing and responsible to our member counties. Fiber describes the delivery system the network will employ – fiber is the "gold standard" and considered "future proof" within the industry.

The foundation of the GSCA network will be financed using programs established by SB 156. The financing for each of the proposed project areas consists of a combination of private investment resulting from the issuance of tax-exempt bonds by GSCA and grant dollars under the California Public Utilities Commission's (CPUC) Federal Fund Account (FFA) Last Mile Program. The bond issuance will be securitized by funds from the CPUC Loan Loss Reserve (LLR) Program, the presence of which is expected to allow for a rated bond issuance. This will encourage private investment in the bonds and potentially allow for a lower interest rate, thus

allowing GSCA to maximize the investment into the network to serve as many locations as possible. As soon as the bonds are repaid, GSCA will return the LLR funds to the state of California.

The GSCA model has been designed to be scalable and financially sustainable, not requiring on-going state or federal investment for operations. GSCA will provide a way for residents, businesses, and governmental entities in rural California to access quality broadband for educational, personal, public health and safety, and business needs that do not exist today. The open access, last mile, municipal fiber network model, while relatively new to California, is prominent in many other states across the US.

For GSCA to successfully execute on deploying this model of broadband for rural California, two SB 156 programs are very important and need to be preserved in the budget for FY 2024-2025, and beyond.

GSCA has submitted thirty-seven applications to the CPUC FFA Last Mile Program and a complimentary thirty-seven applications to the CPUC LLR Program. GSCA requires approval of both programs for each individual proposed project area to be advanced to construction.

The project area in Mono County includes the following requests for program funding and project impacts:

Total Project Cost	$9,814,134
FFA Last Mile Program Funding Requested	$6,074,134
Loan Loss Reserve Program Funding Requested	$3,740,000
Number of Miles of Network Proposed	36.54
Number of Locations in Proposed Project Area	1085

As the state budget process advances toward final budget decisions, we ask that you vote against any and all reductions or deferrals to both the CPUC FFA Last Mile Program and the CPUC LLR Program. Without both of these programs funded in full at remaining levels – no further reductions or deferrals – GSCA will not be able to deploy broadband infrastructure that will ensure residents and businesses in your district have access to quality broadband.

Please help us make a difference in the communities we collectively serve.

Sincerely,

John Peters
John Peters (May 31, 2024 16:39 PDT)

SUPERVISOR JOHN PETERS
MONO COUNTY BOARD CHAIR

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Community Development

TIME REQUIRED PUBLIC HEARING: 9:00 AM (20 minutes)

SUBJECT PUBLIC HEARING: Closeout of a Community Development California Development Block Grant Study of Special District Capacities

PERSONS APPEARING BEFORE THE BOARD Wendy Sugimura, Community Development Director

AGENDA DESCRIPTION:

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

Public hearing regarding final deliverables for the California Development Block Grant (CDBG) Technical Assistance funding to study the capacities of special districts to support housing development and increased density.

RECOMMENDED ACTION:

Conduct public hearing and receive public input. Review grant deliverables, make any desired edits, and adopt the resolution accepting the final deliverables and deeming the project complete. Provide any additional direction to staff.

FISCAL IMPACT:

Cost of consultant and staff time were funded by the $250,000 CDBG grant.

CONTACT NAME: Wendy Sugimura

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☑ YES ☐ NO

ATTACHMENTS:

Click to download
staff report
Resolution
1 RCI Special District Information
2 Special District Report Executive Summary
3 RCI Needs Assessment
4 RCI Capital Improvements

5 Upzoning Analysis
CDBG Public Hearing Notice

History

Time	Who	Approval
6/4/2024 9:35 AM	County Counsel	Yes
6/5/2024 9:51 AM	Finance	Yes
6/6/2024 12:46 PM	County Administrative Office	Yes

Mono County
Community Development Department

Planning Division

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

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

June 11, 2024

To: Mono County Board of Supervisors

From: Wendy Sugimura, Community Development Director
Kelly Karl, Planning Analyst

Re: **Public hearing** – CDBG Grant Close Out & Final Deliverables

BACKGROUND

In unincorporated Mono County, local utility infrastructure (e.g., water and sewer systems) limitations are a significant potential barrier to housing production. The specific limitations and opportunities associated with local utility infrastructure in the county have been an unstudied factor in local housing production and was prioritized by the Board in the 2018 Housing Program matrix.

The County applied for California Development Block Grant (CDBG) program funds in 2020 for the "Special Districts Needs Assessment" project and received a $250,000 award on February 11, 2021. This project required two rounds of Requests for Proposals (RFPs) (released on May 7, 2021, and September 14, 2021) due to lack of consultant responses. The County received one response from Resource Concepts, Inc. (RCI) in January 2022. The scope of work required additional refinement and negotiation with RCI which took place over the course of several months. The Board approved the contract with the finalized scope of work on May 10, 2022 (Total Contract Budget $237,455 and contract period May 10, 2022, through June 30, 2024).

The grant expenditure deadline is June 16, 2024, and CDBG funding requires a public hearing and adoption of a resolution (Attachment 1) by the Mono County Board of Supervisors to accept the final grant deliverables and close out the grant.

Please see below for a description of each of the three phases of this project, their associated milestones/ deliverables, and completion dates.

1. **Phase 1 – Baseline Survey and Outreach**
   Contract Completion Date: 12.31.2022
   Actual Completion Date: 04.07.2023
   - *Summary:* Phase 1 conducted extensive data gathering from Districts and provided information necessary to update the Municipal Service Review and Sphere of Influence Reports (Reports) for sixteen Special Districts in unincorporated Mono County.
   - *Deliverables:* All data gathered from the Districts as well as summary documents containing the information needed to update each Report (see Attachment 1). Revisions to the Reports are not part of

RCI's scope of work; Mono County Local Agency Formation Commission (LAFCO) staff is conducting the updates using RCI's summary documents.

2. **Phase 2 - Potential Housing Development & Service Capacity Analysis for Key Housing Element Sites**
   Contract Completion Date: 06.01.2023
   Actual Completion Date: 03.30.2024 (required multiple revisions)
   - *Summary:* Phase 2 evaluated the capacity of community water and/or sewer districts, including an analysis of capacity to support housing development under existing zoning with a focus on housing opportunity sites identified in the Housing Element, and a needs assessment of infrastructure barriers and opportunities. The communities of Bridgeport, Crowley Lake, June Lake, and Lee Vining were included.
   - *Deliverables:* Special Districts Needs Assessment Summary Reports for Bridgeport, Lee Vining, June Lake, Crowley Lake, and other identified opportunity sites. See Attachment 2 for an Executive Summary, and Attachment 3 for the reports provided by RCI.

3. **Phase 3 – Capacity Improvement Plan (CIP) for Special Districts**
   Contract Completion Date: 12.31.2023
   Actual Completion Date: 03.30.2024
   - *Summary:* Phase 3 included developing a Capacity Improvement Plan (CIP) with recommendations for Bridgeport, Crowley Lake, June Lake, and Lee Vining communities. The purpose was to identify potential projects that would increase capacity to support additional housing density.
   - *Deliverables:* Capacity Improvement Plans identifying specific projects, costs, and the estimated increase in housing units that could be supported. See Attachment 4.

DISCUSSION

The objectives of the Special District Needs Assessment were to answer the following questions:

A. Understand capacity of utilities provided by special districts (water, sewer, fire) within community areas to support housing development,
B. Evaluate utility service barriers to the development of certain Housing Opportunities Sites (as identified in the Housing Element),
C. Evaluate whether utility services provided by special districts could support an increase in zoning for housing density, and
D. Identify capital improvement projects that would increase special district capacity to support increased housing densities.

Objectives A, B, and D were addressed by the consultant's work. Due to the time constraints of working with the consultant team, staff completed the evaluation under C (see Attachment 5).

An overview of the data, analysis, and findings will be provided at the Board meeting. The evaluations indicate that capacity to meet "build out" under existing zoning is questionable, and likely capacity is not available to increase zoning density. The recommendation is to focus on capacity improvements and opportunities to remove barriers to the development of Housing Opportunity sites rather than increase zoning density.

A co-benefit of the project, which was not originally envisioned, is that the Economic Development Department is incorporating the capacity improvement projects into Mono County's Comprehensive Economic Development Strategy (CEDS) project list for potential funding.

For questions about these reports, please contact Wendy Sugimura at 760-924-1814 or wsugimura@mono.ca.gov.

ATTACHMENTS

1. Resolution R24-__
2. RCI Deliverable: Special District Summary Reports
3. County Deliverable: Executive Summary of the Special District Needs Assessment Project
4. RCI Deliverable: Phase 2 - Needs Assessments: Bridgeport, Lee Vining, June Lake, Crowley
5. RCI Deliverable: Phase 3 - Capital Improvement Plan
6. County Deliverable: Upzoning Analysis
7. Public Hearing Notice

R24-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS ACCEPTING THE FINAL DELIVERABLES FOR THE "SPECIAL DISTRICT NEEDS ASSESSMENT" PROJECT, AND DEEMING THE PROJECT COMPLETE AND READY TO PROCEED WITH DISENCUMBERING REMAINING CDBG GRANT FUNDS, AND GRANT CLOSE OUT

WHEREAS, in unincorporated Mono County, local utility infrastructure (e.g., water and sewer systems) limitations are a significant and unstudied potential barrier to local housing production; and

WHEREAS, the Mono County Board of Supervisors identified in 2018 Housing Program matrix the need to understand the utility improvements needed to best support housing production in Mono County; and

WHEREAS, Mono County applied in 2020 and was officially awarded $250,000 in Planning and Technical Assistance funds (Contract No. 20-CDBG-12074) through the Community Development Block Grant (CDBG) program on February 11, 2021, for the "Special District Needs Assessment" project; and

WHEREAS, Mono County initiated two rounds of Requests for Proposals (RFPs) (released on May 7, 2021, and September 14, 2021) for the "Special District Needs Assessment" project due to lack of consultant responses, and finally received one response from Resource Concepts, Inc. (RCI) in January 2022; and

WHEREAS, after additional scope of work refinement and negotiation with RCI, the Board approved the RCI contract on May 10, 2022 (total Contract Budget $237,455 and contract period May 10, 2022, through June 30, 2024); and

WHEREAS, the project was divided into three phases; and

- Phase 1 Baseline Survey and Outreach: Deliverables are summary documents containing the information needed to update sixteen Municipal Service Review and Sphere of Influence Reports);
- Phase 2 Potential Housing Development & Service Capacity Analysis for Key Housing Element Sites: Deliverables are Special Districts Needs Assessment Summary Reports for Bridgeport, Lee Vining, June Lake, Crowley Lake, and other identified opportunity sites. See Attachment 2 for an Executive Summary, and Attachment 3 for the reports provided by RCI;
- Phase 3 Capacity Improvement Plan (CIP) for Special Districts: Deliverables are CIPs identifying specific projects, costs, and the estimated increase in housing units that could be supported.

WHEREAS, RCI completed their scope of work and submitted the above referenced deliverables were on April 7, 2023, for Phase 1 and March 30, 2024, for Phases 2 and 3; and

WHEREAS, The objectives of the Special District Needs Assessment were to answer the following questions; and

A. Understand capacity of utilities provided by special districts (water, sewer, fire) within community areas to support housing development,

B. Evaluate utility service barriers to the development of certain Housing Opportunities Sites (as identified in the Housing Element),

C. Evaluate whether utility services provided by special districts could support an increase in zoning for housing density, and

D. Identify capital improvement projects that would increase special district capacity to support increased housing densities.

WHEREAS, project objectives A, B, and D were addressed by the consultant's work, objective C was completed by Mono County staff due to the time constraints of working with the consultant team; and

WHEREAS, the grant expenditure deadline is June 16, 2024, and CDBG funding requires a public hearing by the Board accepting the final grant deliverables in order to submit them and close out the grant; and

WHEREAS, an overview of the data, analysis, findings, and project deliverables was provided during a duly noticed public hearing at the June 11 the Board meeting; and

WHEREAS, the Board will be required to disencumber the remaining 20-CDBG-12074 funds at closeout (below is the total consultant costs and the running total final staff time costs will be determined at the end of the quarter).

Activity	**CDBG Grant 20-CDBG-12074 Awarded $250,000**	**CDBG Program Income**
Special District Needs Assessment (Resource Concepts, Inc.)	$236,718.25	$237,500.00
General Administration	$3,393.24	$12,500.00
Total	**$240,111.49**	**$250,000.00**

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

SECTION 1: The foregoing recitals are true and correct.

SECTION 2: The project deliverables listed above are deemed complete and formally accepted by the Board.

SECTION 3: The "Special District Needs Assessment" project is complete and ready for the grant close out process.

SECTION 4: All remaining CDBG funds for 20-CDBG-12074 shall be disencumbered at closeout.

PASSED, APPROVED and **ADOPTED** this 11th day of June 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

/
//
///
////

_____
John Peters, Chair
Mono County Board of Supervisors

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:

_____
County Counsel

Antelope Valley FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Infrastructure	The Coleville station was constructed in 2008 and provides adequate facilities to serve the district.
1	Infrastructure	The district currently has adequate staffing.
1	Infrastructure	AVFPD has identified the need for static water supplies in strategic locations within the District area. The district prepared special tax assessments measures in 2018 and 2020 which were not approved.
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the Antelope Valley FPD is projected to increase at a rate of 0.5% similar to Mono County and Douglas County, NV. The are impacted by the Mountain View Fire is re-building and repopulating.
1	Financing	AVFPD relies primarily on strike team revenues and property tax revenues. The Fire Mitigation Fee has not been updated and has been waived for 19 Mountain View Fire rebuilds.
3	Local Accountability	Meeting notices and agendas are posted at the district office, at the post office, on the community bulletin board. The District maintains a Facebook page but does not post agendas or other information required by SB 929.
4	SOI Recommendation	SOI is not coterminous on maps. SOI shows as an island of parcels in Little Antelope Valley.
5	Reorganization	2009 MSR describes potential AVFPD and Antelope Water District consolidation. Officials from both entities are not planning and don't support reorganization.
7	Population Characteristics	953 parcels, 563 developed parcels in the district and 1021 structures. (Doesn't included loss of structures from Mountain View Fire) Population 2020: 1,402. Population 2010: 1,266 Growth rate from 2010 to-2020 was 10%
9	Housing	There 465 households and 592 housing units.
9	ISO Rating	The ISO rating is 5/5Y.
10	Local Fire History	Include description of Mountain View Fire and recovery from added narrative.
11	Figure 2 Hazard Areas	When 2023 FHSZ maps are available update exhibit map.
12	Fire Safe Standards and FSC	California Board of Forestry\CalFire adopted new Fire Safe Regulations in 2020 that increase requirements for new development in high wildfire hazard areas. CalFire is in the process of adopting new Fire Hazard Severity Zone maps. Across Mono County and for AVFPD hazard classification are

		increasing in general. There is no established or active Fire Safe Council in Antelope Valley.
12	Issues of concern	*Add:* The district is planning to improve fire protection water supplies but funding is not available. Recovery from the Mountain View Fire continues with uncertainty about re-population. Nineteen out of approximately 80 homes destroyed have been reconstructed.
13	Fire Suppression	There are 20 firefighters.
14	Services and Programs	No current information about training levels of staff.
15	Facilities and Apparatus	Coleville (Larson Lane) station is now the main station. See fire station and apparatus table.
16	Communications	See general discussion of Countywide Communications.
17	Revenue and Expenditure	Financial Statement numbers are append to the end of the report.
	Personnel	Current staffing is 20.
18	Apparatus	Fleet status has improved with newer equipment recently purchased. Engine and water tender upgrades or replacement are a need.
19	Water supply	Existing fire suppression systems outside of Liberty Housing may not meet flow standards. District has need for three (3) water storage locations per Measure M.
21	Growth and Population	2009 MSR protected population of 1936, actual was 1402. Project growth at rate similar to the County overall. Recovery of population to Mountain View fire is key to restoring homes and residents.
22	Financing Constraint	Updated financial info. Doesn't include detail on transfer from MWTC for calls to Liberty Housing.
24	Property taxes	In 2018 and 2022 the District proposed special property tax assessment measures to fund new static water storage tanks and firefighter positions. Both measures were unsuccessful.
24	Rate Restructuring	Fire mitigation fees have been waived for Mountain View recovery.
25	Opportunities for shared facilities	Section discussed wildland fire hazards. Proposed FHSZ would increase fire hazard rating for AVFPD area. New wildfire CWPP, Fire Safe Council, and County fuels programming to coordinate.
27	Government Structure	Officials from both entities are not planning to pursue and don't support reorganization.
28	Management Efficiencies	ISO rating is 5/5Y.
29	Local Accountability - AVFPD	Meeting notices and agendas are posted at the district office, at the post office, on the community bulletin board. The District maintains a Facebook page but does not post agendas or other information required by SB 929.
29	Management Efficiency -	ISO rating is 5/5Y.
29	Local Accountability & Governance	Meeting notices and agendas are posted at the district office, at the post office, on the community bulletin board. The District maintains a Facebook page but does not post agendas or other information required by SB 929.

31	Population	953 parcels, 563 developed parcels in the district and 1021 structures. (Doesn't included loss of structures from Mountain View Fire) Population 2020: 1,402. Population 2010: 1,266
31	Table 6 Buildout	Recommend removal of buildout figures.
32	Adequacy of Public Services	ISO rating is 5/5Y.
33	SOI Recommendation	SOI is not coterminous on maps. SOI shows as an island of parcels in Little Antelope Valley.
33	Reorganization Recommendation	2009 MSR describes potential AVFPD and Antelope Water District consolidation. Officials from both entities are not planning and don't support reorganization.
33	References	AVFPD records California State Controller's Office California State Department of Finance Mono County General Plan US Census,
34	Persons Consulted	Don Simpson, Fire Commissioner Richard Nalder, Fire Chief Mike Lightfoot, Fire Chief MWTC Fire Department Olga Gilbert, Secretary Dwaine Chichester, Antelope Valley Water District

Table 1: Antelope Valley Fire Protection District Revenues and Expenses

ANTELOPE VALLEY FIRE PROTECTION DISTRICT
STATEMENTS OF ACTIVITIES - MODIFIED CASH BASIS
FOR THE YEARS ENDED
JUNE 30, 2021 AND 2020

	2021	2020
Governmental activities		
Expenses		
Services and supplies	$ 901,244	$ 730,354
Total expenses	901,244	730,354
Program revenues		
Reimbursements	940,920	499,949
Charges for services	29,617	30,218
Total program revenues	970,537	530,167
Net program revenues	69,293	(200,187)
General revenues		
Property taxes	178,134	173,612
Mitigation fees	2,532	-
Use of money and property	16,478	10,306
Donations	-	3,160
Other revenues	141,055	29,519
Total general revenues	338,199	216,597
Change in net position	407,492	16,410
Net position, beginning of year	1,049,924	1,033,514
Net position, end of year	$ 1,457,416	$ 1,049,924

Birchim CSD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current.*
i	Table of Contents	*Update following document content update.*
1	2. Growth and Population Projections for the Affected Area	• The population in Sunny Slopes (Birchim Community Services District) is projected to increase to 146 by 2030, creating an increased demand for water and sewer services. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
1	4. Cost Avoidance Opportunities	• Integrated planning, especially long-range planning, is an important part of cost avoidance. BCSD previously developed a long-term 10-Year Plan that assessed future infrastructure and service needs and identified projects to meet those needs. A new 10-Year Plan has not been developed to encompass current and future needs.
2	8. Evaluation of Management Efficiencies	• BCSD previously developed a long-term 10-Year Plan that assessed future infrastructure and service needs and identified projects to meet those needs. A new 10-Year Plan has not been developed to encompass current and future needs.
6, 8	Population Characteristics	…100 parcels in the district, including 69 developed parcels. …150 residents. Population data from the 2020 US Census show the population of Sunny Slopes to be 139 in 2020 (www.census.gov). in 2020, there were 37 households in Sunny Slopes (www.census.gov).
8	Water Use	In 2020, BCSD's annual water demand was 14,354,604 gallons.
8	District Planning	The BCSD previously developed a long-term 10-Year Plan that assessed future infrastructure and service needs and identified projects to meet those needs. A fee increase implemented in 2007 by BCSD was calculated to meet loan obligations at that time as well as infrastructure and service needs until 2017. A new 10-Year Plan has not been developed to encompass current and future needs.
8	District Issues of Concern	• Updating infrastructure – providing updated pipelines, a backup storage tank, shut-off valves, a backup generator, and individual water meters.
9	District Finances	The BCSD's Balance Sheets for 2020 and 2021 are attached to this document as Appendix A.
10	BCSD	The BCSD previously developed a long-term 10-Year Plan that assessed future infrastructure and service needs and identified projects to meet those needs. A fee increase implemented in 2007 by BCSD was calculated to meet loan obligations at that time as well as infrastructure and service

		needs until 2017. A new 10-Year Plan has not been developed to encompass current and future needs.
11	Determinations	• BCSD previously developed a long-term 10-Year Plan that assessed future infrastructure and service needs and identified projects to meet those needs. A new 10-Year Plan has not been developed to encompass current and future needs.
10-11	Existing and Anticipated Residential Growth Patterns in Sunny Slopes	The 2020 US Census counted 37 households and 139 people residing in Sunny Slopes. Mono County GIS estimated that there are 100 parcels in Sunny Slopes, including 69 developed parcels. The BCSD currently has a moratorium on lot splits (including the construction of mother-in-law units) within the district. Future residential growth would be limited to currently undeveloped lots.
12	Residential Population Projections	Population data from the 2020 US Census and California Department of Finance population estimates show the residential population of Sunny Slopes to be 139 in 2020. In 2020, there were 37 households in Sunny Slopes. The population in Sunny Slopes is projected to increase to 146 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
12	Determinations	• The residential population of Sunny Slopes to be 139 in 2020. In 2020, there were 37 households in Sunny Slopes. The population in Sunny Slopes is projected to increase to 146 by 2030.
12	BCSD	The BCSD has a financial strategic plan that was developed in cooperation with the USDA as part of a loan-grant package received in 2007 for the construction of a new well. This financial strategic plan has not been updated.
13	BCSD	The district previously developed a long-term plan and participates in cost-sharing by purchasing insurance at a group rate through the Rural Special Districts Services Association.
13	Determinations	• The district previously developed a long-range plan that covered 2007-2017. A new 10-Year Plan has not yet been developed to encompass current and future needs.
17	8. Evaluation… BCSD	The district has an Annual Budget and previously developed a long-term 10-Year Plan….
17	Determinations	The district has a budget and a previously developed long-term plan…
19	Present and Planned Land Uses	The Mono County GIS estimates that there are 100 parcels in the district, including 69 developed parcels. Population data from the 2020 US Census and California Department of Finance population estimates show the population in the Sunny Slopes area was approximately 139 in 2020 (Census 2020). In 2020, there were 37 households in the Sunny Slopes area.
	References Consulted	Birchim PUD records California State Controller's Office California State Department of Finance

		Mono County General Plan US Census
	Persons Consulted	Linda Monreal, part-time district employee

Table 1: Bridgeport Public Utility District Revenues and Expenses

Fiscal Year Ending ####

	Water System	Sewer System	Total
Operating Revenues			
Fees			

Bridgeport FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the Bridgeport FPD is projected to increase at a rate of 0.5%; similar to Mono County.
1	Infrastructure Needs	BFPD has identified the need for fire station improvements and an addition.
3	Evaluation of Management Efficiencies	BFPD has adequate staffing to meet current and future needs. There are 20 firefighters.
3	Local accountability	BFPD post agendas locally and maintains a website. The website does not include agenda postings, compensation, enterprise systems, or financial reports as required by SB 929. The Board of Fire Commissioners meetings are bi-annual and limited opportunity for public participation compared to monthly meetings.
4	Planned Land Uses	The USFS Bridgeport Ranger District housing project to connect to BPUD water would allow for improvements to fire suppression water at an existing site currently served by BFPD.
6	Population Characteristics	598 parcels, 573 developed parcels in the district and 940 structures. Population 2020: 598. Population 2010: No data
9	Housing	There 235 households and 592 housing units.
10	Figure 2 Hazard Areas	When 2023 FHSZ maps are available update exhibit map.
12	Fire Safe and FSC	California Board of Forestry\CalFire adopted new Fire Safe Regulations in 2020 that increase requirements for new development in high wildfire hazard areas. CalFire is in the process of adopting new Fire Hazard Severity Zone maps. Across Mono County and for BFPD hazard classification are increasing in general. There is no established or active Fire Safe Council for Bridgeport proper. The FSC organized for Twin Lakes is inactive.
11	Issues of concern	Fire station improvements needed. Mono County NG911 mapping of addresses is complete to improve dispatch and operations.
12	Fire Suppression	There are 20 firefighters, half commute to work out of the District. Full time and seasonal residents staff the Twin Lakes fire station.
14	Communications	See general discussion of Countywide Communications. BFPD will need to use legacy and CRIS radio systems to maintain interoperability with Federal and Nevada agencies.
15	Service Activity	BFPD responded to 105 calls in 2021.
15	Funding and Budget	BPFD is working on a backlog of audited financial reports back to 2014. 2014 financial statement and 2022 adopted budget are attached.
18	Apparatus	BFPD needs a Type 6 brush truck and is pursuing a grant for funding.

25	Opportunities for shared facilities	Section discussed wildland fire hazards. Proposed FHSZ would increase fire hazard rating for BFPD area. New wildfire CWPP, Fire Safe Council, and County fuels programming to coordinate.
26	Management Efficiencies	The District had an unrestricted fund balance of approximately $27,000 in 2014 with an operating fund balance of approximately $322,000 held by Mono County Auditor in the Mono County Investment Pool
27	Local Accountability	BFPD post agendas locally and maintains a website. The website does not include agenda postings, compensation, enterprise systems, or financial reports as required by SB 929. The Board of Fire Commissioners meetings are bi-annual and limited opportunity for public participation compared to monthly meetings.
27	Transparency	BFPD post agendas locally and maintains a website. The website does not include agenda postings, compensation, enterprise systems, or financial reports as required by SB 929. The Board of Fire Commissioners meetings are bi-annual and limited opportunity for public participation compared to monthly meetings.
29	Planned Land Uses	USFS Bridgeport Ranger District proposed improvements to existing housing site are located within BFPD district boundaries and currently served by the District. No SOI changes required.
29	Planned Land Uses	598 parcels, 573 developed parcels in the district and 940 structures. Population 2020: 598. Population 2010: No data
32	References	BFPD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
32	Persons Consulted	Tom Mullinax, Fire Chief Lelynn Ditler, Administrative Assistant

Table 1: Bridgeport Fire Protection District Adopted Budget

Bridgeport *Fire* Department			
Budget - FY 2022 - 2023			
Expenditures	FY 21/22	Actual	2022/2023 Budget
Equipment Purchase			
Scba Bottles	5,500	0	19,056
Scba Packs	2,500	0	7,000
New Turnouts		0	
Grant Match Funds	10,000	0	10,000
Fire Truck Purchase		0	
Total	**18000**	**0**	36,056
Maintenance			
Mask fit test		0	
SCBA Bottle Hydro		0	
Vehicle /Pump Maintenance	21,000	2365.4	21,000
Radio Equipment	4,000	0	12,000
Hydrant Repair	3,000	0	3,000
Hydrant Maintenance	1,500	0	1,500
Misc. Equipment	5,000	560	5,000
Total	**34500**	**2925.4**	42,500
Insurance			
UIS Insurance	13,600	14238	16,320
FASIS	12,400	12505	14,880
Total	**26000**	**26743**	31,200
Computer Software			
Quick Books	500	373.99	500

ESO	1,000	737.59	1,000
E-Dispatch	1,000	786	1,000
Website	900	900	900
Fire House/EMS	1,600	0	1,600
Microsoft Office		0	
Fox Internet		0	
Total	**5000**	**2797.58**	5,000
Wages	FY - 20/21		
Meeting Stipends	4,800	1040	4,800
Yearly Payroll	29,000	27960	29,000
Total	**33800**	**29000**	33,800
Utilities			
Electricity	3,700	2280.1	4,070
Propane	4,500	4120.19	4,950
Phone / Fax	1,200	750.95	1,200
Trash	500	441	550
Total	**9900**	**7592.24**	10,770
Miscellaneous			
Magazines	50	0	50
Visa Tax		0	
SAM	1,000		1000
USDA Permit	500	0	500
Total	**1550**	**899**	1550
District Expense's			
Training & Travel & Meals	15,000	496	15,000
Fuel	5,000	3761.97	6,000
Licenses & Certifications	500	121.6	500
Medical Supplies / AED	800	0	800
Personnal / Safety Supplies	5,000	2036	5,000
Cleaning Supplies	1,200	0	1,200
Office Supplies	1,500	325	1,500
Building Maintenance	5,000	0	5,000

Tax Admin. Fees	7,000	0	7,000
Christmas		2197.73	
Audit	3,600	0	26,000
Total	**44600**	**8938.3**	68,000
~ Total Expenditures ~	184542.99	**73840.52**	228,876
Medic 6 Draw:	30000	30000	**258,876**
County Balance:	$726,679.00		
Medic 6 Balance:	$34,519.00		
	$761,198.00		

Table 1: Bridgeport Fire Protection District 2014 Financial Statement

BRIDGEPORT FIRE PROTECTION DISTRICT
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES AND STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
For the Year Ended June 30, 2014 and 2013

	2014			2013		
	General Fund	Adjustments (Note 6)	Statements of Activities	General Fund	Adjustments (Note 6)	Statements of Activities
REVENUES						
Taxes and assessments	$ 144,467	$ -	$ 144,467	$ 144,588	$ -	$ 144,588
County services	9,000	-	9,000	9,000	-	9,000
First responder	7,500	-	7,500	7,500	-	7,500
Interest income	2,633	-	2,633	3,274	-	3,274
Donations	-	-	-	900	-	900
TOTAL REVENUES	163,600	-	163,600	165,262	-	165,262
EXPENDITURES/EXPENSES						
Salaries, wages and benefits	32,731	-	32,731	34,118	-	34,118
Board stipends	1,635	-	1,635	1,870	-	1,870
Fire protection services	7,522	-	7,522	17,298	-	17,298
Insurance	22,473	-	22,473	20,543	-	20,543
Repairs and maintenance	30,729	-	30,729	26,453	-	26,453
Utilities	10,700	-	10,700	10,527	-	10,527
Professional services	6,848	-	6,848	9,460	-	9,460
Computer software	355	-	355	1,227	-	1,227
Office expense	1,064	-	1,064	1,916	-	1,916
Depreciation	-	23,590	23,590	-	26,119	26,119
Capital outlay	70,226	(70,226)	-	-	-	-
TOTAL EXPENDITURES/EXPENSES	184,283	(46,636)	137,647	123,412	26,119	149,531
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(20,683)	46,636	25,953	41,850	(26,119)	15,731
FUND BALANCE/NET POSITION, BEGINNING OF YEAR	369,367	339,662	709,029	327,517	365,781	693,298
FUND BALANCE/NET POSITION, END OF YEAR	$ 348,684	$ 386,298	$ 734,982	$ 369,367	$ 339,662	$ 709,029

Bridgeport PUD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current.*
i	Table of Contents	*Update following document content update.*
1	2. Growth and Population Projections for the Affected Area	The population in the area served by the Bridgeport PUD is projected to increase to 581 by 2030, creating an increased demand for services. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
1	5. Opportunities for Rate Restructuring	*Add:* The PUD Board has identified the desire to investigate the possibility of reducing rates for PUD customers. Current rates reflect a change in conjunction with construction of a water treatment facility.
5, 7	Population Characteristics	448 parcels in the district, including 328 developed parcels. 450 residents within the district. Population data from the 2020 US Census and California Department of Finance population estimates show the population of the Bridgeport Valley to be 553 in 2020 and 575 in 2010 (Data.Census.gov). In 2010, 0.8 percent of the population in the Bridgeport Valley was under 5 years old, 20.7 percent was under 18 years old, 62.1 percent was 18 to 64, and 17.2 percent was over 65 (Table 9, Mono County Housing Element). In 2020, there were 170 households in the Bridgeport Valley.
7	Services Provided	The district currently has 258 water connections and 96 sewer connections.
8	District Issues of Concern	The district has indicated the primary issues of concern include: • High monthly rates for ratepayers. • Lack of redundant water operator staffing. • High maintenance level for water treatment facility;
8	Water Distribution	*Delete:* No major expansions of the water system are planned at this time. *Add:* An approximately 4-mile water main extension is planned to serve up to 15 new connections for U.S. Forest Service housing.
8	District Personnel	The district currently has three (3) full time employees: one (1) administrative assistant, one (1) Field and Operations Manager (Grade 1 Operator) , and one (1) Operator in Training.
10	Table 1	*Refer to updated Table 1 at the end of this document.*
13	Population Projections	The population in the area served by the Bridgeport FPD is projected to increase to 581 by 2020, creating an increased demand for services. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.

13	PUD	*Add:* The district is repaying a loan (15-20 yrs remaining) for a water main replacement to a housing tract.
15	PUD – Property Taxes	In California, the maximum property tax assessed on any land is generally 1% of the property's value.
15	Customer Use/Service Charges	Usage fees are a flat rate based on an increase to satisfy grant requirements for the arsenic treatment facility. The current monthly rates for residential service are: $94.96 for water and $78.54 for sewer for a single-family residence. There are no current plans for an annual increase.
15-16	Determinations	Usage fees are a flat rate based on an increase to satisfy grant requirements for the arsenic treatment facility. The current monthly rates for residential service are: $94.96 for water and $78.54 for sewer for a single-family residence. There are no current plans for an annual increase.
18	PUD	Meeting notices and agendas are posted at the district office, at the post office, on the community bulletin board, and on the district's website.
19	Discussion:	448 parcels in the district, including 328 developed parcels. Population in the Bridgeport Valley was approximately 553 in 2020. In 2020, there were 170 households in the Bridgeport Valley.
23	References Consulted	BPUD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
23	Persons Consulted	Bridgeport Public Utility District Jeff Simpson, Board President

Table 1 – Water Activity Revenues and Expenses – Fiscal Year 2021-2022

Operating Revenues	$712,576
Non-Operating Revenues	$29,648
Total Revenues	**$742,224**
Expenses	
Depreciation	$252,186
Other operating expenses	$466,058
Non-operating expenses	$77,587
Total Expenses	**$795,831**
Excess Revenues over expense	**($53,607)**
Capital Contributions	$15,974
Change in net position	**($37,633)**
Net position, beginning of year	**$7,676,219**
Net position, end of year	**$7,638,586**

Chalfant Valley CSD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Infrastructure Needs	CVCSD has identified the need for an addition and remodeling improvements to the fire station. The District has recently improved wells and water supply for the fire station. Parcels not located within mutual water company service areas are served by individual well and septic systems and lack fire hydrants.
1	Growth and Population Projections for the Affected Area	The population in the area served by the Chalfant Valley CSD is projected to increase at a rate of 0.5%; similar to Mono County. The White Mountain Estates subdivision is currently under construction with approximately 50% buildout. White Mountain Estates has adequate fire protection water supply provided by White Mountain Mutual Water Company.
6	Reorganization Recommendation	2009 MSR describes potential CVCSD and WMFPD consolidation. The respective districts have discussed reorganization recently and prefer individual districts.
8	Population Characteristics	509 parcels, 298 developed parcels, and 467 structures. Population 2020: 660. Population 2010: 651 Growth rate from 2010 to-2020 was less than 1%.
9	Housing	There 309 households and 313 housing units.
10	ISO Rating	The ISO rating is 5/5Y an improvement from the 2009 MSR rating of 9.
11	Figure 2 Hazard Areas	When 2023 FHSZ maps are available update exhibit map.
12	Fire Safe and FSC	California Board of Forestry\CalFire adopted new Fire Safe Regulations in 2020 that increase requirements for new development in high wildfire hazard areas. CalFire is in the process of adopting new Fire Hazard Severity Zone maps. Proposed FHSZ updates in 2023 would not increase fire hazard rating of Moderate for the CVCSD district area.
12	Issues of concern	The district priorities are recruitment of firefighters and EMTs and addition to the fire station.
14	Services and Programs	No current information about training levels of staff.
15	Facilities and Apparatus	Coleville (Larson Lane) station is now the main station. See fire station and apparatus table.
16	Service Activity	The District responded to 38 calls in 2022 and 44 calls in 2021. Per ICMEA the District provided 13 medical transports in 2021.
18	Personnel	There are 14 firefighters. Many firefighters commute to work in Bishop.
18	Apparatus	The District has made improvements to the fleet age and condition through replacement of equipment.
19	Dispatch and Communications	Due to topography and location of wireless infrastructure the availability and reliability of radio and wireless communications to dispatch calls and

		operate during incidents as been an issue. Mono County is pursuing upgrades of Countywide emergency and dispatch communications to the California Radio Interoperability System (CRIS). CVCSD has identified the need for improved regional radio communication and District radio equipment as a need due to the radio system changes.
19	Water supply	The District has installed a new well to provide adequate water supply to the fire station. White Mountain Estates is the newest subdivision in the District and is currently building out. White Mountain Estates is served by a mutual water company and includes fire hydrants and adequate water storage.
21	Population Characteristics	509 parcels, 298 developed parcels, and 467 structures. Population 2020: 660. Population 2010: 651 There 309 households and 313 housing units.
22	Financing Constraints	CVCSD relies primarily on reimbursement from Mono County for ambulance services, strike team reimbursements, and property taxes. As White Mountain Estates subdivision is constructed mitigation fees revenues have been steady.
24	Rate Restructuring	Fire mitigation fees are not changed, $1,991 per unit and $2.71 per S.F. commercial. The District has included updates for fees as a Five Year Plan strategy.
21	Growth and Population	Visitor and traffic growth is expected to be similar to the Eastern Sierra region. New development is primarily located at White Mountain Estates. The District issues will serve letters.
25	Cost Avoidance Opportunities	CVCSD and WMFPD worked on a joint fire station and training facilities proposed for Hammil in 2013. The project is not a current priority capital project for either district.
26	Wildland fire hazards	Section discussed wildland fire hazards. Proposed FHSZ updates in 2023 would not increase fire hazard rating of Moderate for the CVCSD district area.
26	EMS	WMFPD and CVCSD provide ALS ambulance service within the District per MOU with Mono County.
29	Government Structure	2009 MSR describes potential CVCSD and WMFPD consolidation. The respective districts have discussed reorganization recently and prefer individual districts.
29	Local Accountability -	Meeting notices and agendas are posted at the Fire Station, Post Office, and Community Center. The District does not post agendas to their Facebook page.
29	Management Efficiency -	The District has adopted a Strategic Five Year Growth Plan that describes needed apparatus and equipment improvements. The Plan describes the needs for facility improvements and review of Fire Impact Mitigation Fee. The District has 14 firefighters and an adequate level of trained firefighters and EMTs.
30	ISO Rating	ISO rating is 5/5Y.
30	Transparency	CVCSD posts agendas to local posting sites. The district does not maintain website with agenda postings or District records. The District maintains a

		Facebook site.
32	Present and Planned Land Uses	509 parcels, 298 developed parcels, and 467 structures. Population 2020: 660. Population 2010: 651 Growth rate from 2010 to-2020 was less than 1%.
32	Need for Public Facilities and Services	The District has identified the need for a fire station addition and remodel to support additional equipment and meet current standards.
33	Present Capacity of Public Facilities	District successfully lower ISO rating since 2009 MSR from 9 to 5/5Y.
34	Reorganization Recommendation	2009 MSR describes potential CVCSD and WMFPD consolidation. The respective districts have discussed reorganization recently and prefer individual districts.
35	References	CVSD Records California State Controller's Office California State Department of Finance US Census Mono County General Plan Mono County OpenData
35	Persons Consulted	Steve Lindemann, Fire Chief Gina Barsi, Fire Commissioner Dave Doonan, WMFPD

Table 1: Chalfant Valley Fire Protection District Revenues and Expenses

CHALFANT VALLEY FIRE DEPARTMENT
STATEMENTS OF ACTIVITIES
MODIFIED CASH BASIS
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
Governmental activities		
Expenses		
Services and supplies	$ 114,377	$ 94,107
Total expenses	114,377	94,107
General revenues		
Property taxes	119,956	112,839
Mitigation fees	17,919	7,964
Intergovernmental revenues	16,283	8,500
Interest	4,320	6,073
Other	12,085	13,384
Total revenues	170,563	148,760
Change in net position	56,186	54,653
Net position, beginning of year	458,665	404,012
Net position, end of year	$ 514,851	$ 458,665

Hilton Creek CSD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current.*
i	Table of Contents	*Update following document content update.*
1	2. Growth and Population Projections for the Affected Area	• The residential population in the Hilton Creek CSD service area is projected to increase to 1,083 by 2030, creating an increased demand for water and sewer services. This growth is based on a 1.0% population increase year over year. This figure was used as a conservative estimate based on the population increasing between 2010 and 2020.
5	Population Characteristics	There are 538 parcels in the district, including 396 developed parcels. Population data from the 2020 US Census and California Department of Finance population estimates show the population of the Hilton Creek CSD service area to be 980 in 2020. In 2020, there were 399 households in the Hilton Creek CSD service area.
7	Sewer Treatment and Disposal	The district currently has 373 sewer connections within its district boundaries and there are approximately 112 vacant lots within the district for future connections. The district estimates it serves approximately 1,000 to 1,200 residents.
7	Other Services	In addition to sewage collection and disposal and snow removal/road maintenance, the district formerly but no longer provides limited mosquito abatement activities.
7	District Planning	The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.
8	District Issues of Concern	*Add:* • The district has recently experienced significant staff turnover due to retirement and the associated loss of historical knowledge.
8	District Personnel	The district typically employs a district manager and a part-time secretary. Currently, the district is operating with a contract operator and operator in training in lieu of a district manager. The operator in training will assume the role of district manager once they are certified as a sewer treatment operator.
8	District Finances	As of March 2023, the Capital Reserve fund balance was approximately $52,902.34. The total sewer fund balance was $511,200.79. The total Juniper Drive fund balance was $423,531.32.
9-10	Table 1	*Refer to updated Table 1 at the end of this document.*

11	1. Infrastructure Needs and Deficiencies… CSD	The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.
11	Determinations	• The district needs to continue developing long-term planning documents that assess future infrastructure and service needs, identify projects to meet those needs, determine the costs associated with identified projects, and outline a financial plan to pay for future needs and service. • The district has adopted a Capital Improvement Plan (CIP) to support the proposed rate study. The CIP includes approximately $650,000 in improvements including wastewater treatment plant clarifier replacements and emergency generator. The adopted Rate Study describes that long term capital improvement plans are a need.
12-13	Residential Population Projections	Population data from the 2020 US Census and California Department of Finance population estimates show the residential population in the Hilton Creek CSD service area to be 980 in 2020. In 2020, there were 399 households in the Hilton Creek CSD service area. The residential population is projected to increase to 1,083 by 2030, creating an increased demand for water and sewer services. This growth is based on a 1.0% population increase year over year. This figure was used as a conservative estimate based on the population increasing between 2010 and 2020.
13	Determinations	• The residential population in Hilton Creek is projected to increase to 1,083 by 2030, creating an increased demand for water and sewer services.
13	3. Financing Constraints and Opportunities…CSD	As of March 2023, the Capital Reserve fund balance was approximately $52,902.34. The total sewer fund balance was $511,200.79. The total Juniper Drive fund balance was $423,531.32. The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year. Per the adopted Financial Planning, Revenue Requirements, Cost of Service, and Rate Setting Analysis the District has identified financial goals: Increase operating reserves to $150,000,
13-14	Determinations	• The district should continue to develop long-term planning documents that identify needed capital facilities and the costs associated with developing those facilities.
14	4. Cost Avoidance… CSD	The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.
14	Determinations	• The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.

		• The district should continue to develop long-term planning documents.
15	5. Opportunities for Rate Restructuring… CSD	The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.
15	Determinations	• Each sewer customer pays monthly sewer fees, based on the type of connection. The district is in the process of increasing rates based on a rate study adopted February 2023.
18	8. Evaluation… CSD	The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year. The CSD develops long-range goals and objectives as part of a 5-year Capital Budget plan.
17	Determinations	• The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year. • The district should develop additional long-range planning documents, including financial plans, in order to maintain its service levels while providing for the needs of future development.
18-19	9. Local Accountability… CSD	Meeting notices and agendas are posted locally, at the Crowley Lake Store, Crowley Lake Library, and the Crowley Lake Community Center. The district maintains a website where agendas are available. The website meets minimum requirements of SB 929 for posting agendas, financial statements, compensation, and enterprise systems.
20	Present and Planned Land Uses	There are 538 parcels in the district, and 396 developed parcels. Population data from the 2020 US Census and California Department of Finance population estimates show the population in the Hilton Creek CSD service area was approximately 980 in 2020. In 2020, there were 399 households in the Hilton Creek CSD service area.
21-22	3. Present Capacity…	… The district also provides road maintenance and snow removal services to a Zone of Benefit within its boundaries. The district formerly but no longer provides limited mosquito abatement activities. … The district is in the process of increasing rates based on a rate study adopted February 2023. The district proposes to complete a public hearing and vote on the increased rates per Proposition 218 this year.
23	Reorganization	Regional service providers include Mountain Meadows Mutual Water Company (HCCSD) and Crowley Lake Mutual Water Companies. At this time, HCCSD and the mutual water companies are not pursuing consolidation.
24	District Maps	Maps describing the overlap between Birchim CSD and Hilton CSD boundaries. Minor updates may include School District ballfield site and wastewater treatment plant as part of district boundary.
	References Consulted	HCCSD records

		HCCSD Financial Planning, Revenue Requirements, Cost of Service, and Rate Setting Analysis California State Controller's Office California State Department of Finance Mono County General Plan US Census
	Persons Consulted	Lorinda Beatty, HCCSD
		•

Table 1 – Hilton Creek CSD Balance Sheet – Fiscal Year 2020-2021

Operating Revenues	
Sewer use fees	$337,136
Maintenance fees	$85,256
Connection fees	$14,636
Other	$878
Total Operating Revenues	**$437,906**
Operating Expenses	
Treatment	$180,119
Collection	$91,558
Administration and general	$146,591
Juniper Drive	$120,976
Depreciation	$97,026
Total Operating Expenses	**$636,270**
Operating Income (loss)	($198,364)
Non-Operating Revenues (expenses)	
Property taxes	$148,227
Interest income	$5,795
Interest expense	($2,839)
Total Non-Operating Revenues	**$151,183**
Income (loss) before contributions	($47,181)
Capital Contributions	$ --
Change in net position	**($47,181)**
Net position, beginning of year	**$1,179,335**
Net position, end of year	**$1,132,154**

June Lake FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Infrastructure	The Rodeo Grounds project has Specific Plan land use. The project applications were withdrawn in 2010 and the project is currently not seeking approvals.
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the JLFPD is projected to increase at a rate similar to Mono County. Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%.
2	Opportunities for Rate Restructuring	The District was awarded a grant by CalFire to conduct defensible space inspections.
3	Financing Constraints	JLFPD relies on property tax revenues as the primary revenue source.
2	Opportunities for shared facilities	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would increase fire hazard severity zones within the District. The Village would increase from High to Very High severity.
2	Opportunities for shared facilities	RPAC does not actively participate in wildland fuels reduction projects. June Lake has had an active Fire Safe Council but the FSC is not currently active. JLFPD sponsors chipping programs and green waste hauling. JLFPD notes that wildland fuels management projects within the community and on surround Forest lands is a critical need.
2	Evaluation of management efficiencies	JLFPD is managed by the Board of Commissioners and a part time paid Fire Chief.
3	Management Efficiencies	The District is currently preparing an update to the 2012 Strategic Plan in-house. There is no Capital Improvement Plan adopted.
3	Local Accountability	The District maintains a website with agendas and meeting minutes posted. The website does not include enterprise system, compensation, or financial report information per SB 929.
8	Population Characteristics	June Lake CDP 1,300 parcels in the district, 761 developed parcels and 804 structures. Population 2020: 611 Population 2010: 629 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%. Seasonal peak population 2,500
8	ISO Rating	The ISO rating is 4/9.
9	Issues of concern	JLFPD notes that wildland fuels management projects within the community and on surround Forest lands is a critical need. Recent Forest Service fuels reduction project was not successful and may have setback efforts on landscape scale treatments.
9	District Issues of Concern	There is no updated information related to badged firefighters.

10	District Planning	The District is currently preparing an update to the 2012 Strategic Plan in-house. There is no Capital Improvement Plan adopted.
12-13	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would increase fire hazard severity zones within the District. The Village would increase from High to Very High severity.
XX	Fire Safe and FSC	There is no Fire Safe Council organized in June Lake.
14	Service Activity	The District responded to 122 calls in 2022.
15	Financial	Recently adopted budget and audited financial statement are attached.
16	Personnel	The JLFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There are two Battalion Chiefs, two Captains and 19 firefighters. There is a one part time administrative support staff.
18	Administration	The District is managed by an elected board of commissioners and a part time paid fire chief.
18	Apparatus	Fleet status has improved with newer equipment recently purchased. Apparatus include two Type 1 Engines, ladder truck, water tender, Type 6 brush, rescue unit, and three command vehicle.
19	Funding and budget	The District adopted a Strategic Plan in 2019 for a five year period. The Plan includes replacement of apparatus and equipment.
18,19	Growth and Population	June Lake CDP 1,300 parcels in the district, 761 developed parcels and 804 structures. Population 2020: 611 Population 2010: 629 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%. Seasonal peak population 2,500
21	Personnel	The JLFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There is a vacant Assistant Chief position and three captains. There are 14 firefighters; 12 trained as EMTs, 2 as paramedics. The District's goal for volunteer firefighting recruitment and staffing is 25 firefighters. There is a need for additional trained EMTs. S*ome volunteers live and work outside of the District, commuting from Bishop*
25	Government Structure	JLPUD and JLFPD staff report that consolidation is not supported at this time.
26	Evaluation of Management Efficiencies	JLFPD is managed by a Board of Commissioners and a part time paid Fire Chief.
27	Evaluation of Management Efficiencies	The District is currently preparing an update to the 2012 Strategic Plan in-house. There is no Capital Improvement Plan adopted.

27	Local Accountability -	The District maintains a website with agendas and meeting minutes posted. The website does not include enterprise system, compensation, or financial report information per SB 929.
28	Present and Planned Land Uses	1,300 parcels in the district, 761 developed parcels and 804 structures. Population 2020: 611 Population 2010: 629 811 housing units, 114 households. Seasonal peak population: 2,500
29	Probable Need for Public Facilities	The Rodeo Grounds project has Specific Plan land use designation. The project applications were withdrawn in 2010 and the project is currently not seeking approvals.
30	ISO Rating	The District ISO ratings is 4/9.
	References	JLFPD records California State Controller's Office California State Department of Finance ICMEA Mono County General Plan US Census
34	Persons Consulted	Juli Baldwin, Fire Chief

Table 1: June Lake Fire Protection District Budget

JUNE LAKE FIRE PROTECTION DISTRICT

Budget vs. Actuals: FY 2022/2023 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 First Responder Income		10,000.00	-10,000.00	
4100 Rent (PUD)	1,772.00	5,316.00	-3,544.00	33.33 %
4300 Interest		5,000.00	-5,000.00	
4350 Mitigation Fees Collected	1,664.00	1,000.00	664.00	166.40 %
4400 Mitigation Interest		200.00	-200.00	
4450 Taxes, Secured & Unsecured	29,926.12	480,000.00	-450,073.88	6.23 %
Total Income	**$33,362.12**	**$501,516.00**	**$ -468,153.88**	**6.65 %**
GROSS PROFIT	**$33,362.12**	**$501,516.00**	**$ -468,153.88**	**6.65 %**
Expenses				
5100 Insurance	1,000.00		1,000.00	
5110 Workers Comp	15,648.00	20,800.00	-5,152.00	75.23 %
5120 General	27,697.00	27,000.00	697.00	102.58 %
Total 5100 Insurance	**44,345.00**	**47,800.00**	**-3,455.00**	**92.77 %**
5200 Professional Fees	3,678.40	15,000.00	-11,321.60	24.52 %
5210 Accounting	1,300.00	2,500.00	-1,200.00	52.00 %
5220 Legal Fees	382.50		382.50	
5240 Payroll Fees	79.99		79.99	
5250 County Admin. Fee	120.00	14,000.00	-13,880.00	0.86 %
Cap Outlay Reserve		128,256.00	-128,256.00	
Total 5200 Professional Fees	**5,560.89**	**159,756.00**	**-154,195.11**	**3.48 %**
5400 Utilities				
5410 Cable/Internet/Phone	3,257.66	4,560.00	-1,302.34	71.44 %
5420 Electricity	7,276.05	10,800.00	-3,523.95	67.37 %
5430 Propane	6,946.21	10,080.00	-3,133.79	68.91 %
5440 Trash Disposal	2,294.64	3,300.00	-1,005.36	69.53 %
Total 5400 Utilities	**19,774.56**	**28,740.00**	**-8,965.44**	**68.81 %**
5500 Administrative				
5510 Dues, Subscriptions & Fees	3,875.15	4,200.00	-324.85	92.27 %
5520 Postage and Delivery	67.85	300.00	-232.15	22.62 %
5540 Office Supplies	216.07	2,000.00	-1,783.93	10.80 %
5550 Audit	6,918.00	6,600.00	318.00	104.82 %
5560 Computer	1,726.13	2,000.00	-273.87	86.31 %
5570 Solid Waste Fee		120.00	-120.00	
Total 5500 Administrative	**12,803.20**	**15,220.00**	**-2,416.80**	**84.12 %**
5650 Equipment-All	8,638.94	50,000.00	-41,361.06	17.28 %
5700 Operational expenses				
5710 Equip Repairs/Maint	40,164.58	35,000.00	5,164.58	114.76 %
5720 Building Maintenance	1,688.28	12,000.00	-10,311.72	14.07 %
5730 Gasoline & Fuel	3,230.80	6,500.00	-3,269.20	49.70 %
5740 Household	769.90	2,000.00	-1,230.10	38.50 %
5760 Snow Removal	18,305.00	6,500.00	11,805.00	281.62 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 5700 Operational expenses	**64,158.56**	**62,000.00**	**2,158.56**	**103.48 %**
5800 Personnel				
5810 Payroll Taxes	11,831.57	14,000.00	-2,168.43	84.51 %
5820 Director Fees	2,550.00	3,000.00	-450.00	85.00 %
5830 Fitness	3,870.00	8,400.00	-4,530.00	46.07 %
5840 Personnel-Expense	117.82	600.00	-482.18	19.64 %
5850 Salaries & Wages	55,814.50	100,000.00	-44,185.50	55.81 %
5860 Bonus	757.99		757.99	
Total 5800 Personnel	**74,941.88**	**126,000.00**	**-51,058.12**	**59.48 %**
5900 Training				
5910 Training-Expense	283.16	7,000.00	-6,716.84	4.05 %
Total 5900 Training	**283.16**	**7,000.00**	**-6,716.84**	**4.05 %**
5950 Uniforms	1,753.84		1,753.84	
5960 Uniforms	474.10	5,000.00	-4,525.90	9.48 %
Total 5950 Uniforms	**2,227.94**	**5,000.00**	**-2,772.06**	**44.56 %**
Total Expenses	**$232,734.13**	**$501,516.00**	**$ -268,781.87**	**46.41 %**
NET OPERATING INCOME	**$ -199,372.01**	**$0.00**	**$ -199,372.01**	**0.00%**
NET INCOME	**$ -199,372.01**	**$0.00**	**$ -199,372.01**	**0.00%**

Table 2 JLFPD Revenues and Expenditures

JUNE LAKE FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Year Ended June 30, 2022

	General Fund
Revenues:	
Taxes and assessments	$ 473,930
Use of money and property	19,000
Charges for current services	31,405
Other revenues	111
Total revenues	524,446
Expenditures:	
Salaries and wages	124,718
Services and supplies	175,260
Debt service	-
Capital outlay	-
Total expenditures	299,978
Excess (deficiency) of revenues over (under) expenditures	224,468
Net change in fund balance	224,468
Fund balance, beginning of year	1,301,191
Fund Balance, End of Year	**$ 1,525,659**

June Lake PUD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current.*
i	Table of Contents	*Update following document content update.*
1	2. Growth and Population Projections for the Affected Area	The population in June Lake is projected to increase to 642 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
3	1. Present and Planned Land Uses	Estimated permanent population of 611.
5	Service Area	*Delete:* The Rodeo Grounds will be developed into a resort center with multi-family and single-family units.
5, 7	Population Characteristics	1,300 parcels in the district, including approximately 750 developed parcels. 611 residents within the district. Population data from the 2020 US Census and California Department of Finance population estimates show the population of June Lake to be 611 in 2020 (Data.Census.gov). The district estimates that it now serves a permanent population of 550 and a seasonal population of 2,500. In 2020, there were 114 households in June Lake.
7	Services Provided	The residential population is approximately 611 people; the seasonal visitor population is approximately 2,500 people. The district currently has 660 water and sewer connections.
7-8	Planned Land Uses	The Rodeo Grounds, 90 acres in the West Village area, has previously been proposed as a large-scale resort development that would include lodging, residential uses, and commercial uses. The project application was withdrawn in 2010. The land use designation of the site is Specific Plan. While this project is not currently moving forward, the property still has the potential for development.
8	District Planning	The district has recently adopted capital plans: 2022-2023 Water and Wastewater Capital Improvement Plan: The plan describes improvement projects of between $239,000 and $800,000 from 2023 to 2028. Near term projects include sewer slip lining, lift station, and treatment plant upgrades. 2020 Wastewater Treatment Plant Evaluation Study: A technical engineering study to identify deficiencies of the treatment plant along with engineering cost estimates for recommended projects. Consistent with

		study, JLPUD is currently implementing recommended projects and has programmed future treatment plan improvement projects.
8	Issues of concern	*Add:* • Maintenance and capital improvement to aged system. • Cost inflation for construction projects. • Need for groundwater well to supplement surface water sources.
10	Water Distribution	All water services in the district are metered.
11	Water Demand	The district has a water conservation ordinance and water meters, both of which are intended to reduce water use.
11	District Personnel	The district currently has 7 fulltime employees.
11	District Finances	As of June 2019, the district had long-term debt totaling $400,000. *Delete:* For the last three years, the district has received $15,000 each year for mosquito abatement. The district has also received energy grants.
	Table 1	*Refer to updated Table 1 at the end of this document.*
14-15	Seasonal Population	In 2020, the Census counted 811 housing units in the June Lake Loop.
15	Population Projections	Population data from the 2020 US Census and California Department of Finance population estimates show the population of June Lake to be 611 in 2020 (Data.Census.gov). In 2020, there were 114 households in June Lake. The population in June Lake is projected to increase to 642 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
15	Determinations	The population in June Lake is projected to increase to 642 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
21	PUD	Meeting notices and agendas are posted at the district office, at the post office, and at the general store. Agendas, enterprise systems, compensation, and fiscal reports are available on the district's website. The district website meets the requirements of SB 929. The district disseminates information to its customers through newsletters, notices sent with the billing, and through their website.
22	Present and Planned Land Uses	The Rodeo Grounds, 90 acres in the West Village area, has previously been proposed as a large-scale resort development that would include lodging, residential uses, and commercial uses. While this project is not currently moving forward, the property still has the potential for development. There are 1,194 parcels in the district, including approximately 622 developed parcels.). Population data from the 2020 US Census and California Department of Finance population estimates show the population of June Lake to be 611 in 2020. In 2020, there were 114

		households in June Lake. The district estimates that it now serves a permanent population of 611 persons and a seasonal population of 2,500.
24	Present and Planned Land Uses…findings	The June Lake Area Plan allows for substantial development beyond the existing development and for a substantially larger permanent population than the current estimated permanent population of 611.
24	Present and Probable Need… Discussion:	*Delete:* The district is concerned about the potential impacts of the planned development at the Rodeo Grounds.
	References Consulted	JLPUD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
	Persons Consulted	Todd Kidwell, JLPUD Juli Baldwin, JLPUD

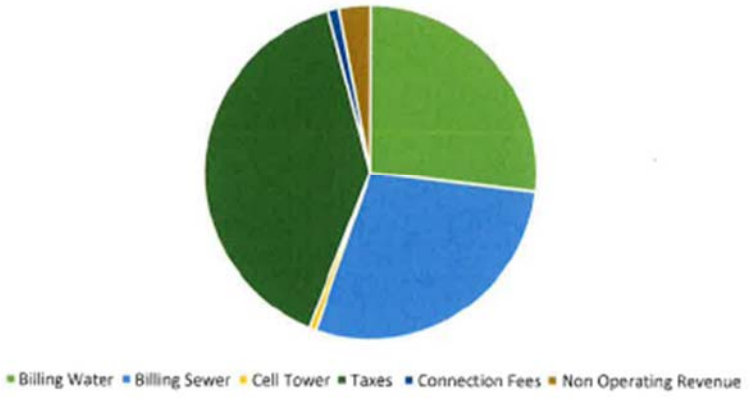
Table 1 – Statement of Revenues and Expenses – Fiscal Year 2018-2019

Operating Revenues		
Service charges	$	733,526
Connection fees		22,956
Delinquent charges		5,935
Inspection fees		164
Total Operating Revenues		**762,581**
Operating Expenses		
Salaries and wages	$	434,262
Employee benefits		335,124
Vacation/holiday/sick leave		55,467
Director fees		3,900
Professional fees and contracted services		115,111
Maintenance and repairs		3,625
Office expenses		6,117
General insurance		20,947
Rents and leases		3,600
Communication		14,735
Utilities		93,270
Small tools and supplies		60,813
Dues and subscriptions		43,977
Publications		38
Travel		3,836
USFS maintenance		8,325
Gas and fuel		14,896

Other	1,154
Total Operating Expenses	**1,219,197**
Operating loss before depreciation	(456,616)
Depreciation	(361,348)
Operating loss	**(817,964)**
Non-Operating Revenues (expenses)	
Property taxes	781,936
Cell tower income	13,739
Investment earnings	80,122
Interest expense	(27,178)
Total Non-Operating Revenues	**848,619**
Change in net position	**30,655**
Net position, beginning of year	**6,028,451**
Net position, end of year	**6,059,106**

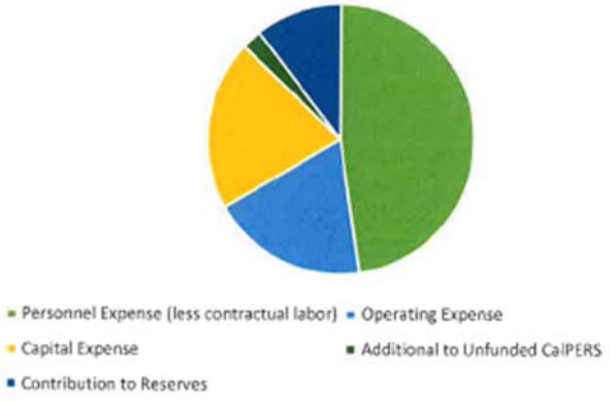
Revenue Budget FY 2023 ($1,840,500) **Exhibit A**

Billing Water	$493,649
Billing Sewer	$523,464
Cell Tower	$12,100
Taxes	$734,062
Connection Fees	$19,789
Non Operating Revenue	$57,436



Expense Budget Fy 2023 ($1,840,500)

Personnel Expense (less contractual labor)	$876,235
Operating Expense	$350,282
Capital Expense	$375,200
Additional to Unfunded CalPERS	$45,000
Contribution to Reserves	$193,783



Lee Vining FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The Tioga Inn Specific Plan was approved in 1993. In 2021 Mono County Board of Supervisors denied an application to amend the specific plan to allow proposed workforce housing development of 100 units. The population in the area served by the LVFPD is projected to increase at a rate similar to Mono County. Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%.
1	Financing Constraints	LVFPD relies on property tax revenues and Prop 172 funds from the Mono County Fire Chief's Association as the primary revenue sources. Rate of new construction is very low. The fire mitigation fee has not been updated since 2009 and the District's goal is to complete a nexus study to increase the fee.
2	Cost Avoidance	LVFPD and MCFPD most recently discussed reorganization with LAFCO in 2017. The proposed consolidation is currently not being pursued by either District.
2	Opportunities for Shared Facilities	EMS is provided by Mono County (Medic #2) with response from June Lake.
3	Management Efficiencies	The District adopts an annual goals and objectives planning document used by the Board to track long-term projects. The plan includes long term objectives related to facilities and apparatus improvements. The current Goals and Objectives include improvements to the fire station, address budget shortfall, and community outreach.
3	Local Accountability	Agendas are posted at local posting locations. The District does not maintain a website per SB 929.
4	Reorganization Recommendation	LVFPD and MCFPD most recently discussed reorganization with LAFCO in 2017. The proposed consolidation is currently not being pursued by either District.
6	Population Characteristics	Lee Vining CDP 166 parcels in the district, 91 developed parcels and 190 structures. Population 2020: 222 Population 2010: 217 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%.
8	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would increase fire hazard severity zones within the District from Moderate to High severity.
9	Fire Safe Council	There is a Mono Basin Fire Safe Council which is active and pursing projects to maintain fuel breaks at Mono City and fuel reduction at Mill Creek.
9	District Issues of Concern	The highest priority issues for the District are: - Long term financial stability - Fire station improvements

90	District Planning	The District adopts an annual goals and objectives planning document used by the Board to track long-term projects. The plan includes longer term objectives related to facilities and apparatus improvements. The current Goals and Objectives include improvements to the fire station, address budget shortfall, and community outreach.
2	Evaluation of management efficiencies	LVFPD is managed by the Board of Commissioners and a part time paid Fire Chief.
4	Reorganization Recommendation	Between LVPFD, LVPUD, and MCFPD there are no active discussion or plans to reorganize districts.
6	Population Characteristics	Lee Vining CDP 166 parcels in the district, 91 developed parcels and 190 structures. Population 2020: 222 Population 2010: 217 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%.
11	Emergency Medical Response	EMS is provided by Mono County (Medic #2) with response from June Lake.
12	Medical Services	2 EMTs
13	Administration and Staffing	The LVFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There is a Captain, 2 EMTs, and nine total firefighters.
14	Service Activity	The District responded to 68 calls in 2021.
15	Financial	Recently adopted budget and audited financial statement are attached.
16	Facilities	The District is pursuing a solar PV project for the fire station from SCE. The Fire Station is aged and does not accommodate modern fire apparatus.
16	Personnel	The LVFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There is a Captain, 2 EMTs, and nine total firefighters.
18	Population	Lee Vining CDP 166 parcels in the district, 91 developed parcels and 190 structures. Population 2020: 222 Population 2010: 217 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%.
24	Community level wildfire plans	Mono Basin Fire Safe Council is active and pursing projects to maintain fuel breaks at Mono City and fuel reduction at Mill Creek.
24	Emergency Medical Services	EMS is provided by Mono County (Medic #2) with response from June Lake.
28	Evaluation of Management Efficiencies	LVFPD is managed by a Board of Commissioners and a part time paid Fire Chief.

27	Evaluation of Management Efficiencies	The District adopts an annual goals and objectives planning document used by the Board to track long-term projects. The plan includes longer term objectives related to facilities and apparatus improvements. The current Goals and Objectives include improvements to the fire station, address budget shortfall, and community outreach.
29	Local Accountability -	The District posts agendas to locations within Lee Vining. The District does not maintain a website per SB 929.
30	Present and Planned Land Uses	Lee Vining CDP 166 parcels in the district, 91 developed parcels, and 190 structures. Population 2020: 222 Population 2010: 217 Housing units: 114 Households: 60
32	Reorganization Recommendation	LVFPD and MCFPD most recently discussed reorganization with LAFCO in 2017. The proposed consolidation is currently not being pursued by either District.
	References	LVFPD records California State Controller's Office California State Department of Finance ICMEA Mono County General Plan US Census
34	Persons Consulted	Paul McFarland, Board of Commissioners

Table 1: Lee Vining Fire Protection District Budget

Lee Vining Fire Protection District
June 2022 ACTUALS & 22-23 Projections
presented 7 July 2022

Category	Description	Actual June 2022	21-22 difference	2022-2023 Projected Expense
Salaries & Payroll Costs				
	Chief's Compensation	$ 16,800.00	$ -	$16,800
	Worker's Comp		$ -	?
	Payroll costs	$ -	$ -	?
	SUBTOTAL	**$ 16,800.00**	$ -	$16,800
Utilities				
	Internet	$ 864.43	$ 35.57	$900
	Heating Oil	$ 3,316.13	$ 458.87	$4,000
	SCE	$ 2,074.75	$ (474.75)	$2,200
	Propane (tank rental for generator)	$ 126.56	$ (126.56)	$130
	SUBTOTAL	**$ 6,381.87**	**$ (106.87)**	$7,230
Supplies				
	Medical Supplies	$ 939.64	$ 60.36	$1,000
	Office Supplies	$ 199.02	$ 50.98	$250
	Food & Outreach Supplies (Fire Fighter's Annual Ball)	$ 72.05	$ 927.95	$1,000
	Postage	$ -	$ 25.00	$25
	SUBTOTAL	**$ 1,210.71**	**$ 1,039.29**	$2,275
Equipment				
	Fire & Rescue Equipment	$ 5,177.64	$ (2,177.64)	$5,000
	Radios & Radio Maintenance	$ 576.15	$ 423.85	$500
	Compressor Maintenance	$ 2,241.56	$ (741.56)	$2,500
	SUBTOTAL	**$ 7,995.35**	**$ (2,495.35)**	$8,000
Vehicles				
	Maintenance	$ 901.22	$ 9,098.78	$5,000
	County Yard Fuel	$ 1,822.32	$ 177.68	$2,500
	New Vehicles	$ -	$ -	$0
	SUBTOTAL	**$ 2,723.54**	**$ 9,276.46**	$7,500
Insurance				
	FASIS - Worker's Comp	$ 11,428.00	$ (428.00)	$12,000
	FAIRA - Liability	$ 7,194.00	$ (3,394.00)	$7,500
	SUBTOTAL	**$ 18,622.00**	**$ (3,822.00)**	$19,500
Permitting and Registration				
	DMV Notices & Physicals	$ 50.00	$ (30.00)	$0
	SUBTOTAL	**$ 50.00**	**$ (30.00)**	$0
Outside Services				
	County Property Tax Admin/Audit Fees	$ -	$ 1,000.00	$0
	Grant Fees	$ -	$ -	$0
	Administrative Services	$ 5,220.00	$ 280.00	$5,500
	SUBTOTAL	**$ 5,220.00**	**$ 1,280.00**	$5,500
Facilities				
	Maintenance	$ 1,635.66	$ 364.34	$2,000
	Construction (Capital Expense)	$ -	$ -	$0
	SUBTOTAL	**$ 1,635.66**	**$ 364.34**	$2,000
Training				
	EMT & Firefighter Training	$ 853.97	$ (853.97)	$1,000
	SUBTOTAL	**$ 853.97**	**$ (853.97)**	$1,000
Stipends				
	Wildland Fires	$ -	$ -	$0
	SUBTOTAL	**$ -**	**$ -**	$0
	Total Regular Expenses	**$ 61,493.10**	**$4,651.90**	$69,805
	Capital Expenses	$ -		$0
	Total Projected Expense	**$ 61,493.10**	**$ 4,651.90**	$69,805

Table 2 LVFPD Revenues and Expenditures

LEE VINING FIRE PROTECTION DISTRICT
STATEMENT OF ACTIVITIES
GOVERNMENTAL FUNDS
FOR THE YEARS ENDED JUNE 30, 2020, 2019 AND 2018

REVENUES	June 30, 2020	June 30, 2021	June 30, 2018
Property taxes and assessments	$ 34,250	$ 32,203	$ 32,825
Use of money and property	2,575	2,671	1,691
Miscellaneous	3,445	13,545	63,326
Mitigation fees	1,548	-	-
Inter-governmental revenues	2,645	-	8,353
Total revenues	44,464	48,419	106,195
EXPENDITURES			
Current:			
Salaries & wages	15,400	4,200	-
Services and supplies	57,526	46,309	43,186
Depreciation expense	4,622	4,622	4,622
Total expenditures	77,548	55,131	47,808
EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENDITURES	(33,084)	(6,712)	58,387
FUND BALANCES, BEGINNING OF YEAR	181,386	188,099	129,711
FUND BALANCE, END OF YEAR	$ 148,302	$ 181,386	$ 188,099

Lee Vining PUD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current*
i	Table of Contents	*Update following document content update.*
1	1. Infrastructure Needs and Deficiencies	*Delete:* • The district has no long-term plans. *Add:* • The district has long-term plans for drilling and adding a well to the water system.
1	2. Growth and Population Projections for the Affected Area	The population in Lee Vining is projected to increase to 228 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
5	Population Characteristics	…87 parcels in the district, including approximately 70 developed parcels. …60 households full-time. Population data from the 2020 US Census and California Department of Finance population estimates show the population within the district boundaries to be 217 in 2020 (Census 2020). In 2020, there were 60 households in Lee Vining.
7	District Issues of Concern	The district has indicated the primary issues of concern include: • Establishing a second water supply for the water system. • Existing water source vulnerability to wildfire. • Difficulty finding qualified staff for administrative tasks. • Sewage disposal relies on infiltration ponds. • Sewer permits are very old, and it is expensive to renew permits. • Being able to provide long-term capacity improvements.
10	Table 1	*Refer to updated Table 1 at the end of this document.*
11	Determinations	*Delete:* • The district has no long-term plans. *Add:* • The district has long-term plans for drilling and adding a well to the water system.
12	Population Projections	Population data from the 2020 US Census and California Department of Finance population estimates show the population in Lee Vining to be 217 in 2020. In 2020, there were 60 households in Lee Vining. The population in Lee Vining is projected to increase to 228 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a

		conservative estimate based on the population declining slightly between 2010 and 2020.
12	Determinations	• The population in Lee Vining is projected to increase to 228 by 2030. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
13	Determinations	*Delete:* • The district has no long-term planning documents that identify needed capital facilities and the costs associated with developing those facilities. *Add:* • The district has long-term plans for drilling and adding a well to the water system.
19	Present and Planned Land Uses	The Mono County GIS estimates 87 parcels in the district, including approximately 70 developed parcels. Population data from the 2020 US Census and California Department of Finance population estimates show the population within the district boundaries to be 217 in 2020. (Census 2020). In 2020, there were 60 households in Lee Vining.
	References Consulted	LVPUD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
	Persons Consulted	Paul McFarland (LAFCO Commissioner, LVPUD, LVFPD secretary)

Table 1 – Water Activity Revenues and Expenses – Fiscal Year 2020-2021

Operating Revenues	
Charges for services	$129,105
Assessments	$58,417
Total Operating Revenues	**$187,522**
Operating Expenses	
Salaries and benefits	$19,499
Services and supplies	$48,526
Depreciation	$28,974
Total Operating Expenses	**$96,999**
Operating Income	**$90,523**
Non-Operating Revenues (expenses)	
Interest income	$7,726
Total Non-Operating Revenues	**$7,726**
Change in net position	**$98,249**
Net position, beginning of year	**$1,140,385**
Net position, end of year	**$1,238,638**

Long Valley FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Infrastructure	LVFPD has updated the Master Facilities Plan as of 2014. The identified projects include: Sunny Slopes fire station, Type 1 engine, and water tender as priority projects.
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the LVFPD is projected to increase at a rate similar to Mono County. Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%.
2	Cost Avoidance Opportunities	The Master Facilities Plan was most recently adopted in 2014 and could be updated for current project cost estimates.
3	Financing Constraints	LVFPD relies on property tax revenues as the primary revenue source.
3	Local accountability	The District posts meeting agendas at locations including the Community Center and Fire Station. LVFPD maintains a website with agendas and minutes posted. The website does not include compensation, enterprise systems, or financial reports per SB 929.
2	Opportunities for shared facilities	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would generally increase severity rating for fire hazard severity zones within the District. Sunny Slopes and Aspen Springs would increase from Moderate to High hazard rating.
4	Reorganization Recommendation	The Mammoth Yosemite Airport is located within the Long Valley FPD district boundaries. Fire protection is provided by Mammoth Lakes and Long Valley FPD per agreement. Improvements are proposed at the Airport for fire protection facility and apparatus improvements per the Town of Mammoth Lakes Airport Terminal Area Development Plan. MLFPD and LVFPD have not identified needs for district reorganizations to serve the airport.
7	Population Characteristics	Crowley Lake CDP, Sunny Slopes CDP 1,219 parcels in the district, 620 developed parcels and 831 structures. Population 2020: 1,243 Population 2010: 1,163 Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%. Housing units: 605 Households: 501
10	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would generally increase severity rating for fire hazard severity zones within the District. Sunny Slopes and Aspen Springs would increase from Moderate to High hazard rating.
10	Planned Land Uses	Growth at the Mammoth Yosemite Airport is expected per the Airport land use plans and 2017 Airport Terminal Area Development Plan.
10	Fire Safe Council	There is no Fire Safe Council organized for the communities of Crowley Lake or Sunny Slopes.

12	District Issues of Concern	Planning and capital improvements for proposed Sunny Slopes station
16	Service Activity	The District responded to 96 calls in 2022.
16	Funding and Budget	The District has no outstanding debt.
18	Facilities	The District is not planning to provide housing for staff for the planning period per the 2014 Master Facilities Plan and Fire Chief comments.
19	Water supplies	Fire protection water supplies in the community of Crowley Lake are provided by two mutual water companies, Crowley Lake MWC and Mountain Meadows MWC. Crowley Lake MWC recently completed an emergency backup generator project.
21	Industrial Uses	Additional industrial uses have been established by Mammoth Pacific; the Diablo IV plant was completed and operational as of 2021.
21	Population	Crowley Lake CDP, Sunny Slopes CDP 1,219 parcels in the district, 620 developed parcels and 831 structures. Population 2020: 1,243 Population 2010: 1,163 Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%. Housing units: 605 Households: 501
24	Fire Mitigation Fees	The fire mitigation fee has not been updated since 2009.
29	Local Accountability -	The District maintains a website with agendas and meeting minutes posted. The website does not include enterprise system, compensation, or financial report information per SB 929.
30	Present and Planned Land Uses	1,219 parcels in the district, 620 developed parcels and 831 structures. Population 2020: 1,243 Population 2010: 1,163 Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%. Housing units: 605 Households: 501
34	Reorganization Recommendation	The Mammoth Yosemite Airport is located within the Long Valley FPD district boundaries. Fire protection is provided by Mammoth Lakes and Long Valley FPD per agreement. Improvements are proposed at the Airport for fire protection facility and apparatus improvements per the Town of Mammoth Lakes Airport Terminal Area Development Plan. MLFPD and LVFPD have not identified needs for district reorganizations to serve the airport.
	References	LVFPD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
34	Persons Consulted	Scott Maguire, Fire Chief Ales Tomaier, MLFPD Fire Chief

		Katy Durgin, Administrative Assistant Fred Stump, LVFPD

Table 1: Long Valley Fire Protection District Budget

LONG VALLEY FIRE PROTECTION DISTRICT

FINAL BUDGET

JULY 1, 2021 THROUGH JUNE 30, 2022

Account Number	Description	Amount
Administrative Fees – Fund 320		
100	Prop Tax Administration Fee	$17,000
Total		**$17,000**
Salaries and Wages – Fund 320		
101	Chief/Fire Marshall	$26,200
102	Clerk/Secretary	$10,800
103	Commissioners	$3,000
104	Firefighters	$40,000
105	Assistant Chief	$8,000
106	Taxes Payroll	$12,000
107	Training Officer	$6,500
107a	Training Officer Assit.	$3,000
108	Fleet Equipment Manager	$7,000
109	Unemployment Payments/EDD	$1,200
Total		**$117,700.00**
Operational Expenses – Fund 320		
200	Station Maintenance	$15,000
201	Utilities	$20,000
202	Office Supplies	$1,000
203	Professional Fees	$4,000
204	Liability Ins – District	$20,000
204a	Supplement Ins – District/Vol	$1,200
205	Workers' Comp	$24,000
205a	Medical Evals/Physicals	$700
206	Publishing	$400
207	Memberships	$1,000
208	Travel	$1,400
209	Equip-Maint-Office	$1,500
210	Equip-Maint-Radios	$4,000
211	Equip-Maint-Apparatus	$40,000
212	Training	$4,300
213	Food	$2,500
214	Special District Expense	$2,000
215	Medical Supplies	$4,000
216	Gas-Diesel	$10,000
217	Small Tools	$8,025
218	Uniforms	$1,777
219	Breathing Bottles - SCBAs	$22,865
220	CSFA	$3,826
221	Cal OSHA	$2,000
Total		**$195,493.00**

LONG VALLEY FIRE PROTECTION DISTRICT

FINAL BUDGET

JULY 1, 2021 THROUGH JUNE 30, 2022

Account Number	Description	Amount
Equipment – Fund 320		
300	Automotive Maint Equip	$500
301	Turnouts	$18,000
302	Hose	$5,000
303	Communications	$6,000
304	Rescue Equip	$6,000
305	Dispatch Office	$1,000
306	Nozzles, Adapters, Etc.	$5,000
307	Fire Shelters	$2,000
308	Brush/Firefighting	$6,000
Total		**$49,500.00**
Capitol Outlay – Fund 321		
400	Station 2	0
401	Vehicle Loan Payments	0
403	Unplanned needs	0
405	Cal OSHA	0
406	Apparatus purchase	0
Total		**0**
Summary		
Grand Total – Fund 320		
Total	**Accts 100, 200, 300**	**$379,693.00**
Grand Total – Fund 321		
Total		
Grand Total – Funds 320 & 321		
Grand Total		**$379,693.00**

Table 2 LVFPD Revenues and Expenditures

LONG VALLEY FIRE PROTECTION DISTRICT
STATEMENT OF ACTIVITIES
MODIFIED CASH BASIS
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
Governmental activities		
Expenses		
Services and supplies	$ 381,646	$ 408,170
Total expenses	381,646	408,170
General revenues		
Property taxes	385,373	378,445
Mitigation fees	55,637	-
Grants from other governments	35,946	-
Interest	6,917	9,238
Other	1,874	19,103
Total revenues	485,747	406,786
Change in net position	104,101	(1,384)
Net position, beginning of year	1,330,380	1,331,764
Prior period adjustment	-	-
Net position, beginning of year, restated	1,330,380	1,331,764
Net position, end of year	$ 1,434,481	$ 1,330,380

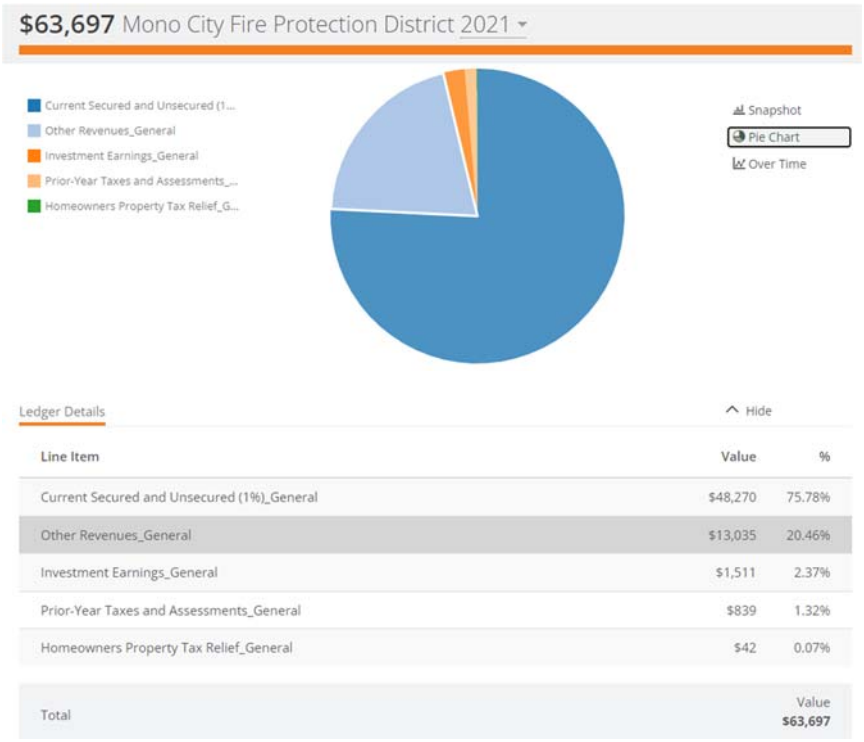
Mono City FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	2. Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the Mono City FPD is projected to increase at a rate of 0.5%; similar to Mono County.
1	1 Infrastructure Needs	MCFPD has identified the need for fire station improvements, expansion to shelter a new water tender as a priority need. The station has been modified to accommodate taller equipment but as an older station it doesn't have the capacity for modern equipment.
3	Local Accountability	Fire commissioner meetings are monthly.
4	SOI Recommendation	Conway Ranch conservation easement project limits development potential for remainders of Conway Ranch project.
4	Reorganization Recommendation	MCFPD and LVFPD have had recent discussion regarding reorganization\consolidation. Around 2020 both districts discussed reorganization but did not move forward. The individual district Board's do not support consolidation at this time. MCFPD has greater staffing levels than LVFPD.
5, 7	Population Characteristics	198 parcels in the district, 113 developed parcels, and 120 structures. Population 2020: 224. Population 2010: 172 Growth rate from 2010 to-2020 was 2.6%
9	ISO Rating	The ISO rating of the District has improved to 4/9.
9	Housing	There are 92 households.
10	Issues of Concern	Fire station is aged and undersized for modern equipment. Need additional floor area for existing equipment. Property tax revenues are lowest of County Fire Protection Districts and the district relies on Prop 172 transfers.
11	Figure 2 Hazard Areas	When 2023 FHSZ maps are available update exhibit map.
12	District Services	EMS is provided by Mono County (Medic #2) with response from June Lake.
14	Services and Programs	No current information about training levels of staff.
18	Apparatus	Current fleet is a command vehicle, two Type 1 engines, and water tender.
16	Personnel	Current staffing is part time Chief, 10 firefighters, 2 EMTs. Of the firefighters a majority commute to work out of the District.
17	Roads	Secondary access to Mono City for emergencies was completed.

17	Water Supply	Water is provided by Lundy MWC for the Mono City subdivision. Lundy MWC has made improvement to the water system to improve water supplies including backup generators, well construction.
17	Growth and population	198 parcels in the district, 113 developed parcels, and 120 structures. Population 2020: 224. Population 2010: 172 Growth rate from 2010 to-2020 was 2.6%
18	Financing constraints	MCFPD is the most dependent on Prop 172 allocated from the Mono Fire Chief's Association (from County sales tax revenues). Very limited property tax base has growth with recent development but Mono City subdivision is near buildout. .
22	Emergency Medical Services	EMS is provided by Mono County (Medic #2) with response from June Lake.
22	Fire Hazard Discussion	Mono Basin FSC is active and pursuing fuel reduction projects within the District. The MCFPD has completed secondary access projects for Mono City to create egress across BLM land. FSC and FPD work cooperatively on defensible space and fuel reduction projects. Defensible space fuel reduction projects have been completed surrounding the Mono City subdivision.
26	ISO Rating	The district's current ISO rating is 4/9.
26	Management	No change to District staffing and management. ISO rating has improved but no letter provided by the district to date.
26	Local Accountability	The District posts agendas locally but does not post agendas or district documents to the district website. The District website does not include agendas and minutes or budget.
28	Present and Planned Land Uses	Since the previous MSR Conway Ranch conservation easement is complete and limits development potential.
28	SOI Recommendation	Sphere of Influence over Conway Ranch. Residential uses in north Mono Basin as possible annexation.
29	Reorganization Recommendation	MCFPD and LVFPD have had recent discussion regarding reorganization\consolidation. Around 2020 both districts discussed reorganization but did not move forward. The individual district Board's do not support consolidation at this time. MCFPD has greater staffing levels than LVFPD.
31	References	California State Controller US Census MCGP
31	Persons Consulted	Dave Swisher, Fire Commissioner

Table 1: Mono City Fire Protection District Revenues and Expenses from State Controllers Office

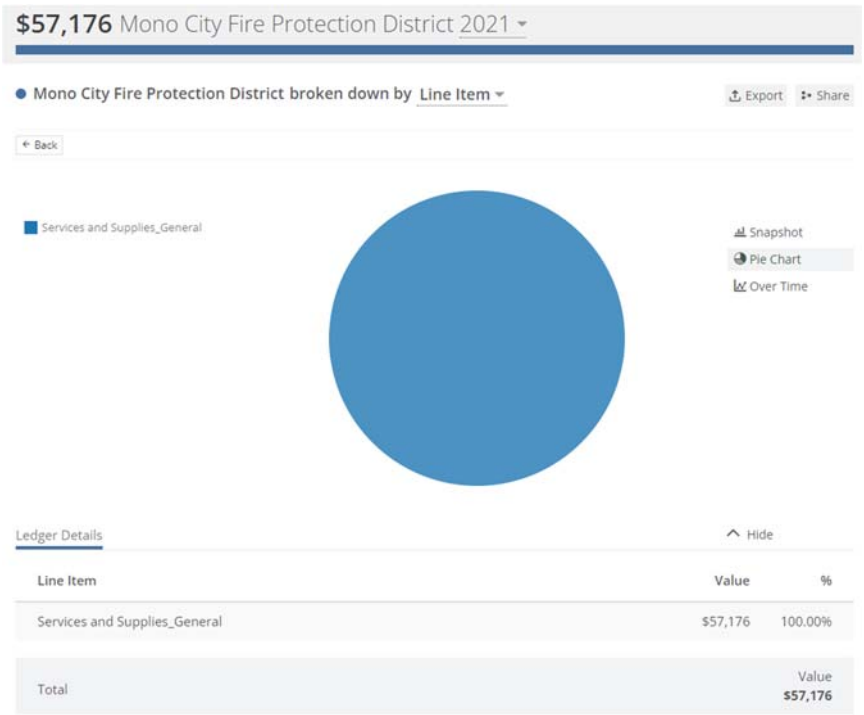
Revenue



Line Item	Value	%
Current Secured and Unsecured (1%)_General	$48,270	75.78%
Other Revenues_General	$13,035	20.46%
Investment Earnings_General	$1,511	2.37%
Prior-Year Taxes and Assessments_General	$839	1.32%
Homeowners Property Tax Relief_General	$42	0.07%

Total	Value
	$63,697

Expenses



Line Item	Value	%
Services and Supplies_General	$57,176	100.00%

Total	Value
	$57,176

Paradise FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Growth and Population Projections for the Affected Area	The Rock Creek Ranch is a proposed single family residential project within the District. eastern The population in the area served by the LVFPD is projected to increase at a rate similar to Mono County. Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%.
2	Cost Avoidance Opportunities	PFPD adopted the Master Fire Protection Plan in 2023. WCFPD and PFPD currently share a Fire Chief and conduct training together. The District's goal is to remain independent districts.
4	Reorganization Recommendation	WCFPD and PFPD currently share a Fire Chief and conduct training together. WCFPD and PFD boards met jointly in 2022 to discuss reorganization. The respective District's goal is to remain independent districts.
7	Population Characteristics	Paradise CDP 152 parcels in the district, 119 developed parcels, and 87 structures. Population 2020: 174 Population 2010: 153 The projected growth rate is 0.5%. Housing units: 104 Households: 102
9	ISO Rating	ISO rating is 5
9	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would generally increase severity rating for fire hazard severity zones within the District. Paradise would increase from Moderate to High hazard rating.
9	Fire History	The 2015 Round Fire that consumed almost 7,000 acres and destroyed one structure in Paradise and 45 in Swall Meadows
10	Planned Land Uses	The Rock Creek Ranch Specific Plan allows for development of vacant land on the east portion of the community. Current proposals are for ten (10) new single-family residences.
12	District Issues of Concern	Recommendation per the 2023 PFPD Master Fire Protection Plan are update of the fire mitigation fee, volunteer recruitment, fire safe council establishment and fuel reduction projects, planning for fire station improvements.
12	District Planning	The District adopted a long range planning document in 2023; the PFPD Master Fire Protection Plan.
13	EMS	EMS is provided by Mono County (Medic 3). The nearest ambulance service was in Bishop but has been discontinued.
14	Infrastructure and Facilities	The District has two Type-1 engines, one combination water tender\pumper, 1 Type-6 engine, and a command vehicle.
15	Communications	District has 13 radio sets.

15	Administration and Staffing	The District is led by a part-time paid fire chief. The Fire Chief is also serves as Chief of the Wheeler Crest Fire Protection District. There are nine (9) volunteer firefighters and no EMTs.
16	Service Activity	The District responded to 14 calls in 2021, 34 calls in 2020, and 39 calls in 2019.
16	Funding and Budget	The District's primary revenues sources are strike team reimbursements and property assessments. The district charges an annual property assessment of $275 per developed lot and $99 per undeveloped lot. The District has no outstanding debt.
17	Personnel	There are 10 total firefighters.
18	Water supplies	Fire protection water supplies in Paradise are provided by the Lower Rock Creek Mutual Water Company. There are 23 fire hydrants in the District. Development of the Rock Creek Ranch Specific plan area would require establishment of a new water system with fire protection supply meeting minimum requirements.
19	Population	Paradise CDP 152 parcels in the district, 119 developed parcels, and 87 structures. Population 2020: 174 Population 2010: 153 The projected growth rate is 0.5%. Housing units: 104 Households: 102
25	Property tax assessments	The district charges an annual property assessment of $275 per developed lot and $99 per undeveloped lot.
29	ISO Rating	ISO rating is 5.
29	Evaluation of Management Efficiencies	The district has unrestricted fund balance of $362,682 per the 2021 financial statement.
30	Local Accountability -	The District maintains a website with recent meeting agenda posted. The website doesn't include enterprise systems or financial reports.
32	Present and Planned Land Uses	Paradise CDP 152 parcels in the district, 119 developed parcels, and 87 structures. Population 2020: 174 Population 2010: 153 The projected growth rate is 0.5%. Housing units: 104 Households: 102
30	Reorganization Recommendation	PFPD and WCFPD currently share a Fire Chief and conduct training together. PFPD and WCFPD boards met jointly in 2022 to discuss reorganization. The respective District's goal is to remain independent districts.
	References	PFPD records PDFP comments on 2009 Municipal Services Review PFPD Master Fire Plan -2023 California State Controller's Office California State Department of Finance

		Mono County General Plan US Census
34	Persons Consulted	Jeni Winterbrun, PFPD Fire Commissioner, Volunteer firefighter Pat Pontak, PFPD

Table 1: Paradise Fire Protection District Budget

Paradise Fire Protection District
Profit & Loss Budget Overview
July 2022 through June 2023

	Jul '22 - Jun 23	
Income		
Aid from government agencies		
Grant revenue	13,000.00	
Mono County Chiefs	11,000.00	
Total Aid from government agencies		24,000.00
Donations		8,000.00
Fundraisers		2,500.00
Interest		
Fire Protection Dist int	2,600.00	
Mitigation fee int	25.00	
Total Interest		2,625.00
Taxes		
Secured taxes	33,597.00	
Total Taxes		33,597.00
Total Income		70,722.00
Expense		
BLM lease		25.00
Depreciation		7,309.00
Dues and subsciptions		350.00
Engine maintenance		15,000.00
Firefighting gear		20,000.00
Fuel		2,500.00
Fundraiser expenses		500.00
Insurance		
Liability	8,500.00	
Workers comp	7,500.00	
Total Insurance		16,000.00
Office expense		100.00
Pest Control		320.00
Repairs and maintenance		3,000.00
Supplies		
Medical supplies	500.00	
Supplies - Other	2,000.00	
Total Supplies		2,500.00
Uniforms		1,000.00
Utilities		
Electric	1,600.00	
Internet & Phone	700.00	
Total Utilities		2,300.00
Website		135.00
Total Expense		71,039.00
Net Income		**-317.00**

Table 2 PFPD Revenues and Expenditures

PARADISE FIRE PROTECTION DISTRICT
STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
MODIFIED CASH BASIS
FOR THE YEARS ENDED
JUNE 30, 2021 AND 2020

	2021	2020
Revenues		
Property taxes	$ 31,756	$ 31,042
Grants from other governments	7,000	23,904
Strike team reimbursements	39,834	10,561
Interest and investment earnings	2,890	5,516
Donations and fundraising	5,191	3,562
Other revenues	182	156
Total revenues	86,853	74,741
Expenditures		
Current:		
Services and supplies	75,130	95,312
Total expenditures	75,130	95,312
Net change in fund balances	11,723	(20,571)
Fund balances, beginning of year	252,974	273,545
Fund balances, end of year	$ 264,697	$ 252,974

Wheeler Crest CSD

Page	Heading	Revision, Replacement, and/or *Instructions*
	Title	*Update all dates to current.*
i	Table of Contents	*Update following document content update.*
1	1. Infrastructure Needs and Deficiencies	• The district completed drilling and placing a new well into service between 2010 and 2012. The new well is referred to as Well 5 and provides redundancy in the system.
1	2. Growth and Population Projections for the Affected Area	• The population in Wheeler Crest is projected to increase to 187 by 2030, creating an increased demand for services. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
2	8. Evaluation of Management Efficiencies	*Add:* • The district maintains a website where the public can access overviews of the current systems, procedures, consumer confidence reports, recent correspondence, and information about recent projects.
5	Service Area	The district boundaries include portions of the development in Wheeler Crest and cover approximately 460 acres. The district's service areas are smaller than the district boundaries and cover approximately 250 acres.
5	Population Characteristics	Mono County GIS estimates there are 236 parcels in the district, including approximately 118 developed parcels. Population data from the 2020 US Census and California Department of Finance population estimates show the population of the Wheeler Crest area, including areas outside of the district's boundaries, to be 178 in 2020. (Census 2020).
7	District Planning	The district completed drilling and placing a new well into service between 2010 and 2012. The new well is referred to as Well 5 and provides redundancy in the system.
8	Water Supply	Water for the Pinon Ranch water system is provided by two wells with capacities of approximately 55 and 95 gallons per minute. The district completed drilling and placing a new well into service between 2010 and 2012. The new well is referred to as Well 5 and provides redundancy in the system, to maintain capacity while providing flexibility in system maintenance.
9	Table 1	*Refer to updated Table 1 at the end of this document.*
10	1. Infrastructure Needs and Deficiencies… CSD	The district completed drilling and placing a new well into service between 2010 and 2012. The new well is referred to as Well 5 and provides redundancy in the system, to maintain capacity while providing flexibility in system maintenance.

10	Determinations	• The district completed drilling and placing a new well into service between 2010 and 2012. The new well is referred to as Well 5 and provides redundancy in the system, to maintain capacity while providing flexibility in system maintenance.
12	Population Projections	Population data from the 2020 US Census and California Department of Finance population estimates show the population of the Wheeler Crest area to be 178 in 2020. The population is projected to increase to 187 by 2030, creating an increased demand for services. This growth is based on a 0.5% population increase year over year. This figure was used as a conservative estimate based on the population declining slightly between 2010 and 2020.
12	Determinations	The population in Wheeler Crest is projected to increase to 187 by 2030, creating an increased demand for services.
18-19	9. Local Accountability and Governance CSD	The district maintains a website where the public can access overviews of the current systems, procedures, consumer confidence reports, recent correspondence, and information about recent projects.
19	Present and Planned Land Uses	Population data from the 2020 US Census and California Department of Finance population estimates show the population of the Wheeler Crest area to be 178 in 2020.
	References Consulted	WCCSD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
	Persons Consulted	Brent Miller, Wheeler Crest CSD

Table 1 – Water Activity Revenues and Expenses – Fiscal Year 2019-2020

Operating Revenues	
Charges for services	$2,029
Assessments	$40,264
Total Operating Revenues	**$42,293**
Operating Expenses	
Services and supplies	$46,817
Depreciation	$37,904
Total Operating Expenses	**$84,721**
Operating Income	($42,428)
Non-Operating Revenues (expenses)	
Interest and investment earnings	$3,457
Interest expense	($2,569)
Grant revenues	$23,588
Total Non-Operating Revenues	**$24,476**
Change in net position	**($17,952)**
Net position, beginning of year	**$503,297**
Net position, end of year	**$485,345**

Wheeler Crest FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the LVFPD is projected to increase at a rate similar to Mono County. Growth rate from 2010 to-2020 was 0.6%. The projected growth rate is 0.5%.
2	Cost Avoidance Opportunities	WCFPD and PFPD currently share a Fire Chief and conduct training together. The District's goal is to remain independent districts.
4	Reorganization Recommendation	WCFPD and PFPD currently share a Fire Chief and conduct training together. WCFPD and PFD boards met jointly in 2022 to discuss reorganization. The respective District's goal is to remain independent districts.
7	Population Characteristics	Swall Meadows CDP 242 parcels in the district, 121 developed parcels, and 87 structures. Population 2020: 178 Population 2010: 220 The projected growth rate is 0.5%. Housing units: 128 Households: 147
9	ISO Rating	ISO rating is 9 per 2015 MCGP EIR.
9	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire would generally increase severity rating for fire hazard severity zones within the District. Swall Meadows would increase from Moderate to High hazard rating. The Round Fire burned within the District in 2015 and destroyed 40 structures.
10	Fire Safe Council	Wheeler Crest FSC is active with new Board members.
10	District Issues of Concern	Fire fighter training and retention Aged fire station in need of replacement Limited local revenues. Property assessment revenue was $63,547 in 2021.
12	EMS	EMS is provided by Mono County (Medic 3).
14	Equipment and Vehicles	WCFPD has replaced all of the rolling stock since 2009. Current apparatus are two Type 1 engines 3931, water tenders/pumper 3988 & 3982, and command vehicle.
15	Service Activity	The District responded to 100 calls in 2020. Between 2016 and 2019 there were between 24 and 34 calls per year.
16	Funding and Budget	The District relies on strike team reimbursements and property assessments as the primary sources of revenues. The District has no outstanding debt.
19	Water supplies	Fire protection water supplies in Swall Meadows are provided by Wheeler Crest Community Services District.
21	Population	Swall Meadows CDP 242 parcels in the district, 121 developed parcels and 87 structures.

		Population 2020: 178 Population 2010: 220 The projected growth rate is 0.5%. Housing units: 128 Households: 147
25	Property tax assessments	The district charges a property assessment
27	Fire Hazard Planning	Wheeler Crest FSC is active with new Board members.
29	ISO Rating	ISO rating is 9 per 2015 MCGP EIR.
29	Evaluation of Management Efficiencies	The district has unrestricted fund balance of $362,682 per the 2021 financial statement.
30	Local Accountability -	The District maintains a website with upcoming meeting agendas, enterprise systems, compensation, or financial report information per SB 929. The District does not post archived agendas or meeting minutes.
32	Present and Planned Land Uses	Swall Meadows CDP 242 parcels in the district, 121 developed parcels and 87 structures. Population 2020: 178 Population 2010: 220 The projected growth rate is 0.5%. Housing units: 128 Households: 147
34	Reorganization Recommendation	WCFPD and PFPD currently share a Fire Chief and conduct training together. WCFPD and PFD boards met jointly in 2022 to discuss reorganization. The respective District's goal is to remain independent districts.
	References	WCFPD records California State Controller's Office California State Department of Finance Mono County General Plan US Census
34	Persons Consulted	Dale Schmidt, Fire Chief Brent Miller, WCFPD

Table 1: Wheeler Crest Fire Protection District Budget

2021-2022 WCFPD Budget

*Income and Expenses from Mutual Aid Fires, Grants are unknown and not in budge

INCOME	2020-2021 Budget	2020-2021 Actual	2021-2022 Budget	2021-2022 Actual
Assessments	$ 65,000.00	$ 63,547.00	$ 67,000.00	$ 42,000.00
Donations-Mono Chiefs Funding + Misc.	$ 11,000.00	$ 11,286.00	$ 11,000.00	$ 4,156.00
Annual WCFPD-WCFSC Fundraiser 75%-25%	$ 2,500.00	$ 360.00	$ 2,500.00	$ -
Misc Fundraising(Pies, BBQ)	$ 2,000.00	$ 800.00	$ 1,000.00	$ 247.00
Earned Interest	$ 4,051.00	$ 2,236.00	$ 3,000.00	$ 2,651.00
TOTAL INCOME ----------	$ 84,551.00	$ 78,229.00	$ 84,500.00	$ 49,054.00
EXPENSES				
F.D. Equip. purchases-ie: radio, hoses,fittings	$ 7,000.00	$ 6,623.00	$ 7,000.00	$ 582.00
F.D. Equip. Maintenance/Service	$ 7,000.00	$ 6,604.00	$ 7,000.00	$ 4,520.00
Medical Equip. Suppies and Services	$ 2,500.00	$ 925.00	$ 500.00	$ 449.00
Reaccuring Equip. Supplies-PPE	$ 1,800.00	$ 216.00	$ 400.00	$ 2,511.00
TOTAL EQUIPMENT EXPENSES----------	$ 18,300.00	$ 14,368.00	$ 14,900.00	$ 8,062.00
FIREHOUSE				
Bookkeeping	$ 3,200.00	$ 4,239.00	$ 4,000.00	$ 1,876.00
Maint. and Improvements	$ 3,000.00	$ 3,462.00	$ 3,000.00	$ 1,704.00
Misc. Firehouse Supplies	$ 800.00	$ 2,140.00	$ 1,000.00	$ 1,082.00
WELL PROJECT----------	$ 60,000.00	$ 64,582.00		$ -
Electricity	$ 1,500.00	$ 2,120.00	$ 1,700.00	$ 1,763.00
Disposal	$ 2,000.00	$ 1,783.00	$ 2,000.00	$ 492.00
Propane	$ 3,500.00	$ 2,039.00	$ 3,500.00	$ 1,813.00
Race-Phone and Internet	$ 750.00	$ 1,170.00	$ 1,200.00	$ 781.00
TOTAL FIREHOUSE EXPENSES ----------	$ 74,750.00	$ 81,535.00	$ 16,400.00	$ 9,511.00
INSURANCE				
FAIRA- Liability-Personnel and Property	$ 4,500.00	$ 4,875.00	$ 6,000.00	$ 7,585.00
FASIS- Liability-Workers Comp	$ 5,000.00	$ 10,702.00	$ 7,500.00	$ 4,496.00
TOTAL INSURANCE----------	$ 9,500.00	$ 15,577.00	$ 13,500.00	$ 12,081.00
PERSONNEL				
Uniforms,Hats,Jackets,Tshirts and Awards	$ 5,000.00	$ 3,802.00	$ 3,000.00	$ 39.00
Med. Exams and Med. Treatments (COVID 19 etc.)	$ 1,000.00	$ 123.00	$ 500.00	$ -
Fire Chief Expenses	$ 100.00	$ 78.00	$ 100.00	$ 366.00
Professional Fees	$ 1,200.00	$ 1,202.00	$ 1,200.00	$ 1,039.00
Training Expenses	$ 500.00	$ 324.00	$ 500.00	$ 3,483.00
Travel	$ 500.00	$ 1,946.00	$ 2,000.00	$5,158.00
TOTAL PERSONNEL EXPENSES----------	$ 8,300.00	$ 7,475.00	$ 7,300.00	$ 10,085.00
ANNUAL XMAS PARTY (TOTAL COSTS) ----------	$ 2,200.00	Cancelled	$ 2,000.00	$ 3,228.00
VEHICLE OPERATIONS				
Fuels	$ 4,000.00	$ 5,430.00	$ 6,000.00	$ 8,207.00
Maintenance and Repairs	$ 12,000.00	$ 7,316.00	$ 7,500.00	$ 11,225.36
TOTAL VEHICLE OPS EXPENSES----------	$ 16,000.00	$ 12,746.00	$ 13,500.00	$ 19,432.36
NEW 2021 WATER TENDER - Down Payment		$ -	$ 148,444.00	$ 148,444.00
WATER TENDER Annual April 1st Payment 2022			$ 31,922.00	$ 15,704.00
TOTAL EXPENSES	$ 129,050.00	$ 131,701.00	$ 247,966.00	$ 226,547.36
NET TOTAL +/-	$ (44,499.00)	$ (53,472.00)	$ (163,466.00)	$ (177,493.36)

Table 2 LVFPD Revenues and Expenditures

WHEELER CREST FIRE PROTECTION DISTRICT
STATEMENTS OF ACTIVITIES
MODIFIED CASH BASIS
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
Governmental activities		
Expenses		
Services and supplies	$ 364,969	$ 200,068
Total expenses	364,969	200,068
General revenues		
Property taxes	63,548	61,991
Mitigation fees	9,357	-
Inter-governmental revenues	462,007	102,531
Interest	3,159	5,549
Other	14,064	25,950
Total general revenues	552,135	196,021
Change in net position	187,166	(4,047)
Net position, beginning of year	499,983	504,030
Net position, end of year	$ 687,149	$ 499,983

White Mountain FPD

Page	Heading	Revision, Replacement, and/or *Instructions*
1	Infrastructure	WMFPD has identified the need for static water supplies in Benton and for replacement of the existing fire station. If the Benton Station is improved the District plans to relocate old building to Hamill.
1	Growth and Population Projections for the Affected Area	There are no significant development projects in progress or planned. The population in the area served by the WMFPD is projected to increase at a rate similar to Mono County.
3	Financing Constraints	WMFPD relies on strike team reimbursements, EMS reimbursements, property taxes, and Prop 172 funds as the primary revenue sources.
3	Opportunities for shared facilities	WMFPD and CVCSD provide ALS ambulance service per MOU with Mono County.
3	Management Efficiencies	The District adopted a Strategic Plan in 2019 for a five year period. The Plan was recently updated for 2023-2028 to describe accomplished goals from the previous plan.
5, 7	Population Characteristics	Benton CDP 470 parcels in the district, 185 developed parcels and 350 structures. Population 2020: 279 Population 2010: 280 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%. The Benton Paiute Reservation is provided service by White Mountain FPD. The population is 84, 33 housing units, and 19 households.
6	Reorganization	2009 MSR describes potential WMFPD and Chalfant consolidation. Districts do not support consolidation at this time.
9	Housing	There are 101 households and 157 housing units, and 350 structures.
12-13	Fire Hazard	The proposed 2022 changes to the Fire Hazard Severity Zones in State Responsibility Area (SRA) by CalFire include increase from Moderate to High hazard ratings for Benton and Benton Hot Springs. Update map with FHSZ when adopted.
14	Fire Safe and FSC	There is no Fire Safe Council organized in the Tri-Valleys area. Local transfer stations accept green waste from homeowner defensible space.
14	Issues of concern	The demand of rapid growth is a lesser concern than in the past. Fire station aging and need for replacement. Aging population and need for firefighter and EMT staff. Symons ambulance, an ALS service provided in Bishop recently cancelled contract services with ICMEA.
14	Communications	Due to topography and existing infrastructure WMFPD has significant challenges with existing radio and wireless communication availability. Mono County is transitioning emergency radio communication to California Radio Interoperable System (CRIS) and proposed radio and wireless facility improvements are proposed for the Tri Valleys. WMFPD will need to

		maintain legacy radio systems for inter agency communications with Federal and Nevada agencies.
14	District Planning	The District adopted a Strategic Plan in 2019 for a five year period. The Plan was recently updated for 2023-2028 to describe accomplished goals from the previous plan. The Plan includes goals to consider annexation of withdrawn properties and consolidation with Chalfant CSD.
14	District Planning	No new info on adoption of Fire Codes or development standards requiring one hydrant per four homes.
15	District Services	The WMFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There is a vacant Assistant Chief position and three captains. There are 14 firefighters; 12 trained as EMTs, 2 as paramedics. The District's goal for volunteer firefighting recruitment and staffing is 25 firefighters. There is a need for additional trained EMTs. Some volunteers live and work outside of the District, commuting from Bishop
15	District Services	WMFPD provides ALS ambulance service per MOU with Mono County.
17	Services	12 EMTs, 2 paramedics. 14 firefighters.
17	Infrastructure	WMFPD has identified the need for static water supplies in Benton and for replacement of the existing fire station. If the Benton Station is improved the District plans to relocate old building to Hamill.
18	Communications	Due to topography and existing infrastructure WMFPD has significant challenges with existing radio and wireless communication availability. Mono County is transitioning emergency radio communication to California Radio Interoperable System (CRIS) and proposed radio and wireless facility improvements are proposed for the Tri Valleys. WMFPD will need to maintain legacy radio systems for inter agency communications with Federal and Nevada agencies.
18	Administration	The District is managed by an elected board of commissioners and a part time paid fire chief.
18	Service Activity	The District responded to 52 calls and provide 25 medical transports in 2021 per ICMEA.
18	Apparatus	Fleet status has improved with newer equipment recently purchased. Apparatus include one Type 1 Engine, water tender, Type 6 brush, ambulance, and command vehicle.
19	Funding and budget	The District adopted a Strategic Plan in 2019 for a five year period. The Plan includes replacement of apparatus and equipment.
21	Growth and Population	2009 MSR protected population of 1936, actual was 1402. Project growth at rate similar to the County overall. Recovery of population to Mountain View fire is key to restoring homes and residents.
21	Personnel	The WMFPD is all volunteer, led by a part-time paid Fire Chief. The Fire Chief is responsible for management of the department. There is a vacant Assistant Chief position and three captains. There are 14 firefighters; 12 trained as EMTs, 2 as paramedics. The District's goal for volunteer firefighting recruitment and staffing is 25 firefighters. There is a need for additional trained EMTs. Some volunteers live and work outside of the District, commuting from Bishop

24	Population Projections	Benton CDP 470 parcels in the district, 185 developed parcels and 350 structures. Population 2020: 279 Population 2010: 280 Growth rate from 2010 to-2020 was flat. The projected growth rate is 0.5%. The Benton Paiute Reservation is provided service by White Mountain FPD. The population is 84, 33 housing units, and 19 households.
26	Financing Constraints	WMFPD relies on strike team reimbursements, EMS reimbursements, property taxes, and Prop 172 funds as the primary revenue sources.
29	Local Accountability - WMFPD	Meeting notices and agendas are posted at the fire station, at the post office, on the community bulletin board. The District posts agendas to the website.
32	Government Structure	WMFPD and Chalfant CSD both provide EMS services to Mono County; the only districts providing EMS services in unincorporated Mono County. The alignment of EMS services and unique remote location would continue to support findings for consolidation.
34	Management Efficiencies	The District adopted a Strategic Plan in 2019 for a five year period. The Plan was recently updated for 2023-2028 to describe accomplished goals from the previous plan and new strategic priorities.
34	Management Efficiencies	The District has a total fund balance of $183,368 per the 2022 audited Financial Statement.
35	Local Accountability	District maintains a website with agendas posted. The district does not post the adopted budget, compensation, or enterprise systems as required by SB 929.
36	Present and Planned Land Uses	470 parcels in the district, 185 developed parcels and 350 structures.
39	Reorganization Recommendation	2009 MSR describes potential WMFPD and Chalfant consolidation. Districts do not support consolidation at this time. The WMFPD Strategic Plan describes goals to consider reorganization.
	References	WMFPD records California State Controller's Office California State Department of Finance ICMEA Mono County General Plan US Census
34	Persons Consulted	Dave Doonan, Fire Chief Jo Ann Morgan, Administrative Assistant Bryan Bullock, Mono County Emergency Management Services

Table 1: White Mountain Fire Protection District Revenues and Expenses

WHITE MOUNTAIN FIRE PROTECTION DISTRICT
STATEMENT OF ACTIVITIES
MODIFIED CASH BASIS
FOR THE YEAR ENDED
JUNE 30, 2022

Governmental activities	
Expenses	
Services and supplies	$ 460,525
Total expenses	460,525
General revenues	
Property taxes	54,374
Charges for services	49,336
Other government	365,127
Interest	1,538
Other	6,243
Total general revenues	476,618
Change in net position	16,093
Net position, beginning of year	359,624
Net position, end of year	$ 375,717

Executive Summary of the Special District Needs Assessment Project
June 11, 2024

INTRODUCTION

Mono County conducted a Special District Needs Assessment, funded by a California Development Block Grant (CDBG), with the following objectives:

1. Understand capacity of utilities provided by special districts (water, sewer, fire) within community areas to support housing development,
2. Evaluate utility service barriers to the development of certain Housing Opportunities Sites (as identified in the Housing Element),
3. Evaluate whether utility services provided by special districts could support an increase in zoning for housing density, and
4. Identify capital improvement projects that would increase special district capacity to support increased housing densities.

The reports and analyses developed to respond to the objectives above are summarized herein include the following:

- Special District Needs Assessment Reports for Bridgeport, Lee Vining, June Lake, and Crowley Lake.
- Capital Improvement Plan for Special Districts (water and sewer only) in Bridgeport, Lee Vining, June Lake, and Crowley Lake.
- Upzoning Analysis

CAPACITY SCENARIOS

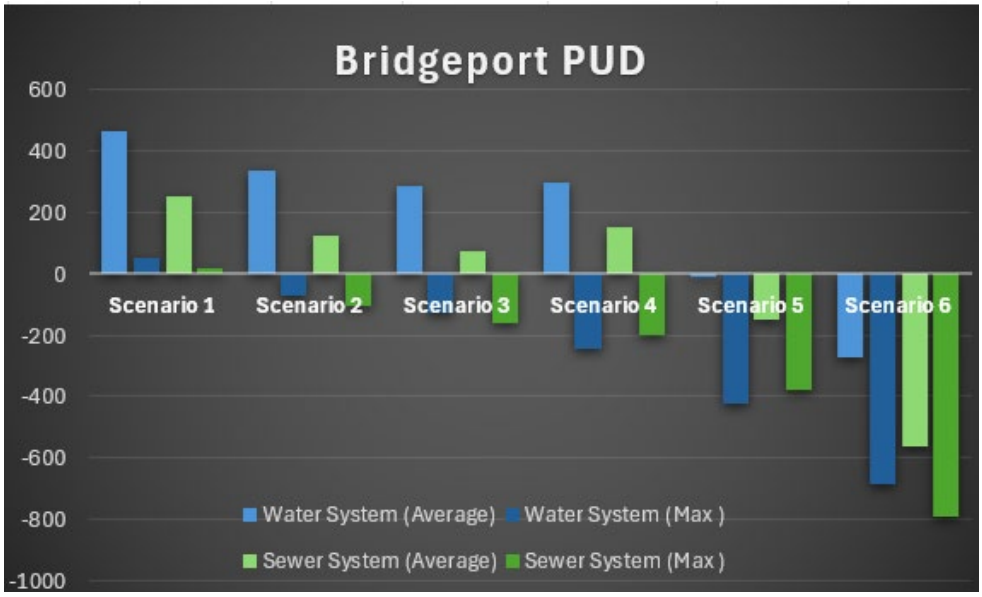
The RCI analysis defined the following build-out scenarios and analyzed an "average" day and "maximum" day capacity for each:

1. Current Demand
2. Current Demand + Vacant Parcels
3. Current Demand + Vacant Parcels + Housing Opportunity Sites (Key Sites)
4. Current Demand + ADUs + JADUs
5. Current Demand + Vacant Parcels + Housing Opportunity Sites (Key Sites) + ADUs + JADUs
6. Full Build-Out of Current Demand + maximum density development of all vacant parcels and ADUs/JADUs.
    - Note: A "true" full build-out analysis would assume year-round occupancy of all units and would therefore increase all use estimates by the vacancy rate.

NEEDS ASSESSMENTS, CAPACITY ANALYSIS & CAPACITY IMPROVEMENT PROJECTS

BRIDGEPORT

- **Population:** 553 people and 170 households
- **Utility:** Bridgeport Public Utility District (PUD) provides water (including water for fire protection) and sewer service.
    - 258 water connections, 96 sewer connections, and 60+ fire hydrants.
- **Water System Capacity Analysis:** The Bridgeport PUD has available water capacity for scenarios #1-4 of average day demand scenarios but cannot meet the highest density development scenarios (scenarios #5 & 6) for average day demand. The current water system only has capacity to meet the maximum demand of scenario #1 (current demand) and cannot meet the demand for scenarios #2-6.
- **Sewer System Capacity Analysis:** The Bridgeport PUD has available sewer capacity for all scenarios #1-4 of the average day demand scenarios and maximum day demand scenarios #1 (current demand) only. The capacity of the sewer system falls short in nearly all increased density maximum day scenarios (scenarios #3, 4, 5 & 6).

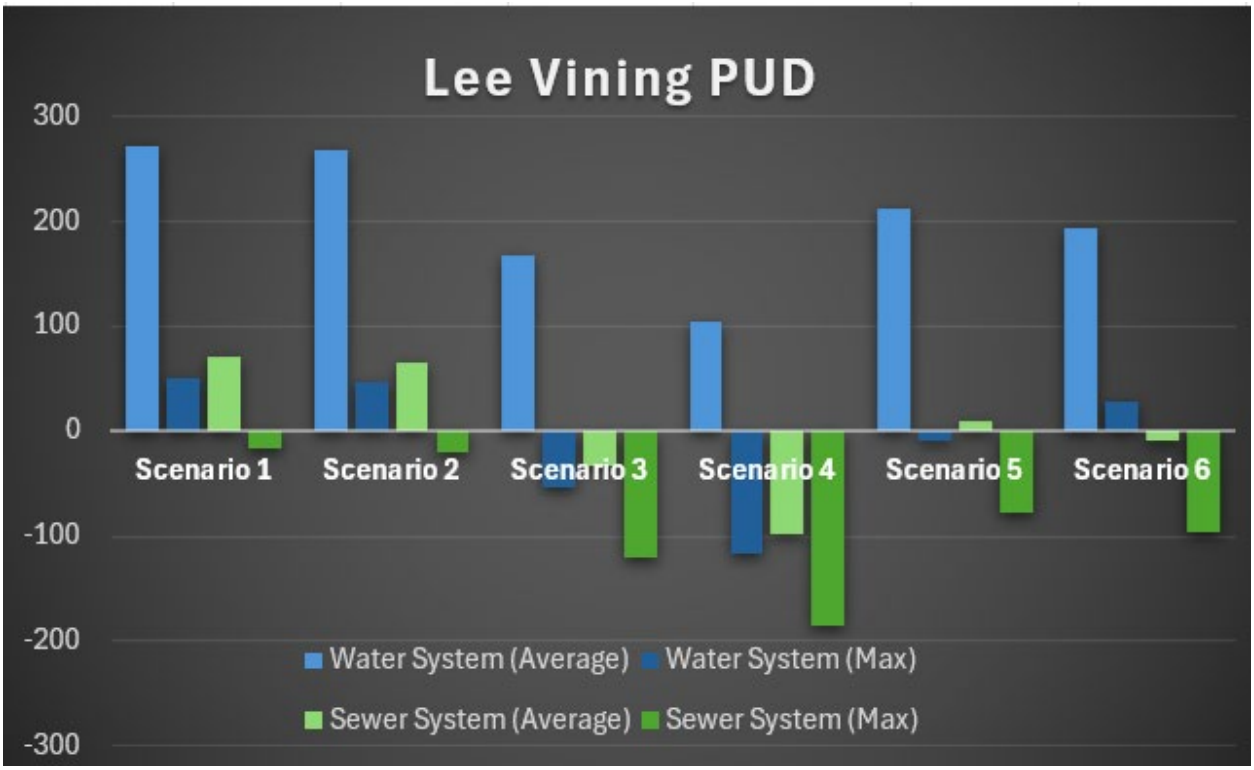


- **Overall Conclusions on Capacity Barriers to Development:**
    - Development in Bridgeport is limited by both water and sewer system capacity though the water system has slightly more capacity than the sewer system.
    - Some residential properties are currently undevelopable due to lack of sewer infrastructure and lot size. The Evans Tract could be a good candidate for additional residential density, but currently lacks sewer service.
    - Bridgeport PUD provides hydrants throughout the water service area. Most fire flows are adequate to meet existing needs, though two fire flow tests resulted in flows less than 1,500 gallons.
    - During the high demand summer months, the water system production is limited by the capacity of the water treatment plant, which currently operates near capacity during these times. The source water wells in the system have the ability to produce more water than they currently do, if not limited by the water treatment maximum flows**.**
- **Capacity Improvement Recommendations**
    1. Water system treatment capacity should be increased.
    2. Consideration of developer-constructed water distribution systems and extensions.
    3. Additional sewer infrastructure (collection systems) should be considered to extend collection to undeveloped lots and opportunities for increased density.
- **Capacity Improvement Priority Projects**
  Nine priority projects are identified in the Phase 3 CIP to increase BPUD capacity. Bridgeport projects range in cost from just over $400,000 to almost $60 million, with costs per additional housing unit between $7,200 and $72,000.

LEE VINING

- **Population:** 217 people within 60 households
- **Utility:** The Lee Vining PUD provides water (including water for fire protection) and sewer service.
    - There are 100 water and sewer connections and 21 fire hydrants.
- **Water System Capacity Analysis:** The current water system has adequate production capacity for all scenarios during average day demand. When considering the maximum day demand, however, water production has the capacity to serve current development (scenario #1) plus vacant lot development (scenario #2) and is unable to meet the demands of scenarios #3-6.

- **Sewer System Capacity Analysis:** The sewer system capacity in Lee Vining is adequate for the current discharge (scenario #1) plus vacant properties (scenario #2). None of the scenarios for the maximum day discharge can be met with existing wastewater treatment capacity.



- **Overall Conclusions on Capacity Barriers to Development in Lee Vining:**
    - The Lee Vining PUD water system is served by a spring in Lee Vining Canyon and because the system relies on a single water source, the system is vulnerable to a water shortage should there be an interruption of production or access to the spring. Additionally, spring sources can be more vulnerable to contamination, reduced production due to drought, and negative effects from wildfire. The PUD has long-term plans of drilling and adding a well to the system but has not been able to acquire adequate funding for the project.
    - The current daily water production plus storage volume is more than sufficient to meet the average day demand and fire flow. The capacity is also able to meet the maximum day demand, but not sufficient to provide water for the maximum day demand plus fire flow (with two hours of fire flow, which is the duration required by fire codes for the typical construction type and size within the community). With maximum-day demand, the current supply and storage volume can support less than two hours of fire flow at 1500 gpm.
    - There are currently 21 fire hydrants in Lee Vining, spread throughout the community. The flow volume and pressure available throughout the community is currently unknown. As discussed in the Storage section, the water storage available for firefighting during maximum day demand is less than 2 hours at 1,500 gpm, (a typical flow volume required for single-family residential development). The need to identify system flow and pressure zones presents an opportunity for analysis and targeted capital improvement project to assure adequate fire-flow and pressure.
- **Capacity Improvement Recommendations**
    1. Develop a second and redundant source of domestic water supply, such as a new well to be used together with the existing spring.
    2. As a part of item 1 above, construct additional storage (tanks) associated with a new water source to provide fire protection water storage.
    3. Construct distribution system connections from new water source to existing systems.

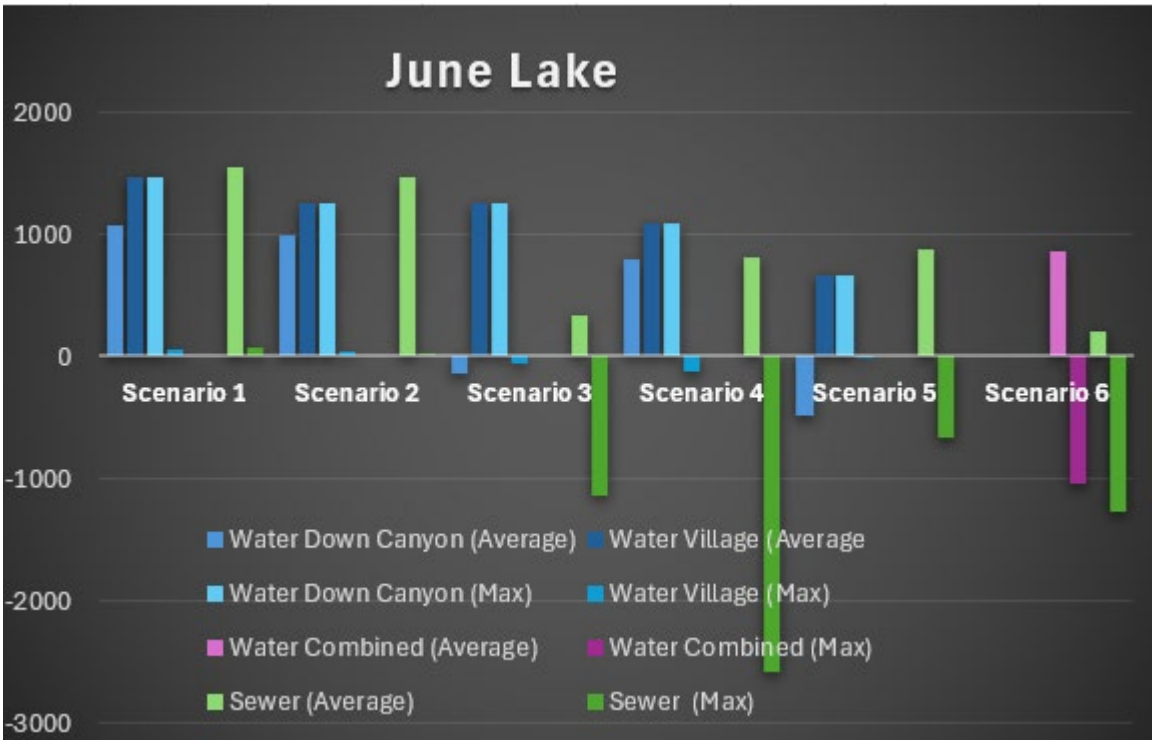
4. Expanded disposal ponds for increase sewer capacity.
5. Key Sites Consideration. Expand the sphere of influence to include the Tioga Inn Specific Plan.

- Interconnect the water system and possibly combine with Tioga Mart system, construction an inter-tie with the water main that serves Lee Vining.
- Construct approximately 4000+ L.F. of sewer line to provide connection to Lee Vining PUD and expand disposal ponds.

- **Capacity Improvement Priority Projects**
  Two priority projects are identified in the CIP to increase Lee Vining PUD capacity. Lee Vining projects are those for full build-out and are over $12 million for water and over $7 million for sewer. This equates to $153,000 and over $90,200, respectively.

JUNE LAKE

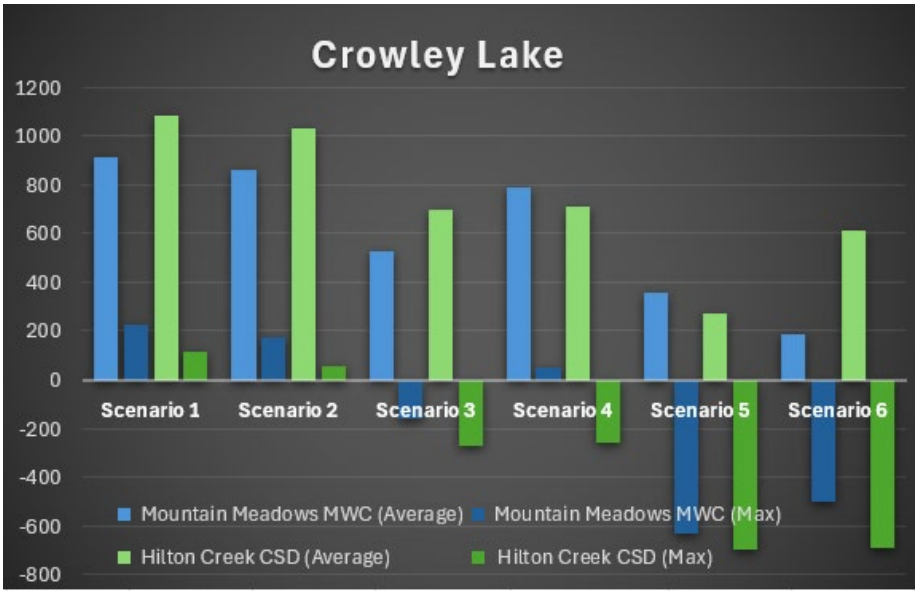
- **Population:** 611 people within 114 households
- **Utility:** The June Lake Public Utility District (JLPUD) provides water and sewer services in June Lake.
  - There are 660 water and sewer connections and two separate water systems within JLPUD (the Village system and the Down Canyon system). The water distribution piping in the Village system is old, with much of the piping installed in the late 1930s.
- **Water System Capacity Analysis:** The Village PUD water system has adequate production capacity only for current and vacant lot scenarios (#1 & 2) for both average day and maximum day demands. The Down Canyon PUD water system has adequate production capacity for all scenarios during average day demand. When considering the maximum day demand, however, water production has the capacity to serve current development plus vacant development only. Any additional demands for lots or development considered at Key Sites or ADU and JADU cannot be met.
- **Sewer System Capacity Analysis:** The June PUD has available sewer capacity for all six average day demand scenarios and maximum day demand scenarios #1 (current demand) and #2 (development of vacant parcels & current demand). The capacity of the sewer system falls short in nearly all increased density maximum day scenarios (scenarios 3, 4, 5 & 6).



- **Overall Conclusions on Capacity Barriers to Development in June Lake:**
    - Development in June Lake is limited by both water and sewer system capacity.
    - June Lake PUD provides hydrants in the Village and Down Canyon systems. Fire flows are adequate to serve existing development. The storage capacity for the system provides adequate fire protection water for the designated 2 hours at 1,500 gpm fire flow on top of maximum day.
- **Capacity Improvement Recommendations**
    1. Develop additional water sources and storage at both PUD systems (Village and Down Canyon).
    2. Evaluation of existing water distribution system lines and possible leaks due to age of systems. Possible replacement of water lines.
    3. Construct distribution system connections from new water source to exiting systems.
    4. Expand and improve treatment capacity to accommodate key sites and ADU potential.
- **Capacity Improvement Priority Projects**
  Two priority projects are identified in the CIP to increase June Lake PUD capacity. June Lake projects are those for full build-out and are over $30 million for water and almost $89 million for sewer. This equates to almost $23,000 and over $66,100 respectively.

CROWLEY LAKE

- **Population:** 980 people within 399 households
- **Utilities:** The Crowley Lake community receives water and sewer service via a special district and several mutual water companies.
    - Hilton Creek Community Services District (CSD), a special district, provides sewer service.
        - 373 sewer connections, serving approximately 1,000 to 1,200 residents.
    - Water service (including water for fire protection for certain neighborhoods) within Crowley Lake is provided by (1) Mountain Meadows Mutual Water Company (Mountain Meadows MWC), (2) Crowley Lake Mutual Water Company (Crowley Lake MWC), and (3) the Crowley Lake Trailer Park.
- **Water System Capacity Analysis:** The Mountain Meadows MWC has available water capacity for all six average day demand scenarios and maximum day demand scenarios #1 (current demand), #2 (development of vacant parcels & current demand) and four (development of ADUs/JADUs & current demand). The capacity of the system falls short in the highest density scenarios, scenarios #3, 5 & 6).
- **Sewer System Capacity Analysis:** The Hilton Creek CSD has available sewer capacity for all six average day demand scenarios and maximum day demand scenarios #1 (current demand) and #2 (development of vacant parcels & current demand). The capacity of the sewer system falls short in nearly all increased density maximum day scenarios (scenarios #3, 4, 5 & 6).



- **Overall Conclusions on Capacity Barriers to Development in Crowley Lake:**
    - Development in Crowley is more limited by sewer system capacity than by water system capacity.
    - The three Housing Element identified Key Sites within Crowley Lake are all adjacent to existing water and sewer infrastructure that may be extended to serve the properties. However, two of the three are outside the existing service territories of the mutual water companies.
    - Fire flow and pressure availability of hydrants within Crowley Lake is not well understood, future study is needed to understand the existing limitations of this system and its potential impacts on future development.
- **Capacity Improvement Recommendations**
    1. A capital project to determine fire flow and pressure availability within the water systems.
- **Capacity Improvement Priority Projects**
    Four priority projects are identified in the Phase 3 CIP to increase BPUD capacity. Crowley Lake projects range in cost from $530,000 to $15.4 million, with costs per additional housing unit between $5,300 and almost $22,000.

CONCLUSION

The communities in this study appear to have sufficient water and sewer capacity, or close to sufficient capacity, for build out under existing zoning and average day demand, which incorporates a vacancy rate of 23% to 65% depending on community. The maximum day demand better reflects reduced vacancy rates, although likely still not 100% occupancy. Unfortunately, at maximum day demand levels, water and sewer services indicate significant deficiencies in all communities.

The challenge is that the high volume of fluctuation between average and maximum (and then full occupancy) demand cannot be controlled by land use density nor the service providers. Meeting existing needs under current zoning density, and then increasing zoning density to accommodate more housing, comes down to risk tolerance. If the “design” occupancy of water and sewer services should be more similar to the maximum day demand in this study, then none of the communities have the capacity to meet current demand under existing zoning, let alone increase zoning. If the “design” occupancy should be even higher, to reflect closer to 100% occupancy, then the deficiencies are exacerbated. If the “design” occupancy should be lower, however, then potentially some communities have capacity to increase zoning density at an increased risk of being unable to meet demand if the “design” occupancy is exceeded.

Determining the “design” occupancy level and risk tolerance is outside the scope of this study and analysis. However, the suspicion that water and sewer service is a limiting factor to increasing housing development appears to have merit, and so one clear recommendation from this work is to focus on capacity improvements for these services. To that end, capacity improvement projects from this study will be included in the Mono County Comprehensive Economic Development Strategy to facilitate qualification for potential funding sources.

March 2024

Special District Needs Assessment Report

Bridgeport

for—

Mono County Community Development

Prepared For:

Mono County Community Development
74 N. School St.
PO Box 8
Bridgeport, CA 93517

1290 Tavern Rd.
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

Resource Concepts, Inc.
340 N. Minnesota St.
Carson City, Nevada 89703
(775) 883-1600

www.rci-nv.com

Table of Contents

Tables

Figures

Appendices

List of Acronyms

Acronym	Description
ADUs	Accessory dwelling units
AFA	Acre-feet annually
APN	Assessor's Parcel Number
CSD	Community Service District
Demand	Average daily use
FPD	Fire Protection District
Gal	gallons
gpd	Gallons per day
gpm	Gallons per minute
Hwy	Highway
JADU	Junior accessory dwelling unit
NFPA	National Fire Protection Association
psi	Pounds per square inch
PUD	Public Utility District
PVC	Polyvinyl chloride
sq ft	Square feet
SFR	Single-family residence
SR	State route

Section 1. Introduction

California Housing Element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need (Mono County Housing Element). In response to this law, Mono County has prepared the Mono County Housing Element, the most recent update adopted in 2019, covering the time frame of 2019 to 2027.

The Housing Element establishes the following goals to address housing in Mono County:

1) Increase Overall Housing Supply, Consistent with Mono County's Rural Character
2) Increase the Supply of Community Housing
3) Retain Existing Community Housing
4) Ensure All Other Needs Related to Housing are Met

Policies are included within the Housing Element in support of these goals, including policy 1.5 below:

> *1.5 Identify sites within or adjacent to existing communities where infrastructure limits development potential. Participate in the preparation of at least two grant applications by invitation of the infrastructure entities and assist those entities with understanding environmental regulations.*

This policy supports the evaluation of infrastructure barriers within Mono County, which is addressed within this Special Districts Needs Assessment Report. This report includes the analysis of utility infrastructure within Bridgeport as a whole and specifically for the key sites identified in the Housing Element.

The purpose of this report is to identify potential barriers to housing growth due to limitations within the water and sewer utilities in Bridgeport and specifically for each key site identified in the Housing Element. Fire district(s) associated with the Bridgeport community have been included in the collection of operational, organizational and asset information and data to evaluate any specific barriers to development within the key sites. A summary of the findings can be found at the end of this report.

Special District Needs Assessment Reports have also been developed for the communities of Crowley Lake, June Lake, and Lee Vining.

1.1 Accessory Dwelling Units

Mono County housing policies and changes to state law incentivize the construction of accessory dwelling units (ADUs). For purposes of the analysis, a conservative estimate of demand from ADU development is based on the theoretical highest intensity allowed. The current rate of ADU development is approximately 10% of new building permits in Mono County. Cost and site constraints are expected to limit this type of development overall.

Table 1: Accessory Dwelling Unit Water Use and Sewer Discharge

Single-family dwelling unit equivalent 1.0	ADU – 0.65	JADU - 0.35
3 bedrooms	2 bedrooms	1 bedroom (conversion or addition)
2 bathrooms + kitchen	1 bath + kitchen	1 bath + efficiency kitchen

When considering ADUs in the community, the rate of use is estimated at 65% of the use of a single-family residence, and a Junior ADU (JADU) is estimated at 35% of the use of a single-family residence. This ratio is determined based on assumed plumbing fixtures in each unit. This assumes two bathrooms and a kitchen for a single-family unit, one bathroom and one kitchen for an ADU, and one bathroom and an efficiency kitchen for a JADU. Typically, an ADU uses less water and produces less effluent than a standard residence and we find from other communities' data that the above approximations are sound for planning purposes.

Section 2. Bridgeport

2.1 Description

The community of Bridgeport is located at the intersection of US Highway (Hwy) 395 and State Route (SR) 182, 13 miles from the Nevada border and 50 miles north of the Town of Mammoth Lakes. Bridgeport is the county seat of Mono County, California, and had a population of 553 within 170 households based on the 2020 U.S. Census (https://data.census.gov/). The community consists of Bridgeport Townsite at the intersection of the highways, as well as primarily residential developments south along US Hwy 395 and north on SR 182. Bridgeport Reservoir is located north of Bridgeport, with the East Walker River flowing through Bridgeport to the reservoir.

The Bridgeport Public Utility District (PUD) provides domestic and fire protection water and sewer service in Bridgeport, including 258 water connections and 96 sewer connections. The water and sewer systems, and ability to meet the needs of additional housing is discussed in the following sections. Six key sites as identified in the Mono County Housing Element are analyzed in this report with respect to infrastructure opportunities and/or constraints and potential housing capacity.

2.2 Water System

Demand

In 2020, the water supplied by Bridgeport PUD was 91,477,881 gallons, equal to 280.1 Acre-Feet Annually (AFA). Based on that use, the average daily use (demand) is 250,624 gallons. Table 2 below shows the approximate average use per day based on different criteria.

Table 2: Water Use per Day, Bridgeport PUD

Criteria	Value	Avg Use Rate per Day
Population	553	453 gallons
Connections	258	971 gallons
Households	170	1,474 gallons

Please note these values are bulk estimates, and may include water used throughout the system for firefighting, construction, water treatment backwash, etc. The maximum day water usage during 2020 occurred in July and was 714,860 gallons, or approximately 2,771 gallons per water connection. As with many communities in Mono County, Bridgeport experiences a large seasonal population increase during the summer months. Combined with a greater demand for outdoor landscaping, water demand in the summer is much higher than during other times of the year.

The projected water demand for additional housing development can be approached in numerous ways, including applying standard use rates per new residence, with slightly lower rates per unit for multi-family housing than for single-family homes. This method works well when potential development is specific, such as with a planned residential subdivision. Since average water use is known, while future development is unknown, this analysis uses average current water use to predict future use. Considerations that are likely to affect water demand per capita in a community can include the type

and density of residential development, water service metering, commercial and industrial water use changes, seasonal population changes, landscaping changes, and water conservation efforts.

When considering accessory dwelling units (ADUs) in the community, the rate of use has been estimated at 65% of the use of a single-family residence (households per this analysis), and a Junior ADU (JADU) is estimated at 35% of the use of a single-family residence as shown in Table 2.

Source

The Bridgeport PUD water system is served by two groundwater wells in Bridgeport Valley that have a current combined maximum production of 1,200 gallons per minute (gpm). Each drinking water well is capable of producing 1,000 – 1,100 gpm but is currently set to 620-630 gpm. There is the potential for the drinking water wells to produce more than the current flow. There is an additional well that supplies construction water but is not operable at the time of this report. The well locations and overall system components are shown in Figure 1, Bridgeport PUD Water System, below.

Storage

The system includes a water storage capacity of 525,000 gallons in two separate storage tanks located just east of Bridgeport. The Evans Tank is 300,000 gallons and the Coasting Hill Tank is 225,000 gallons. Both tanks are approximately 20 years old, epoxy coated and in excellent condition, as reported by the water system operator. The tanks are cleaned and inspected every 4-5 years. The elevation of the tanks (185 ft above lowest homes) provides sufficient pressure for most service connections, with some homes close to the tank elevation requiring pressure boosters. A review of recent fire flow tests by Bridgeport PUD shown in Table 5 found adequate flows in most cases, with two tests resulting in flows less than 1,500 gpm. These lower flows correspond to areas with smaller diameter water mains.

As shown in Table 3, the current daily water production alone is more than sufficient to meet the average day demand and fire flow. The capacity is also able to meet the maximum day demand, plus fire flow (with four hours of fire flow which is the duration required by fire codes for the typical construction type and sizes of buildings within the community).

Figure 1: Bridgeport PUD Water System

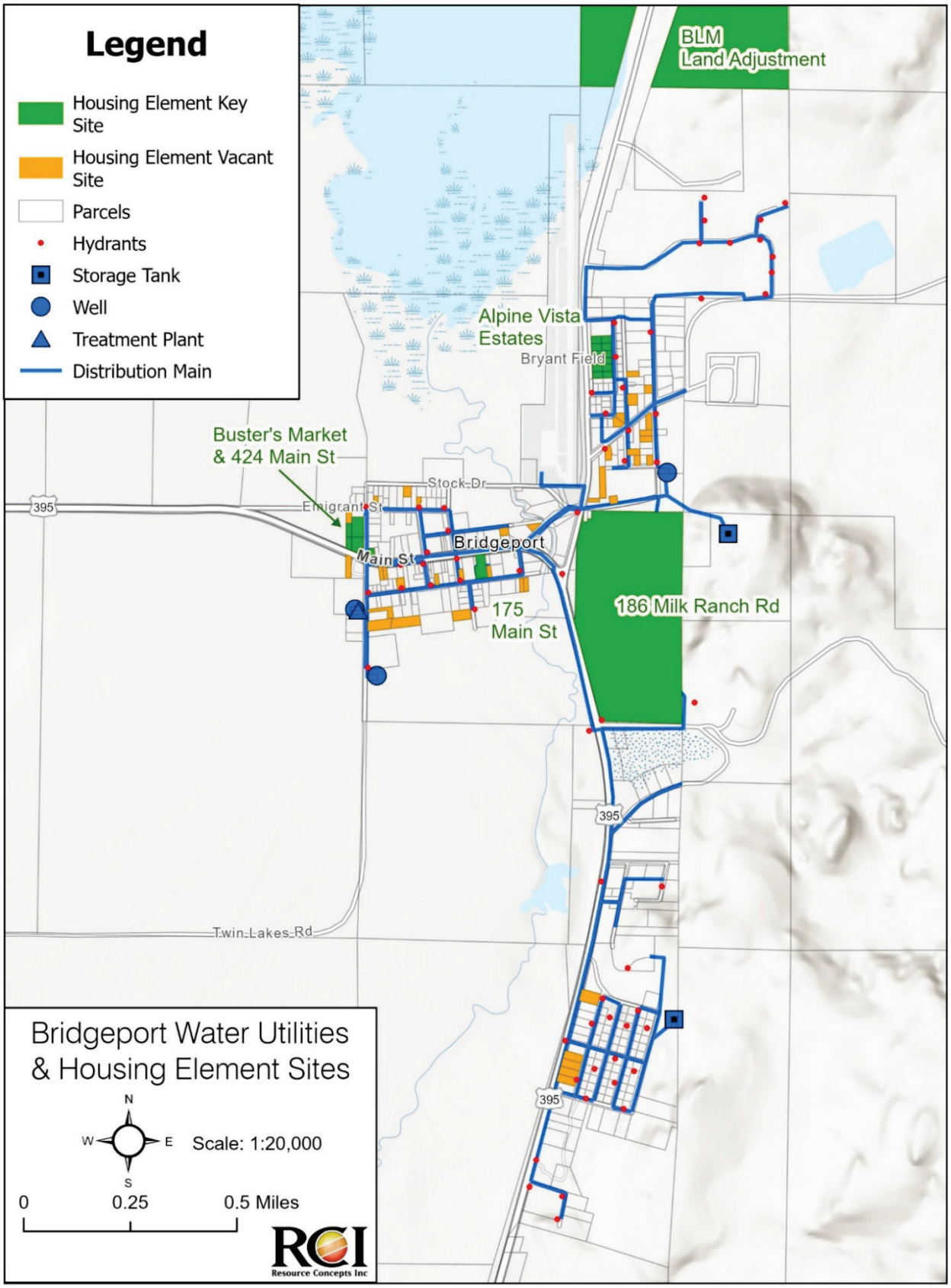


Table 3: Sample Water Supply and Demand Based on Well Production

Supply and Demand	Basis of Calculation	Quantity (gpd)
Daily water production	1200 gpm over 24 hrs	1,728,000
Maximum storage volume	330,000 gal + 225,000 gal	525,000
Total Supply & Capacity		**2,253,000**
Average Day Demand		250,624
Maximum day demand	Based on 2020 reports	714,860
Fire flow	1500 gpm for 4 hrs	360,000
Total Maximum Demand		**1,074,860**
	Excess Supply per day	**1,178,140**

Distribution

The water distribution system in Bridgeport includes pipe diameters between 10 inches and 2 inches. Most mains are 8-inch diameter with some sections of 10-inch. An 8-inch main runs to Evans Tract, with a 6-inch line running further south to Huggans Lane (Bridgeport PUD system mapping, 2000 RO Anderson). Sections of 2-inch diameter water pipe are limited to only a couple of locations with only a couple of homes connected. Current Bridgeport PUD standards require a minimum diameter of 6 inches for new water mains. Areas of sub-standard distribution mains sized 2-inch and 4-inch include Aurora Canyon Road, Evans Tract, and Main Street.

The water infrastructure in the townsite portion of Bridgeport is the oldest in the system, with an average pipe age of 40 years. Pipe materials used in the water system include 55% plastic, with an average age of 15 years; 5% ductile iron, with an average age of 3 years; and 40% asbestos cement with an average age of 40 years. Pipes south of the intersection of US Hwy 395 and SR 182 have been predominantly replaced by polyvinyl chloride (PVC) mains. There are no known areas of poor condition water lines.

Quality/Treatment

An arsenic treatment system using coagulation filtration was brought online in spring 2021 and treats water from both system supply wells before pumping the treated water to the two storage tanks. The maximum treatment capacity is 650 gpm. At the higher end of production during warm months, frequent (daily) system maintenance (backwashing) is required. Because the water treatment system is already nearing capacity during high demand times of the year, and because the water must be treated, this component of the water system may prove to be a barrier to future development, which will be illustrated later in this report.

While the overall supply and demand calculation of Table 4 shows excess supply, the quantity is less than the maximum-day demand for the system and does not leave a substantial buffer should there be system supply issues, or excessive usage due to fire flow demand.

Table 4: Water supply and demand based on treatment system production.

Supply and Demand	Basis of Calculation	Quantity (gpd)
Daily water production	650 gpm over 24 hrs	936,000
Maximum storage volume	330,000 gal + 225,000 gal	525,000
Total Supply		**1,461,000**
Maximum day demand	Based on 2020 reports	714,860
Fire flow	1500 gpm for 4 hrs	360,000
Total Demand		**1,074,860**
	Excess Supply per day	**386,140**

Pressure and Fire Flow

There are currently just over 60 fire hydrants in Bridgeport, spread throughout the community, and including Bridgeport Townsite, Alpine Vista Estates, Evans Tract, and the Bridgeport Indian Colony. Pressure in the system varies but is typically 85-90 pounds per square inch (psi) on the valley floor area (Bridgeport Townsite) and increases when wells are pumping. The water pressure in homes at higher elevations reduces to below 80 psi.

Table 5 below shows results of fire flow testing completed in 2015 and 2023.

Table 5: Fire flow testing results, Bridgeport PUD.

Test Location	Date	Measured Flow (gpm)
Twin Lakes Rd.	07/2023	1,130
US Hwy 395 & Bridge St.	12/2015	1,910
Main St. & School St.	12/2015	2,120
SR 182 & Aurora Canyon Rd.	12/2015	1,430
US Hwy 395 & Mt. Patterson (Evans Tract)	12/2015	1,750

Although there are a couple of hydrants connected to 4-inch water mains, no hydrants are connected to smaller pipes. Flow testing shows that much of the community is covered by adequate fire flow rates above 1,500 gpm, though some areas are below. While 1,500 gpm is typically adequate for single-family homes, some multi-family developments, and larger commercial facilities may require greater flow values.

Capacity Analysis

In analyzing the current and potential future capacity in the water system, both the average day use and maximum day use are considered. Because the system capacity in households is directly dependent upon the average use per household, efforts to promote water conservation can have a direct impact on the remaining capacity for additional housing and other development. As expected, there is less capacity available for additional housing when considering the maximum day demand.

Tables 6 and 7 are a representation of increased demand created by certain potential development scenarios. Table 6 uses one unit of average day usage as 1,474 gallons per day (gpd) per household, as shown in Table 2. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key sites, and development of a single

ADU, plus a JADU at each existing single-family zoned property. The Remaining Capacity column represents the capacity remaining based on the sum of demand for each scenario subtracted from the system capacity, with households shown in parentheses. Refer to Appendix B for alternate capacity analysis tables and full data notes.

Table 6: Water Capacity Analysis for Average Day Demand for Bridgeport PUD

Development Scenario Average Day Demand	Demand/ Use	Remaining Capacity (936,000 gpd system capacity)
Scenario 1: Current Demand *(1,474 gpd Use Rate & 170 households)*	250,580 gpd	685,420 gpd (465 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(1,474 gpd Use Rate & 126 Vacant Residential Parcels & Current Demand)*	436,304 gpd	499,696 gpd (339 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(1,474 gpd Use Rate & 126 Vacant Parcels + 52 Key Sites Units & Current Demand)*	512,952 gpd	423,048 gpd (287 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(1,474 gpd Use Rate & 170 ADUs/JADUs & Current Demand)*	501,160 gpd	434,840 gpd (295 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(1,474 gpd Use Rate & 126 Vacant Parcels + 52 Key Sites Units +296 ADUs/JADUs & Current Demand)*	949,256 gpd	-13,256 gpd (-9 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(1,474 gpd Use Rate - Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	1,339,866 gpd	-403,866 gpd (-274 Households)

Table 7: Water Capacity Analysis for Maximum Day Demand for Bridgeport PUD

Development Scenario Maximum Day Demand	Demand/ Use	Remaining Capacity (936,000 gpd system capacity)
Scenario 1: Current Demand *(4,205 gpd Use Rate & 170 connections)*	714,850 gpd	221,150 gpd (53 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(4,205 gpd Use Rate & 126 Vacant Residential Parcels & Current Demand)*	1,244,680 gpd	-308,680 gpd (-73 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(4,205 gpd Use Rate & 126 Vacant Parcels + 52 Key Sites Units & Current Demand)*	1,463,340 gpd	-527,340 gpd (-125 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(4,205 gpd Use Rate & ADUs/JADUs & Current Demand)*	1,429,710 gpd	-493,710 gpd (-243 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(4,205 gpd Use Rate & 126 Vacant Parcels + 52 Key Sites Units +296 ADUs/JADUs & Current Demand)*	2,708,020 gpd	-1,772,020 gpd (-421 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(4,205 gpd Use Rate - Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	3,822,345 gpd	-2,886,345 gpd (-686 Households)

2.3 Sewer System

The sewer system in Bridgeport includes 96 connections and is comprised of approximately four miles of gravity sewer lines, approximately two miles of force main, four pumping stations, and wastewater treatment ponds. The current permitted capacity of the treatment ponds is 200,000 gpd.

The current treatment volumes are unknown. For design and planning purposes, in accordance with nationally and industry-wide accepted design standards for planning infrastructure (known as the Ten State Standards), the value of 100 gallons per capita per day (plus wastewater flow from industrial plants and major institutional and commercial facilities) is used to estimate sewer flows. The calculated sewage flow based on a population of 553 and no significant institutional or commercial facilities results in an estimated flow of 55,300 gpd. Alternatively, a standard average daily flow of 255 gpd for a typical single-family residence is used in flow development for planning purposes for many communities along the Eastern Sierra front. Using the 96 sewer connections (assuming most are residential), this results in an estimated average flow of 24,480 gpd. Alternately, the known rate from a similar community may be used as an estimate of the flow per connection, as shown in Table 8, below.

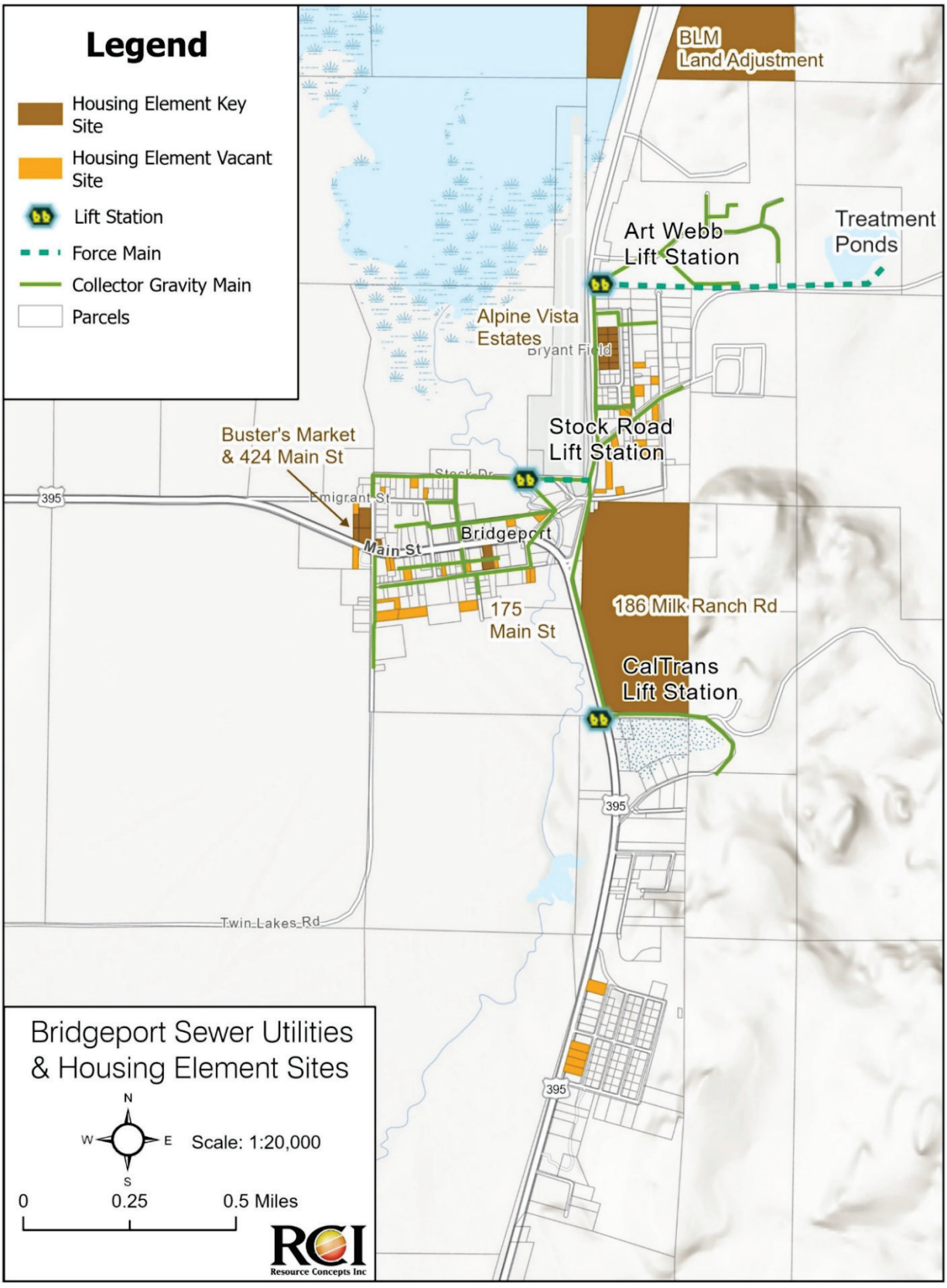
Table 8: Wastewater Discharge Estimates

Criteria	Rate	Discharge per Day
Per Capita Standard	100 gal. per capita	55,300 gallons
Per SFR – Design Standard	255 gpd per SFR	24,480 gallons
Same rate as Crowley Lake	121 gal/connection	11,616 gallons

The per capita rate does not take into consideration either the large portion of population currently using septic systems, or the large influx of seasonal population not included in the population estimate. The discharge of 55,300 gpd for the per capita estimate is used in the capacity analysis to be conservative. When needed, during a specific potential improvement project, further investigation to determine actual flows can be completed by measuring the discharge into the treatment ponds.

As with water demand, sewer disposal volumes are higher in the summer months due to increased occupancy. Though much of the increased water use during warmer months occurs outdoors; however, the occupancy in the community is higher, which leads to higher sewer flows as well. The overall sewer system is shown in Figure 2.

Figure 2: Bridgeport PUD Sewer System



Capacity Analysis

In analyzing the current and potential future capacity of the sewer system, both the average day discharge and maximum day discharge are considered. Because the system capacity in households is directly dependent upon the average water use per household, efforts to promote water conservation would have a direct impact on the remaining sewer capacity for additional housing.

Tables 9 and 10 are a representation of increased discharge to the sewer system generated by each potential development scenario. The tables use one unit of discharge, in households, as 576 gallons per day for average day discharge and 1,728 gallons per day for maximum day discharge, as shown in Table 8. This unit is then applied to equivalent household units that may be developed, given vacant lots within the service area, possible development of the key sites, and the addition or development of a single ADU, plus a JADU at each existing single-family household.

The Remaining Capacity column represents the capacity remaining based on the sum of discharge for each scenario subtracted from the system capacity. The number in parentheses represents the number of additional households that may be served by the system at the applicable discharge rate. Refer to Appendix B for alternate capacity analysis tables and full data notes.

Table 9: Sewer Capacity Analysis for Average Day Demand for Bridgeport PUD

Development Scenario Average Day Discharge	Discharge	Remaining Capacity (200,000 gpd system capacity)
Scenario 1: Current Discharge *(576 gpd Discharge Rate - 96 connections)*	55,296 gpd	144,704 gpd (251 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(576 gpd Discharge Rate - 126 Vacant Residential Parcels & Current Discharge)*	127,872 gpd	72,128 gpd (125 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(576 gpd Discharge Rate - 126 Vacant Parcels + 52 Key Sites Units + Current Discharge)*	157,824 gpd	42,176 gpd (73 Households)
Scenario 4: Development of ADUs/JADUs & Current Discharge *(576 gpd Discharge Rate - ADUs/JADUs + Current Discharge)*	110,596 gpd	89,404 gpd (155 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(576 gpd Discharge Rate - 126 Vacant Parcels + 52 Key Sites Units +222 ADUs/JADUs + Current Discharge)*	285,692 gpd	-85,692 gpd (-148 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(576 gpd Discharge Rate - Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	523,584 gpd	-323,584 gpd (-562 Households)

Table 10: Sewer Capacity Analysis for Maximum Day Demand for Bridgeport PUD

Development Scenario Maximum Day Discharge	Discharge	Remaining Capacity (200,000 gpd system capacity)
Scenario 1: Current Discharge *(1,728 gpd Discharge Rate & 96 connections)*	165,888 gpd	34,112 gpd (20 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(1,728 gpd Discharge Rate & 126 Vacant Residential Parcels & Current Discharge)*	383,616 gpd	-183,616 gpd (-106 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(1,728 gpd Discharge Rate & 126 Vacant Parcels + 52 Key Sites Units & Current Discharge)*	473,472 gpd	-273,472 gpd (-158 Households)
Scenario 4: Development of ADUs/JADUs & Current Discharge *(1,728 gpd Discharge Rate & ADUs/JADUs & Current Discharge)*	549,504 gpd	-349,504 gpd (-202 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(1,728 gpd Discharge Rate & 126 Vacant Parcels + 52 Key Sites Units +222 ADUs/JADUs & Current Discharge)*	857,088 gpd	-657,088 gpd (-380 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(1,728 gpd Discharge Rate - Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	1,570,752 gpd	-1,370,752 gpd (-793 Households)

Special Note. *It is understood that Table 10 represents and calculates a conservative discharge rate at maximum day discharge. The actual value may be as much as half the value shown but can only be utilized when confirmed by measured system discharge into the ponds. It is possible that the system may be able to support the demand represented by the existing users, plus vacant lots, plus nearly all the potential households at the key sites. For example, discharge flow shown in Scenarios 2, 3, 4, and 5 could be reduced to 191,808 gpd, 236,736 gpd, 274,752 gpd, and 428,544 gpd respectively. This change shows that the current system can accommodate the existing plus vacant lots (Scenario 2) but would still be overtaxed when considering Scenarios 3, 4, and 5.*

In summary, the existing Bridgeport PUD sewer system capacity is sufficient to provide services to the existing households, plus infill vacant lot and the 52 additional households within the key sites for the average day usage. However, system capacity upgrades and improvements may be required to sufficiently serve the key sites at maximum day usage.

Regarding increased density and allowing for ADU and JADU connections within the existing single-family and/or at key sites, the analysis concludes that maximum day discharges are in excess of capacity for most scenarios and not able to support increased density development.

2.4 Fire Protection

Background

Fire protection for Bridgeport is provided by the Bridgeport Fire Protection District (FPD). Peak call volumes occur during summer months associated with increased travel and visitation.

Staffing

Bridgeport FPD services are provided by an all-volunteer fire department with a part-time paid Chief. There are 20 firefighters at the time of this report. Firefighter training and incident response times are

consistent with National Fire Protection Association (NFPA) standards for volunteer and rural departments.

Station

The Bridgeport FPD is served by one station located at 309 Main Street, built in 1950. The 4,000 sq ft station has three bays, an office, and a training room. The station parcel is 6,000 sq ft and there is limited area available to expand the station.

Apparatus

Bridgeport FPD operates two Type 1 engines, one Type 3 brush truck, and a rescue vehicle. The existing apparatus meets the need for immediate incident response. The FPD has identified the need for a Type 6 brush truck.

Emergency Access

Bridgeport has good access to state highways, local road connectivity, and few dead-end roads.

Water Supplies

Bridgeport PUD provides hydrants throughout the water service area. Most fire flows are adequate to meet existing needs, though two fire flow tests resulted in flows less than 1,500 gallons, as identified in Table 5.

Ambulance and Medical

Mono County Emergency Medical Services provides ambulance services based from Station 7-Bridgeport.

Conclusion

The Bridgeport FPD has identified the need for an additional brush truck apparatus to maintain or improve capabilities. The district station is older and located on a site that may not allow for expansion to the existing facility.

2.5 Priority Sites

The key sites associated with Bridgeport PUD and the Bridgeport area, identified in the Housing Element are summarized below with the potential number of additional housing units. See Appendix A for a graphical representation of the sites together with vital information, zoning, Assessor's Parcel Numbers (APNs), and summary of characteristics.

1) **Buster's Market (Redevelopment) – 23 units**
2) **424 Main Street (Vacant Infill) – 3 units**

3) **175 Main Street (Vacant Infill) – 14 units**

The parcels located within the town and along Main Street (Buster's Market, 424 Main Street, and 175 Main Street) are redevelopment properties and have only minor utility infrastructure barriers to redevelopment. Both the water and sewer systems are within the right-of-way along frontage and can provide services to these properties. Upsizing pipes near the properties may be required for adequate fire flow.

4) **Alpine Vista Estates (Vacant Outskirts) – 12 Units**

The Alpine Vista Estates properties have water service available along Sierra View Drive to the east; water mains do not run along the properties fronting Sweetwater Road (SR 182) and may need to be extended to serve these properties. Additionally, there is currently no sewer service available to these parcels, which makes them undevelopable based on lot size requirements for septic system installation. There are options to extend sewer lines to this area to allow for development, either tying into existing gravity sewer mains or running a sewer main to the existing lift station north of the neighborhood.

5) **186 Milk Ranch Rd (Vacant Remote) – Undetermined**

There is a sewer main that runs within US Hwy 395 fronting this property, and water infrastructure runs along several sides of the property. Infrastructure would have to be extended into the property for any future development. The property is not currently located within the Bridgeport PUD service area and would have to be annexed prior to service.

6) **BLM Land Exchange (Vacant Remote) – Undetermined**

No water or sewer infrastructure currently serves the identified property. The property is not currently located within the Bridgeport PUD service area and would have to be annexed prior to service. This site does not have any of the utility location advantages of other key sites identified and would require construction of significant infrastructure to develop.

2.6 Other Considerations

Other areas not identified as key sites have potential for residential development with some utility infrastructure addition. The Evans Tract area could support additional development with extension of sewer service, and some properties in the Aurora Canyon Road area could support additional development with water and sewer service.

2.7 Conclusions

The current Bridgeport PUD water and sewer systems serve the majority of the Bridgeport community, but opportunities exist for infill development and extending infrastructure to allow for additional residential development in established residential areas. The foregoing analysis reveals that some increased density may be supported with the existing system, however, the system cannot support development of full key sites with increased density to allow ADU and JADU development.

During the high demand summer months, the water system production is limited by the capacity of the water treatment plant, which currently operates near capacity during these times. The source water wells in the system have the ability to produce more water than they currently do, if not limited by the water treatment maximum flows.

The sewer system in Bridgeport appears to have additional disposal capacity, but less than the water system based on the capacity analyses. The current discharge volume could be investigated to better understand the actual flows, which could impact the available capacity. Some residential properties are currently undevelopable due to lack of sewer infrastructure and lot size.

2.8 Capacity Improvement Recommendations

In considering next steps and possible capital improvement projects to improve or increase the water and sewer systems capacities, our summary for the community of Bridgeport is the following:

1) Water system treatment capacity should be increased.
2) Consideration of developer-constructed water distribution systems and extensions.
3) Additional sewer infrastructure (collection systems) should be considered to extend collection to undeveloped lots and opportunities for increased density.

Specific area and system improvements will be addressed in Phase 3 of the project – Capacity Improvement Projects Summary.

Section 3. References

California Drinking Water Watch; https://sdwis.waterboards.ca.gov/PDWW/index.jsp; accessed July - December 2023

California State Water Resources Control Board GeoTracker; https://geotracker.waterboards.ca.gov/; accessed June – December 2023

Mono County Housing Element; Mono County Community Development, 6th Cycle Update, 2019-2027; adopted November 5, 2019

Municipal Service Review and Sphere of Influence Recommendation; Bridgeport Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; October 2010

Recommended Standards for Wastewater Facilities (Ten States Standards), 2004 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers

California Government Code; §§ 65852.2, subd. (f), and 66000, https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=65852.2&lawCode=GOV , accessed January – March 2024

Appendix A

Key Sites from Housing Element

1) Buster's Market (Redevelopment) – 23 units

Buster's Market (Redevelopment)

APN: 008-092-003, 008-092-006,

008-092-009

Acres: 1.77

Unit Potential: 23

LUD: Commercial, Multi-Family Low

Income Level: Moderate

Potential for redevelopment of the former Buster's Market, an existing vacant building. Property consists of three parcels – two commercial lots and one multi-family low (MFR-L). Site is located along main street at the northern end of the Bridgeport core. The County will consider re-zoning to MFR-H to accommodate more density.

2) 424 Main Street (Vacant Infill) – 3 units

424 Main Street

APN: 008-093-026

Acres: 0.22

Unit Potential: 3

LUD: Commercial

Income Level: Moderate

Adjacent to the vacant "Buster's Market" property, this commercial parcel could provide site for a small multi-family or mixed-use development along main street. No infrastructure improvements required.

3) 175 Main Street (Vacant Infill) – 14 units

175 Main Street (Underdeveloped) APN: 008-141-004 Acres: 0.94 Unit Potential: 14 LUD: Commercial Income Level: Low, Moderate Property is a candidate for infill or redevelopment. Parcel is in the Bridgeport core and has access from Main Street (Highway 395) and Kingsley Street. No infrastructure improvements required.	

4) Alpine Vista Estates (Vacant Outskirts) – 12 Units

Alpine Vista Estates Acres: 3.1 Unit Potential: 12 LUD: SFR Income Level: Moderate Subdivision of single-family lots located along Highway 182. Agreement is in place to improve roads for subdivision. Project on hold until market conditions improve.	

5) 186 Milk Ranch Rd (Vacant Remote) – Undetermined

186 Milk Ranch Rd APN: 008-080-011 Acres: 74.3 LUD: Estate Residential, Specific Plan Income Level: Moderate Large parcel located east of the Bridgeport townsite. Main constraints are water quality environmental impacts due to the presence of alkali flats and wetlands.	

6) BLM Land Exchange (Vacant Remote) – Undetermined

BLM Land Exchange APN: 008-030-014 Acres: 163.2 LUD: Resource Management Income Level: Moderate Large flat parcel located north of the Bridgeport townsite along Highway 182. Lot is owned by BLM and could be a candidate for a land exchange proposal.	

Appendix B

Full Capacity Tables with Notes

Table 6B: Water Capacity Analysis for Average Day Demand for Bridgeport PUD
(See Table 6 in Section 2 of report)

#	Bridgeport – Average Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			936,000	
2	Use rate per household	1,474			
3	Current households		170		
4	Current Demand	250,580		685,420	465
5	**Vacant Residential parcels**		126		
6	Current + Vacant Demand	436,304		499,696	339
7	**Add Key Sites – Potential Units**		52		
8	Current + Vacant + Key Sites	512,956		423,044	287
9	**Added ADU + JADU**		296		
10	Current + Vacant + Key Sites + ADU & JADU	949,260		-13,260	-9

Table Line Notes

1. Current system capacity at 650 gpm, the maximum treatment flow, over 24 hours. This capacity is applicable to both average and maximum daily demand.
2. The use rate per household for an average day is based on the annual water production reported in 2020 divided by the number of households identified in the 2020 Census (item 3).
4. Current demand is determined by multiplying the use rate per household by the number of households.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 7B: Water Capacity Analysis for Maximum Day Demand for Bridgeport PUD
(See Table 7 in Section 2 of report)

#	Bridgeport – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			936,000	
12	Use rate per household	4,205			
13	Current households		170		
14	Current Demand	714,860		221,140	53
15	Vacant Residential parcels		126		
16	Current + Vacant Demand	1,244,690		-308,690	-73
17	Key Sites – Potential Units		52		
18	Current + Vacant + Key Sites	1,463,350		-527,350	-125
19	**Added ADU + JADU**		296		
20	Current + Vacant + Key Sites + ADU & JADU	2,708,030		-1,772,030	-421

Table Line Notes:

11. Current system capacity at 650 gpm, the maximum treatment flow, over 24 hours. This capacity is applicable to both average and maximum daily demand.
12. The use rate per household for maximum day is based on the maximum day water production reported in 2020 divided by the number of households identified in the 2020 Census.
14. Current demand is determined by multiplying the use rate per household by the number of households.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
16. Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in water production for future scenarios.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
19. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 9B: Sewer Capacity Analysis for Average Day Demand for Bridgeport PUD
(See Table 9 in Section 2 of report)

#	Bridgeport – Average Day	Sewer Discharge (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			200,000	
2	Discharge rate per household	576			
3	Current sewer connections		96		
4	Current Discharge	55,296		144,704	251
5	Vacant Residential parcels		126		
6	Current + Vacant Discharge	127,872		72,128	125
7	Key Sites – Potential Units		52		
8	Current + Vacant + Key Sites	157,824		42,176	73
9	**Added ADU + JADU**		222		
10	Current + Vacant + Key Sites + ADU & JADU	285,692		-85,692	-148

Table Line Notes

2. The discharge rate per household is based on an estimated discharge per capita for an average day of 100 gpd for a population of 553 and divided by the number of sewer connections to determine the rate per household.
4. Current discharge is determined by multiplying the discharge rate per household by the number of sewer connections.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household.

Table 10B: Sewer Capacity Analysis for Maximum Day Demand for Bridgeport PUD
(See Table 10 in Section 2 of report)

#	Bridgeport – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			200,000	
12	Discharge rate per household	1,728			
13	Current sewer connections		96		
14	Current Discharge	165,900		34,100	20
15	Vacant Residential parcels		126		
16	Current + Vacant Discharge	383,628		-183,628	-106
17	Key Sites – Potential Units		52		
18	Current + Vacant + Key Sites	473,484		-273,484	-158
19	Total households/residences		222		
20	Current + Vacant + Key Sites + ADU & JADU	857,088		-657,088	-380

Table Line Notes

12. The discharge rate per household for maximum day is estimated as three times the average day discharge. This represents a standard, yet conservative peaking factor for sewer discharge.

14. Current discharge is determined by multiplying the discharge rate per household by the number of sewer connections.

15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.

16., 18. & 20. Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in sewer treatment for future scenarios.

17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.

19. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household.

March 2024

Special District Needs Assessment Report

Crowley Lake

for—

Mono County Community Development

Prepared For:

Mono County Community Development
74 N. School St.
PO Box 8
Bridgeport, CA 93517

1290 Tavern Rd.
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

Resource Concepts, Inc.
340 N. Minnesota St.
Carson City, Nevada 89703
(775) 883-1600

www.rci-nv.com

Table of Contents

Tables

Figures

Appendices

List of Acronyms

Acronym	Description
AC	Acre
ADUs	Accessory dwelling units
AFA	Acre-feet annually
APN	Assessor's Parcel Number
CIP	Capital Improvement Plan
CSD	Community Service District
Demand	Average daily use
FPD	Fire Protection District
Gal	gallons
gpd	Gallons per day
gpm	Gallons per minute
Hwy	Highway
JADU	Junior accessory dwelling unit
MWC	Mutual Water Company
NFPA	National Fire Protection Association
psi	Pounds per square inch
PUD	Public Utility District
PVC	Polyvinyl chloride
sq ft	Square feet
SFR	Single-family residence
SR	State route

Section 1. Introduction

California Housing Element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need (Mono County Housing Element). In response to this law, Mono County has prepared the Mono County Housing Element, the most recent update adopted in 2019, covering the time frame of 2019 to 2027.

The Housing Element establishes the following goals to address housing in Mono County:

1) Increase Overall Housing Supply, Consistent with Mono County's Rural Character
2) Increase the Supply of Community Housing
3) Retain Existing Community Housing
4) Ensure All Other Needs Related to Housing are Met

Policies are included within the Housing Element in support of these goals, including policy 1.5 below:

> *1.5 Identify sites within or adjacent to existing communities where infrastructure limits development potential. Participate in the preparation of at least two grant applications by invitation of the infrastructure entities and assist those entities with understanding environmental regulations.*

This policy supports the evaluation of infrastructure barriers within Mono County, which is addressed within this Special Districts Needs Assessment Report. This report includes the analysis of utility infrastructure within the community of Crowley Lake, Mono County, California.

The purpose of this report is to identify potential barriers to housing growth due to limitations within the water and sewer utilities in Crowley Lake and specifically for the key site identified in the Housing Element. Water is provided by several mutual water companies in Crowley Lake. This report includes basic information regarding those water systems, but they are not within the scope of the Special Districts for this effort. The Hilton Creek Community Services District (Hilton Creek CSD) provides sanitary sewer service and disposal for most of the community of Crowley Lake.

The fire district associated with the Crowley Lake community (Long Valley Fire Protection District) has been included in the collection of operational, organizational and asset information and data to evaluate any specific barriers to development within the key sites. A summary of the findings can be found at the end of this report.

Special District Needs Assessment Reports have also been developed for the communities of Bridgeport, June Lake, and Lee Vining.

1.1 Accessory Dwelling Units

Mono County housing policies and changes to state law incentivize the construction of ADUs. For purposes of the analysis, a conservative estimate of demand from ADU development is based on the theoretical highest intensity allowed. The current rate of ADU development is approximately 10% of new building permits in Mono County. Cost and site constraints are expected to limit this type of development overall.

Table 1: Accessory Dwelling Unit Water Use and Sewer Discharge

Single-family dwelling unit equivalent 1.0	ADU – 0.65	JADU - 0.35
3 bedrooms	2 bedrooms	1 bedroom (conversion or addition)
2 bathrooms + kitchen	1 bath + kitchen	1 bath + efficiency kitchen

When considering ADUs in the community, the rate of use is estimated at 65% of the use of a single-family residence, and a Junior ADU (JADU) is estimated at 35% of the use of a single-family residence. This ratio is determined based on assumed plumbing fixtures in each unit. This assumes two bathrooms and a kitchen for a single-family unit, one bathroom and one kitchen for an ADU, and one bathroom and an efficiency kitchen for a JADU. Typically, an ADU uses less water and produces less effluent than a standard residence and we find from other communities' data that the above approximations are sound for planning purposes.

Note that at the time of this report, ADUs and JADUs are not subject to connection fees for structures under 800 square feet.

Section 2. Capacity Analysis

2.1 Description

The community of Crowley Lake is located along U.S. Highway 395, approximately 15 miles southeast of the Town of Mammoth Lakes and approximately 28 miles northwest of Bishop in Inyo County. Crowley Lake is grouped with Sunny Slopes, Aspen Springs, and McGee Creek into the Long Valley Planning Area in Mono County. Crowley Lake had a population of 980 within 399 households based on the 2020 U.S. Census (data.census.gov). Crowley Lake consists of residential and commercial development, a county park, community center and ball fields, county road facilities, fire station, and a water treatment facility. Anticipated future development includes single-family and multi-family residential development, commercial uses, lodging, and public facilities.

The Hilton Creek CSD provides sewer service in Crowley Lake, including 373 sewer connections, serving approximately 1,000 to 1,200 residents. Water service within Crowley Lake is provided by Mountain Meadows Mutual Water Company (Mountain Meadows MWC), Crowley Lake Mutual Water Company (Crowley Lake MWC), and the Crowley Lake Trailer Park. The water and sewer systems, and ability to meet the needs of additional housing, are discussed in the following sections.

Birchim Community Service District (Birchim CSD) provides water to the Sunny Slopes community, including 69 water connections, serving approximately 139 residents. It is acknowledged that this community is composed of a high ratio of second homes, therefore the number of reported households per the 2020 census will not be used in the capacity analysis. Birchim CSD provides water to the existing residential community.

The Mountain Meadows MWC and Crowley Lake MWC providing water within Crowley Lake are private, mutual benefit corporations established for the purpose of providing water to their shareholders. The MWCs are regulated as public water systems by the California Department of Public Health. MWCs are not special districts subject to oversight, identified by Mono County for assessment. The water system information provided below is summarized and not highly detailed. A discussion for each key site identified in the Housing Element is included in section 2.4 of this report.

None of the key sites currently identified would connect to the trailer park water system, and the trailer park would not be subject to accessory dwelling units (ADUs), therefore it is not discussed beyond the number of connections and population served.

The Sunny Slopes community and the Birchim CSD is included in the special districts, identified by Mono County for assessment, the water system information is provided below and used for analysis.

2.2 Water System

Demand

The population and connections for each water system is shown in Table 2, below. Data is from California Drinking Water Watch.

Table 2: Population and Connections within Water Systems in Crowley Lake

Water System	Population	Connections
Mountain Meadows MWC	505	121
Crowley Lake MWC	175	57
Crowley Lake Trailer Park	230	108
Birchim CSD	139	69

The Crowley Lake Trailer Park connections are not metered, while Mountain Meadows MWC and Crowley Lake MWC do have metered connections. Typically, the water use for unmetered connections is greater than those that are metered. The total annual water usage for Mountain Meadows MWC in 2020 was 27.75 million gallons, which equates to approximately 76,030 gallons per day (2023 Electronic Annual Report). The total annual water usage for Crowley Lake MWC in 2022 was 10.0 million gallons, which equates to approximately 27,390 gallons per day. The total annual water usage for the Birchim CSD in 2020 was 14.35 million gallons, which equates to approximately 39,329 gallons per day. The water usage per day for Crowley Lake MWC, Mountain Meadows MWC, and Bircham CSD are shown in Tables 3A and 3B, and in Table 4, for Birchim CSD.

Table 3A: Water Use per Day, Crowley Lake MWC

Criteria	Value	Use Rate per Day
Population	175	157 gallons
Connections	57	481 gallons

Table 3B: Water Use per Day, Mountain Meadows MWC

Criteria	Value	Use Rate per Day
Population	505	151 gallons
Connections	121	628 gallons

Note: The Mountain Meadows MWC provides a water usage estimate on its website of approximately 440 gallons per residential unit per day and 125 gallons per capita, which is lower than that reported in 2020.

Table 4: Water Use per Day, Birchim CSD

Criteria	Value	Use Rate per Day
Population	139	283 gallons
Connections	69	569 gallons

As with many communities in Mono County, the Crowley Lake and Sunny Slopes communities experience seasonal population and use increases during the summer months, causing higher water demand. Within the Mountain Meadows MWC service area, the maximum day demand in summer is 300% of the average day demand. The peak summer demand compared to average day demand is consistent with rates in similar communities.

The projected water demand for additional housing development can be approached in numerous ways, including applying standard use rates per new residence, with slightly lower rates per unit for multi-family housing than for single-family homes. This method works well when potential development is specific, such as with a planned residential subdivision. Since average water use is known, while future development is unknown, this analysis uses average current water use to predict future use. Considerations that are likely to affect water demand per capita in a community can include the type and density of residential development, water service metering, commercial and industrial water use changes, seasonal population changes, landscaping changes, and water conservation efforts.

Source

All public water systems identified in section 2.1 rely on groundwater wells to provide water to their systems. The Mountain Meadows MWC utilizes two wells equipped with submersible pumps. The Crowley Lake MWC has two wells: one primary well and one for emergency use.

The maximum pumping rate for Mountain Meadows MWC is 450 gpm, or 648,000 gpd. The production capacity for Crowley Lake MWC and Birchim CSD is unknown.

Storage

The Mountain Meadows MWC system includes a water storage capacity of 335,000 gallons in two separate welded steel storage tanks. A third tank is proposed to be constructed in the southwest corner of the Lakeridge Bluffs Subdivision to serve the lower pressure zone of the system. The Crowley Lake MWC system includes one 275,000-gallon water storage tank. Birchim CSD is served by two storage tanks of 210,000 and 47,000 gallons

Distribution

The water distribution system for the Mountain Meadows MWC includes pipe diameters between 6 inches and 10 inches. Distribution infrastructure was installed originally in 1980, with additional system expansions periodically until the present.

The sizes and dates of installation of infrastructure within the Crowley Lake MWC are unknown at this time.

Birchim CSD has water mains needing replacement due to age and sub-standard diameter.

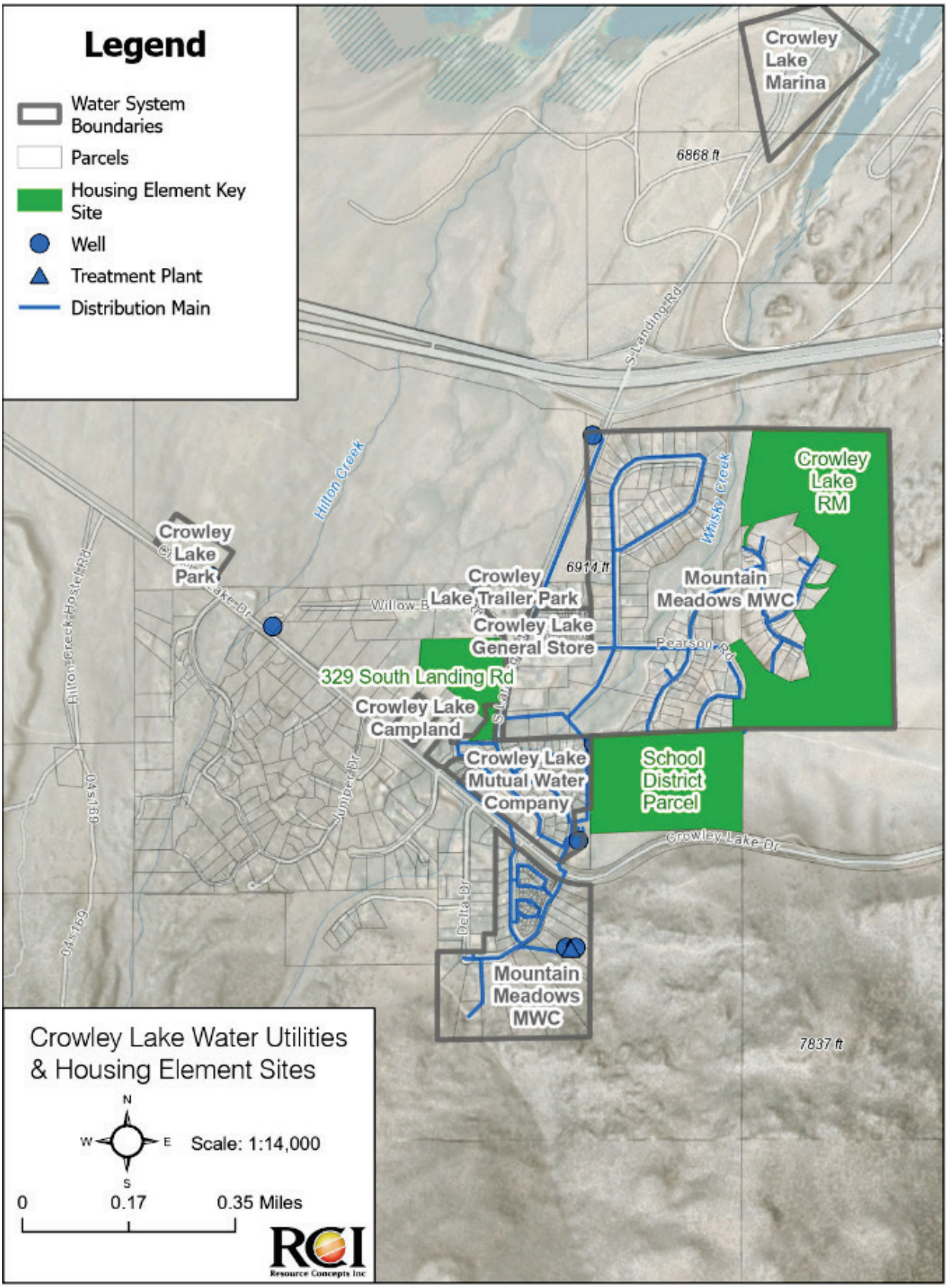
Quality/Treatment

The Mountain Meadows MWC has taken two of their 4 wells off-line due to uranium levels in the groundwater. Mountain Meadows MWC performs system chlorination on a quarterly basis, but no other water treatment is utilized at this time.

Pressure and Fire Flow

There are currently fire hydrants in Crowley Lake in areas served by the two mutual water companies. Fire flow volume and pressure available throughout the community are unknown at this time.

Figure 1: Crowley Lake Public Water Systems and Housing Element Sites



Capacity Analysis

Mountain Meadow MWC

In analyzing the current and potential future water capacity in the systems, both the average day use and maximum day use are considered. The current capacity is determined based on the pumping rate, which is equal to 648,000 gpd. Because the system capacity in households is directly dependent upon the average use per household, efforts to promote water conservation can have a direct impact on the remaining capacity for additional housing and other development. As expected, there is less capacity available for additional housing when considering the maximum-day demand. Due to a lack of available system information, only the capacity analysis for the Mountain Meadows MWC is included here.

Tables 5 and 6 are a representation of demand created by certain potential development scenarios. The tables use one unit of usage in households as 628 gallons per day (gpd) per household for average day demand as shown in Table 3B and 1,885 gpd per household for maximum day demand. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key sites, and then finally assuming the addition or development of a single ADU, plus a JADU at each existing single-family household. The Remaining Capacity column represents the capacity remaining based on the sum of demand for each scenario subtracted from the system capacity, with the corresponding households shown in parentheses. Refer to Appendix B for alternate capacity analysis tables and full data notes.

Table 5: Water Capacity Analysis for Average Day Demand for Mountain Meadows MWC

Development Scenario Mountain Meadows MWC- Average Day Demand	Demand /Use	Remaining Capacity (648,000 gpd system capacity)
Scenario 1: Current Demand *(628 gpd Use Rate & 121 connections)*	76,030 gpd	571,970 gpd (910 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(628 gpd Use Rate & 52 Vacant Residential Parcels & Current Demand)*	108,704 gpd	539,296 gpd (858 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(628 gpd Use Rate & 52 Vacant Parcels + 331 Key Sites Units & Current Demand)*	316,512 gpd	331,488 gpd (527 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(628 gpd Use Rate & ADUs/JADUs & Current Demand)*	152,018 gpd	495,982 gpd (790 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(628 gpd Use Rate & 52 Vacant Parcels + 331 Key Sites Units +173 ADUs/JADUs & Current Demand)*	425,156 gpd	222,844 gpd (355 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(628 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	529,404 gpd	118,596 gpd (189 Households)

Table 6: Water Capacity Analysis for Maximum Day Demand for Mountain Meadows MWC

Development Scenario Mountain Meadows MWC - Maximum Day Demand	Demand/ Use	Remaining Capacity (648,000 gpd system capacity)
Scenario 1: Current Demand *(1,885 gpd Use Rate & 121 connections)*	228,090 gpd	419,910 gpd (223 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(1,885 gpd Use Rate & 52 Vacant Residential Parcels & Current Demand)*	326,112 gpd	321,888 gpd (171 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(1,885 gpd Use Rate & 52 Vacant Parcels + 331 Key Sites Units & Current Demand)*	950,061 gpd	-302,061 gpd (-160 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(1,885 gpd Use Rate & ADUs/JADUs & Current Demand)*	554,195 gpd	93,805 gpd (50 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(1,885 gpd Use Rate & 52 Vacant Parcels + 331 Key Sites Units +173 ADUs/JADUs & Current Demand)*	1,276,166 gpd	-628,166 gpd (-333 Households)
Scenario 6: Current Development & ADUs & Maximum Density Development *(1,885 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	1,589,055 gpd	-941,055 gpd (-499 Households)

2.3 Sewer System

The Hilton Creek CSD sewer system in Crowley Lake is comprised of approximately 8.5 miles of gravity sewer lines, approximately 0.8 miles of force main, 1 pumping station, and wastewater treatment ponds. The current permitted capacity of the treatment ponds is 176,000 gallons per day.

The current treatment volume is approximately 45,000 gallons per day, well below the system design capacity. As with water demand, sewer disposal volumes are much greater in the warmer months and lower in the colder months. This discharge equates to approximately 121 gpd for 373 connections for average day discharge.

The Hilton Creek CSD adopted a Capital Improvement Plan (CIP) to support an updated rate study, which was adopted in February 2023. The CIP includes approximately $650,000 in improvements including wastewater treatment plant clarifier replacements and an emergency generator.

Capacity Analysis

Hilton Creek CSD

In analyzing the current and potential future capacity in the sewer system, both the average day discharge and maximum day discharge are considered. The current system capacity of 176,000 gpd is based on the current permitted discharge rate for the wastewater treatment facility. Because the system capacity in households is directly dependent upon the average water use per household, efforts to promote water conservation would have a direct impact on the remaining sewer capacity for additional housing.

Tables 7 and 8 are a representation of discharge to the sewer system generated by each potential development scenario. The tables represent a unit of discharge in households as 121 gallons per average day based on current treatment volumes and 363 gallons per maximum day per household. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key sites, and the addition or development of a single ADU, plus a JADU, at each existing single-family household. The Remaining Capacity column represents the capacity derived from the sum of Discharge column at each subject scenario subtracted from system capacity. The number in parentheses represents the number of additional households that may be served by the system, or in some cases, a representation of the shortage (net negative number). Note that the full build-out scenario considers key sites as they are currently zoned.

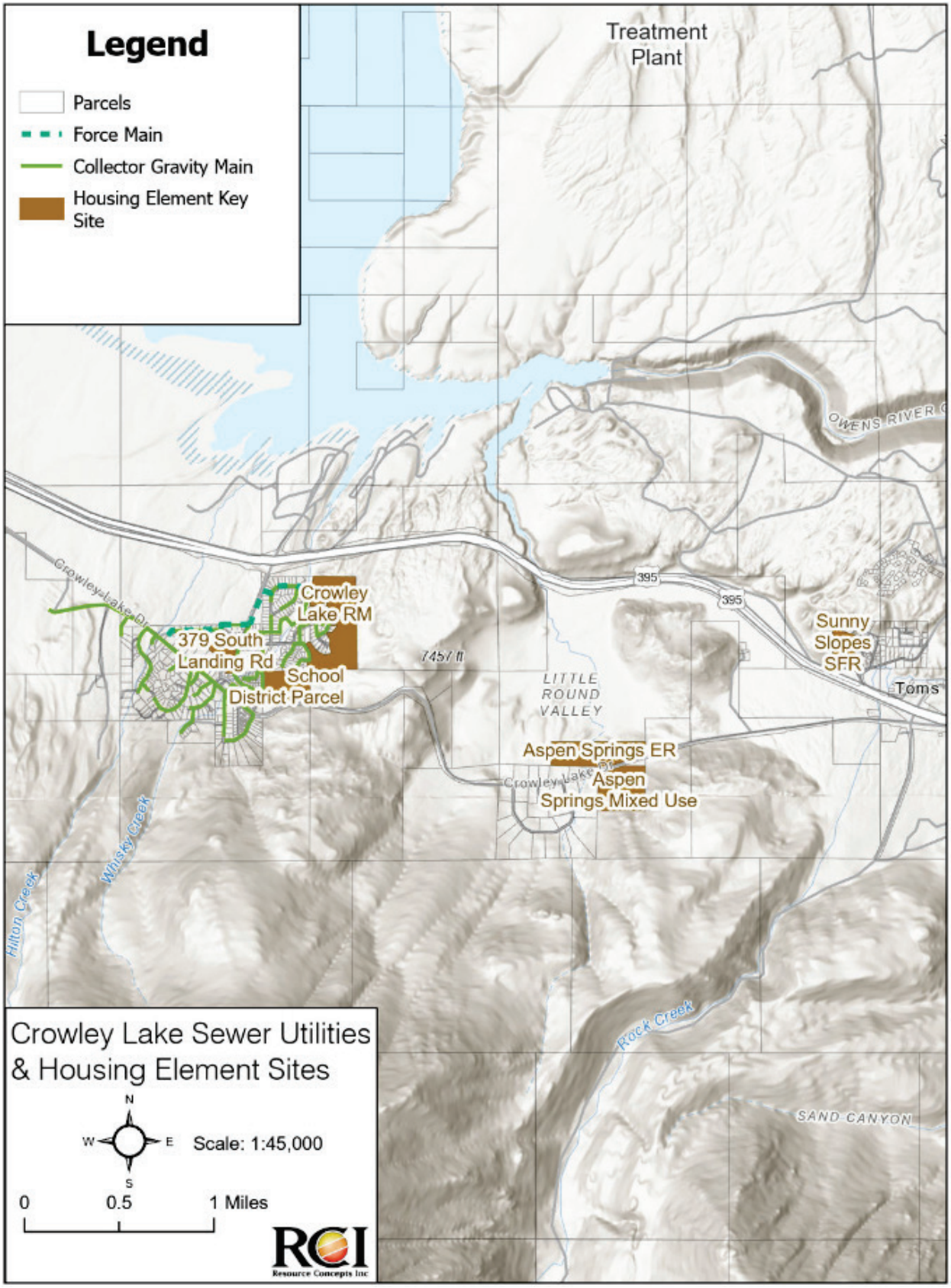
Table 7: Sewer Capacity Analysis for Average Day Demand for Hilton Creek CSD

Development Scenario Hilton Creek CSD - Average Day Discharge	Discharge	Remaining Capacity (176,000 gpd system capacity)
Scenario 1: Current Discharge *(121 gpd Discharge Rate & 373 connections)*	45,000 gpd	131,000 gpd (1,083 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(121 gpd Discharge Rate & 52 Vacant Residential Parcels & Current Discharge)*	51,292 gpd	124,708 gpd (1,031 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(121 gpd Discharge Rate & 52 Vacant Parcels + 331 Key Sites Units & Current Discharge)*	91,343 gpd	84,657 gpd (700 Households)
Scenario 4: Development of ADUs/JADUs & Current Discharge *(121 gpd Discharge Rate & ADUs/JADUs & Current Discharge)*	90,133 gpd	85,867 gpd (710 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(121 gpd Discharge Rate & 52 Vacant Parcels + 331 Key Sites Units + 425 ADUs/JADUs & Current Discharge)*	142,768 gpd	33,232 gpd (275 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(121 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	102,003 gpd	73,997 gpd (612 Households)

Table 8: Sewer Capacity Analysis for Maximum Day Demand for Hilton Creek CSD

Development Scenario Hilton Creek CSD - Maximum Day Discharge	Discharge	Remaining Capacity (176,000 gpd system capacity)
Scenario 1: Current Discharge *(363 gpd Discharge Rate & 373 connections)*	135,000 gpd	41,000 gpd (113 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(363 gpd Discharge Rate & 52 Vacant Residential Parcels & Current Discharge)*	154,275 gpd	21,725 gpd (59 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(363 gpd Discharge Rate & 52 Vacant Parcels + 331 Key Sites Units & Current Discharge)*	274,029 gpd	-98,029 gpd (-270 Households)
Scenario 4: Development of ADUs/JADUs & Current Discharge *(363 gpd Discharge Rate & ADUs/JADUs & Current Discharge)*	270,399 gpd	-94,399 gpd (-260 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(363 gpd Discharge Rate & 52 Vacant Parcels + 331 Key Sites Units + 425 ADUs/JADUs & Current Discharge)*	428,304 gpd	-252,304 gpd (-695 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(363 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	426,162 gpd	-250,162 gpd (-689 Households)

Figure 2: Hilton Creek CSD Sewer Infrastructure and Key Sites



2.4 Fire Protection

Background

Fire protection for the Crowley Lake, Aspen Springs, and Sunny Slopes communities is provided by the Long Valley Fire Protection District (Long Valley FPD). Long Valley FPD responds to approximately 120 annual calls for service.

Staffing

Long Valley FPD services are provided by an all-volunteer fire department with a full-time paid Chief. There are 25 firefighters. Firefighter training and incident response time are consistent with National Fire Protection Association (NFPA) standards for volunteer and rural departments.

Station

Long Valley FPD is served by one station located at 3605 Crowley Lake Drive. The station has five bays, 5,000 square feet, and training facilities. The existing station has adequate space for current demand. A new station is proposed to be constructed in Sunny Slopes.

Most of the structures and population in Crowley Lake FPD are within the 14 minute response time from the station per NFPA guidance response time of 14 minutes (NFPA 1720). Long Valley FPD is planning to construct a new station located in Sunny Slopes.

Apparatus

Long Valley FPD operates two Type 1 engines, one Type 2 engine, and a water tender. Long Valley FPD has identified the need for new and replacement engines.

Emergency Access

Crowley Lake local roads are well connected to major collectors of South Landing Road and Crowley Lake Drive. Existing dead-end roads are not feasible for secondary access considering topography and land ownership. Aspen Springs has good access to Crowley Lake Drive. The undeveloped portion of Sunny Slopes has steep slopes and dead-end road length requirements of the State Fire Safe Regulations 1273.08 and Mono County General Plan Land Use Chapter 22 which may limit the minimum lot size without a secondary access road.

Water Supplies

Crowley Lake has two major water purveyors providing hydrants; Mountain Meadows MWC and Crowley Lake MWC. Crowley Lake MWC has identified the need to replace approximately eight fire hydrants. Outside of these MWCs are individual parcels with wells or small private water systems. There are no water systems or hydrants serving Aspen Springs. Birchim CSD provides hydrants within the developed portion of Sunny Slopes.

Ambulance and Medical

Mono County Emergency Medical Services provides ambulance services based from Station 3-Mammoth Lakes.

Conclusion

Fire protection services are adequate to serve existing demand. Long Valley FPD has identified the need to construct a new fire station and acquire additional apparatus to maintain or improve service.

2.5 Priority Sites

The keys sites associated with Crowley Lake MWC and Mountain Meadows MWC along with Sunny Slopes and Aspens Springs areas, identified in the Housing Element are summarized below with the potential number of additional housing units. See Appendix A for a graphical representation of the sites together with vital information, zoning, APNs, and summary of characteristics.

Six key sites as identified in the 2019 Mono County Housing Element are analyzed in this report with respect to infrastructure opportunities and/or constraints and potential housing capacity. The following is a list of the key sites grouped by what community they are a part of:

Table 9: Key Sites Sorted by Community in Long Valley

Community	2019 Housing Sites	Water	Wastewater	Fire Protection
Aspen Springs	Aspen Springs ER, Aspen Springs Mixed Designation	Individual wells	Individual septic	Long Valley FPD
Crowley Lake	379 South Landing Rd Crowley Lake RM Mammoth USD Ballfield Staff Housing Crowley Lake Drive – Mixed Use	**Mutual water companies:** Mountain Meadows MWC Crowley Lake MWC **Small public water systems:** Crowley Lake Trailer Park Crowley Lake General Store Crowley Lake Campland Crowley Lake Park	Hilton Creek CSD	Long Valley FPD
Sunny Slopes	Sunny Slopes (vacant)	Birchim CSD	Individual wells	Long Valley FPD

Crowley Lake: Key Sites

School District Parcel – 25.9 AC – Undetermined Potential Units
Crowley Lake RM – 59.4 AC – Undetermined Potential Units
South Landing Road – 9.0 AC – 53 Potential Units

Aspen Springs: Key Sites

Aspen Springs ER – 37.6 AC – 20-30 Potential Units
Aspen Springs Mixed-Use – 36.0 AC – Undetermined Potential Units

Sunny Slopes: Key Sites

Sunny Slopes SFR – 12.8 AC – 11 Potential Units

Crowley Lake Area Key Sites

1) School District Parcel – 25.9 Acres (AC) – Undetermined Potential Units

There is currently no water or sewer service to the School District Parcel, though the parcel is adjacent to the Crowley Lake MWC to the west and Mountain Meadows MWC to the north. The property is outside but adjacent to the Hilton Creek CSD for sewer service. Both water and sewer infrastructure are adjacent to the property and should be able to be extended for service. With an assumed density of 4 units per acre, this property could accommodate approximately 103 residential units.

2) Crowley Lake RM – 59.4 AC – Undetermined Potential Units

There is currently no water or sewer service to the Crowley Lake RM property. The property is located within the Hilton Creek CSD, and sewer service could likely be extended to the property via gravity flow to the existing sewer lift station near the northwest boundary of the parcel. Since the property was originally included in the Lakeridge Bluffs future development of 114 parcels, the property is already within the Mountain Meadows MWC service territory, though no water infrastructure currently serves the property. The 2003 Mountain Meadows MWC system layout shows a proposed water tank location near the southeast corner of the property, so it is unclear whether this would need to be constructed in order to serve the area.

3) South Landing Road – 9.0 AC – 53 Potential Units

There is currently no water or sewer service to the South Landing Road Parcel, though the parcel is within the Hilton Creek CSD, an 8-inch diameter sewer main runs through the southeast corner of the property and adjacent to the property within South Landing Road. The property is not within a water service district but is adjacent to Mountain Meadows MWC to the northeast. An 8-inch diameter water main is located adjacent to the property within South Landing Road, and existing fire hydrants are located on the east side of South Landing Road. Both water and sewer infrastructure are adjacent to the property and may be able to be extended for service. The Crowley Lake Trailer Park water system is located immediately northeast of the property.

Aspen Springs Area Key Sites

4) Aspen Springs ER – 37.6 AC – Estate Residential – 20-30 Potential Units

The Aspen Springs ER site is not located within any public water or sewer system service areas. Mountain Meadows MWC and Hilton Creek CSD are the nearest water and sewer infrastructure approximately 2.3 miles to the west. Additionally, there is a high point along the route between the property and Crowley Lake with approximately a 200-foot elevation difference. Development of this area would require either a lengthy extension for existing water and sewer lines, development of new water and sewer systems to serve the property or parcels large enough to be served by domestic wells and septic systems, which would likely not contribute to low- or moderate-income housing.

5) Aspen Springs Mixed Use – 36 AC – Undetermined Potential Units

The Aspen Springs Mixed Use property is similar to the Aspen Springs ER site regarding available public water and sewer in utility limitations. It is not located within any existing water or sewer service territories. Existing water and sewer infrastructure is approximately 2.3 miles

to the west. Additionally, there is a high point along the route between the property and Crowley Lake with approximately a 200-foot elevation difference. Development of this area would require either a lengthy extension for existing water and sewer lines, development of new water and sewer systems to serve the property or parcels large enough to be served by domestic wells and septic systems, which would likely not contribute to low- or moderate-income housing. With similar constraints as the Aspen Springs ER site, an estimated 20-30 single-family residential units are possible.

Sunny Slopes Area Key Site

6) **Sunny Slopes - SFR – 12.8 AC –11 Potential Units**

The Sunny Slopes SFR parcels are located within the Birchim Community Service District, which provides water service to approximately 80 acres in the Sunny Slopes community. Development of this property would require an extension of existing water service and the use of septic systems for waste disposal.

2.6 Conclusions

Water in the Crowley Lake community is provided primarily by the Mountain Meadows MWC and the Crowley Lake MWC. The Mountain Meadows MWC has available water capacity during maximum day demand to serve existing demand plus vacant properties, plus more than half of the key site potential units within Crowley Lake. Available capacity within the Crowley Lake MWC is unknown. There are several properties not within or adjacent to either MWC that would require more substantial utility extensions and service district annexations or the creation of new separate water and sewer systems.

The Hilton Creek CSD sewer system has capacity available during maximum day demand to serve existing demand plus vacant properties, plus approximately 61 of the 270 key site potential units in Crowley Lake. It is unknown whether the daily discharge rate of 45,000 gpd reported is the average day demand, so it is possible a more complete analysis of the disposal rate could provide better information for capacity analysis.

The three key sites within Crowley Lake are all adjacent to existing water and sewer infrastructure that may be extended to serve the properties, though two of the three are outside the existing service territories of the mutual water companies. Possible recommended capital improvements will be addressed in Phase 3, Capital Improvement Summary of this study. Such improvements may include a capital project to determine fire flow and pressure availability within the water systems.

Section 3. References

California Drinking Water Watch; https://sdwis.waterboards.ca.gov/PDWW/index.jsp; accessed July - December 2023

California State Water Resources Control Board GeoTracker; https://geotracker.waterboards.ca.gov ; accessed June – December 2023

Mono County Housing Element; Mono County Community Development, 6th Cycle Update, 2019-2027; adopted November 5, 2019

Municipal Service Review and Sphere of Influence Recommendation; Birchim Community Service District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Recommended Standards for Wastewater Facilities (Ten States Standards), 2004 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers

Appendix A

Key Sites from Housing Element

1) School District Parcel

School District Parcel

APN: 060-110-014

Acres: 25.9

LUD: Public Facility

Income Level: Moderate

Parcel owned by the Mammoth Unified School District. Potential site for housing school district employees.

2) Crowley Lake RM

Crowley Lake RM

APN: 060-220-008

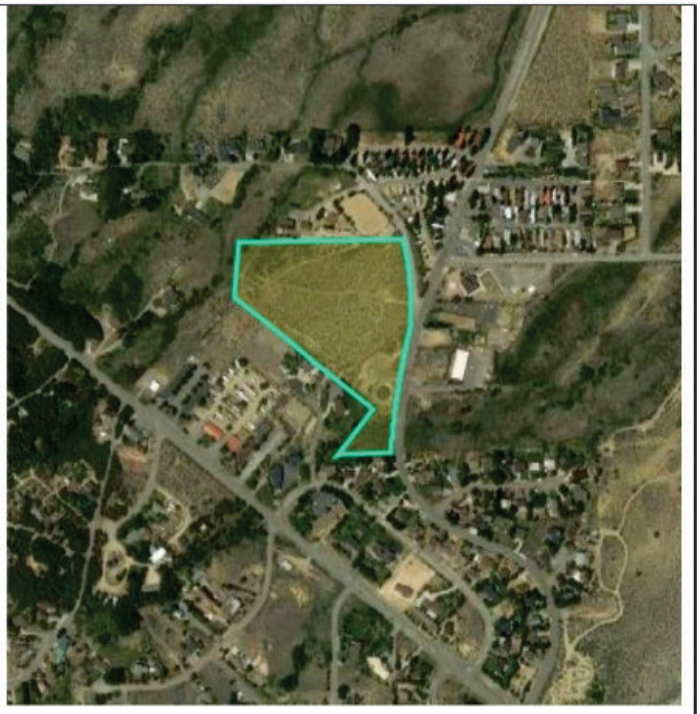
Acres: 59.4

LUD: Resource Management

Income Level: Moderate

Expired tract map for single-family residential with future potential for specific plan development due to size and location. Steep slopes on property. Could provide mix of housing types.

3) 379 South Landing Road

379 South Landing Road APN: 060-210-031 Acres: 9.0 Unit Potential: 53 LUD: Commercial, Specific Plan Income Level: Moderate Under the now-expired Crowley Estates Specific Plan, the property offers an opportunity for a mix of housing in the center of the Crowley Lake community. Infrastructure constraints are the largest concern for potential development, particularly water. Currently capacity does not exist to serve a higher density development, including the need for fire-related services.	

4) Aspen Springs ER

Aspen Springs ER APN: 062-040-019 Acres: 37.6 Unit Potential: 20-30 LUD: Estate Residential Income Level: Moderate Large Estate Residential parcel in Aspen Springs. Parcel could be a candidate for specific plan development. Possible constraints include steep slopes, water service, and riparian area on the east side of the property.	

5) Aspen Springs Mixed Use

Aspen Springs Mixed Use APN: 062-040-010 Acres: 36.0 LUD: Mixed Designation Income Level: Moderate Candidate for mixed development in Aspen Springs, including housing. Constraints include water service and potential steep slopes on the east side of the property.	

6) Sunny Slopes SFR

Sunny Slopes SFR APN: 062-060-001, 062-070-010 Acres: 12.8 Unit Potential: 11 LUD: Single-Family Residential Income Level: Moderate Two adjacent single-family residential (SFR) parcels in Sunny Slopes, totaling just shy of 13 acres. Access would likely require agreement from Inyo National Forest.	

Appendix B

Full Capacity Calculations

Table 5B: Water Capacity Analysis for Average Day Demand for Mountain Meadows MWC
(See Table 5 in Section 2 of report)

#	Mountain Meadows MWC – Average Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			648,000	
2	Use rate per household	628			
3	**Current service connections**		**121**		
4	Current Demand	76,030		571,970	910
5	**Vacant Residential parcels**		**52**		
6	Current + Vacant Demand	108,704		539,296	858
7	**Key Sites Potential Units**		**331**		
8	Current + Vacant + Key Sites	316,512		331,488	527
9	**Added ADU + JADU**		173		
10	Current + ADU & JADU	184,674		463,326	738

Table Line Notes

1. Current system capacity at 450 gpm, the maximum flow, over 24 hours. This capacity is applicable to both average and maximum-day demand.
2. The use rate per household for an average-day is based on the annual water production reported in 2022 divided by the number of connections per California Drinking Water Watch.
4. Current demand is determined by multiplying the use rate per connection by the number of households, which is also equal to the total annual production divided by 365 days/yr.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 6B: Water Capacity Analysis for Maximum Day Demand for Mountain Meadows MWC
(See Table 6 in Section 2 of report)

#	Mountain Meadows MWC – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			648,000	
12	Use rate per household	1,885			
13	Current service connections		121		
14	Current Demand	228,090		419,910	223
15	Vacant Residential parcels		52		
16	Current + Vacant Demand	326,112		321,888	171
17	Key Sites – Potential Units		331		
18	Current + Vacant + Key Sites	950,061		-302,061	-160
19	**Added ADU + JADU**		173		
20	Current + ADU & JADU	554,195		93,805	50

Table Line Notes

11. Current system capacity at 450 gpm, the maximum flow, over 24 hours. This capacity is applicable to both average and maximum-day demand.
12. The use rate per household for the maximum day is estimated as 3 times the average day use rate.
14. Current demand is determined by multiplying the use rate per connection by the number of households, which is also equal to the total annual production divided by 365 days/yr.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
16. Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in water production for future scenarios.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
19. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 7B: Sewer Capacity Analysis for Average Day Demand for Hilton Creek CSD
(See Table 7 in Section 2 of report)

#	Hilton Creek CSD – Average Day	Sewer Discharge (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			176,000	
2	Discharge rate per household	121			
3	Current sewer connections		373		
4	Current Discharge	45,000		131,000	1083
5	Vacant Residential parcels		52		
6	Current + Vacant Discharge	51,292		124,708	1031
7	Key Sites – Potential Units		331		
8	Current + Vacant + Key Sites	91,343		84,657	700
9	**Added ADU + JADU**		425		
10	Current + Vacant ADU & JADU	96,425		73,150	604

Table Line Notes

2. The discharge rate per household is based on the discharge reported by the CSD divided by the number of connections.
4. Current discharge is determined by multiplying the discharge rate per household by the number of sewer connections.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 8B: Sewer Capacity Analysis for Maximum Day Demand for Hilton Creek CSD
(See Table 8 in Section 2 of report)

#	Hilton Creek CSD – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			176,000	
12	Discharge rate per household	363			
13	Current sewer connections		373		
14	Current Discharge	135,000		41,000	113
15	Vacant Residential parcels		52		
16	Current + Vacant Discharge	154,275		21,725	59
17	Key Sites – Potential Units		331		
18	Current + Vacant + Key Sites	274,029		-98,029	-270
19	**Added ADU + JADU**		425		
20	Current + Vacant ADU & JADU	289,275		-113,275	-312

Table Line Notes

12. The discharge rate per household for the maximum day is estimated as three times the average day discharge.
14. Current discharge is determined by multiplying the discharge rate per household by the number of sewer connections.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
16. Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in sewer treatment for future scenarios.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
19. The total number of households/residences includes current households and potential households for currently vacant properties but does not include potential households for key site residential units.

March 2024

Special District Needs Assessment Report

June Lake

for—

Mono County Community Development

Prepared For:

Mono County Community Development
74 N. School St.
PO Box 8
Bridgeport, CA 93517

1290 Tavern Rd.
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

Resource Concepts, Inc.
340 N. Minnesota St.
Carson City, Nevada 89703
(775) 883-1600

www.rci-nv.com

Table of Contents

Tables

Figures

Appendices

List of Acronyms

Acronym	Description
AC	Acre
ADUs	Accessory dwelling units
AFA	Acre-feet annually
CSD	Community Service District
Demand	Average daily use
FPD	Fire Protection District
Gal	gallons
gpd	Gallons per day
gpm	Gallons per minute
Hwy	Highway
JADU	Junior accessory dwelling unit
JLFPD	June Lake Fire Protection District
JLPUD	June Lake Public Utility District
NFPA	National Fire Protection Association
psi	Pounds per square inch
PUD	Public Utility District
PVC	Polyvinyl chloride
SFR	Single-family residence
SR	State route

Section 1. Introduction

California Housing Element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need (Mono County Housing Element). In response to this law, Mono County has prepared the Mono County Housing Element, the most recent update adopted in 2019, covering the time frame of 2019 to 2027.

The Housing Element establishes the following goals to address housing in Mono County:

1) Increase Overall Housing Supply, Consistent with Mono County's Rural Character
2) Increase the Supply of Community Housing
3) Retain Existing Community Housing
4) Ensure All Other Needs Related to Housing are Met

Policies are included within the Housing Element in support of these goals, including policy 1.5 below:

> *1.5 Identify sites within or adjacent to existing communities where infrastructure limits development potential. Participate in the preparation of at least two grant applications by invitation of the infrastructure entities and assist those entities with understanding environmental regulations.*

This policy supports the evaluation of infrastructure barriers within Mono County, which is addressed within this Special Districts Needs Assessment Report. This report includes the analysis of utility infrastructure within June Lake as a whole and specifically for the key sites identified in the Housing Element.

The purpose of this report is to identify potential barriers to housing growth due to limitations within the water and sewer utilities in June Lake and specifically for the key site identified in the Housing Element.

June Lake Fire Protection District (JLFPD) has been included in the collection of operational, organizational and asset information and data to evaluate any specific barriers to development within the key sites. A summary of the findings can be found at the end of this report.

Special District Needs Assessment Reports have also been developed for the communities of Bridgeport, Crowley Lake, and Lee Vining.

1.1 Accessory Dwelling Units

Mono County housing policies and changes to state law incentivize the construction of ADUs. For purposes of the analysis, a conservative estimate of demand from ADU development is based on the theoretical highest intensity allowed. The current rate of ADU development is approximately 10% of new building permits in Mono County. Cost and site constraints are expected to limit this type of development overall.

Table 1: Accessory Dwelling Unit Water Use and Sewer Discharge

Single-family dwelling unit equivalent 1.0	ADU – 0.65	JADU - 0.35
3 bedrooms	2 bedrooms	1 bedroom (conversion or addition)
2 bathrooms + kitchen	1 bath + kitchen	1 bath + efficiency kitchen

When considering ADUs in the community, the rate of use is estimated at 65% of the use of a single-family residence, and a Junior ADU (JADU) is estimated at 35% of the use of a single-family residence. This ratio is determined based on assumed plumbing fixtures in each unit. This assumes two bathrooms and a kitchen for a single-family unit, one bathroom and one kitchen for an ADU, and one bathroom and an efficiency kitchen for a JADU. Typically, an ADU uses less water and produces less effluent than a standard residence and we find from other communities' data that the above approximations are sound for planning purposes.

Section 2. Capacity Analysis and Needs Assessment

2.1 Description

The community of June Lake is located along a five-mile stretch of State Route (SR) 158 (June Lake Loop), which intersects US Highway (Hwy) 395 approximately 15 miles north of the Town of Mammoth Lakes and 15 miles south of Lee Vining and Mono Lake. June Lake has a population of 611 within 114 households in the 2020 U.S. Census (Data.census.gov). The seasonal population of June Lake increases by approximately 2,500. There were 811 housing units according to the 2020 Census. There are approximately 1194 parcels in the district with 622 developed.

There are five (5) distinct communities along the June Lake Loop: June Lake Village west of June Lake and east of Gull Lake; West Village, west of Gull Lake, which includes the rodeo grounds and June Mountain Ski Area; Down Canyon; Silver Meadow, west of Down Canyon, and Pine Cliff, northwest of June Lake.

The June Lake Public Utility District (JLPUD) provides water and sewer services in June Lake, including 660 water and sewer connections. There are two separate water systems within JLPUD: the Village system and the Down Canyon system. The water and sewer systems' capacity, demand, and ability to meet the needs of additional housing is discussed in the following sections. Four key sites as identified in the 2019 Mono County Housing Element are analyzed in this report with respect to infrastructure opportunities and/or constraints and potential housing capacity. All key sites are within the Village water system area.

2.2 Water System

Demand

In 2020, the water supplied by June Lake Public utility district (PUD) was 74.34 million gallons, equal to 228 Acre-ft annually (AFA). In 2020, the Village system supplied 43.79 million gallons (average 119,973 gpd), and the Down Canyon system supplied 30,550,000 gallons (average 83,699 gpd). Tables 2 and 3 below show the approximate use per day based on different criteria for each of the two water systems.

Table 2: Water Use per Day, Village Water System

Criteria	Value	Use Rate per Day
Population	240	500 gallons
Connections	269	446 gallons

Table 3: Water Use per Day, Down Canyon Water System

Criteria	Value	Use Rate per Day
Population	310	270 gallons
Connections	380	220 gallons

Please note, these values are bulk estimates, and do not exclude water used for firefighting, construction, water treatment backwash, etc. The maximum day water uses during 2020 occurred in July for both systems and was approximately 2.6 times higher than the average day demand for the Village System, and approximately 2.8 times higher than the average day demand for the Down Canyon system. As with many communities in Mono County, June Lake experiences a large seasonal population increase during the summer months, which leads to a much higher water demand in the summer than in other times of the year.

The projected water demand for additional housing development can be approached numerous ways, including applying standard use rates per new residence, with slightly lower rates per unit for multi-family housing than for single family homes. This method works well when potential development is specific, such as with a planned residential subdivision. Since average water use is known, while future development is unknown, this analysis uses average current water use to predict future use. Considerations that are likely to affect water demand per capita in a community can include the type and density of residential development, water service metering, commercial and industrial water use changes, seasonal population changes, landscaping changes, and water conservation efforts.

The Village water system is served by surface water from June Lake and one creek. The Down Canyon system is supplied by surface water from two creeks. The water supply is limited by diversion rights. The supply for the Village system is 594,566 gallons per day (gpd) and the Down Canyon system is limited to 406,000 gpd.

Storage

The Village system includes a water storage capacity of 901,000 gallons in three separate storage tanks. The Down Canyon system includes a water storage capacity of 651,000 gallons in two separate tanks. The 2009 Municipal Service Review identifies the water storage as adequate to serve current domestic and fire flow needs in both systems, but not enough capacity at buildout. The number of connections has not significantly increased from the 2009 Municipal Service Review, so this conclusion is unchanged. The Water Master Plan recommends that both systems build 500,000-gallon reservoirs to meet future demands at buildout. The foregoing analysis will evaluate whether this statement that the storage is adequate is true. Although, during our review of significant data, including census data from the 2020 census, it was determined that there has not been significant growth, which would suggest that the system is not adequate to serve the current domestic and fire flow needs.

Figure 1: June Lake PUD; Village and Down Canyon Water Systems and Key Sites

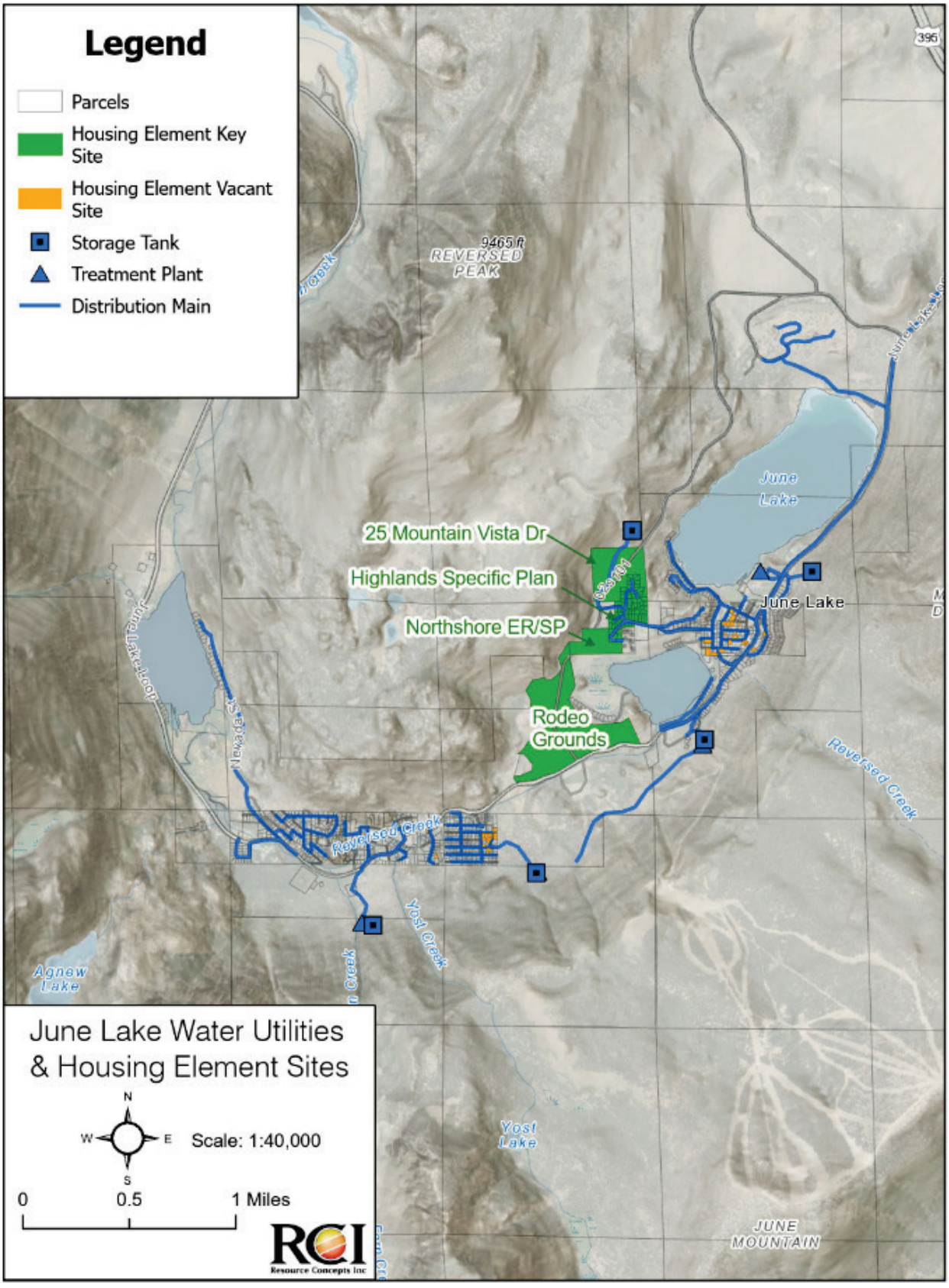


Figure 2: June Lake PUD Village Water System

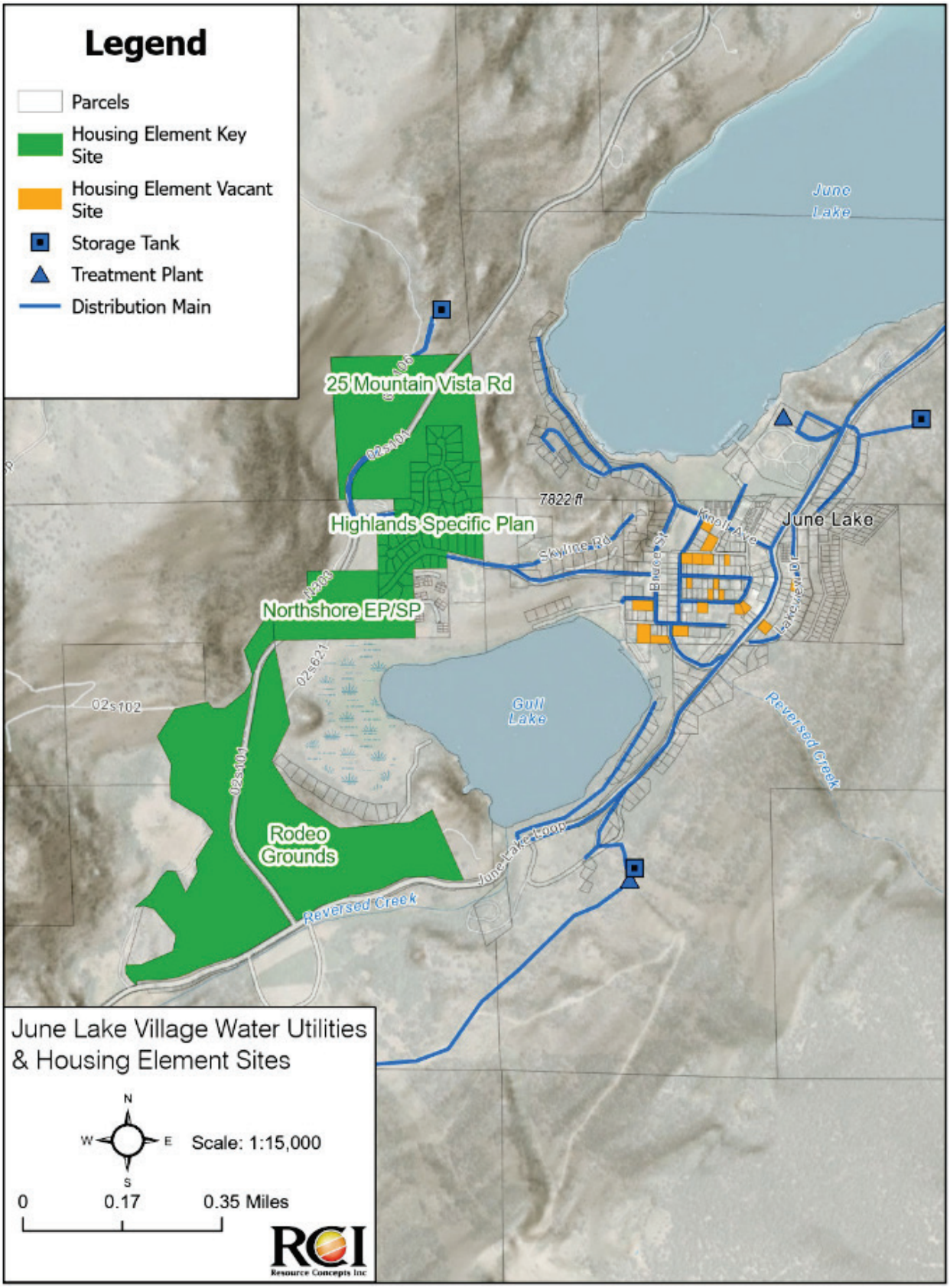
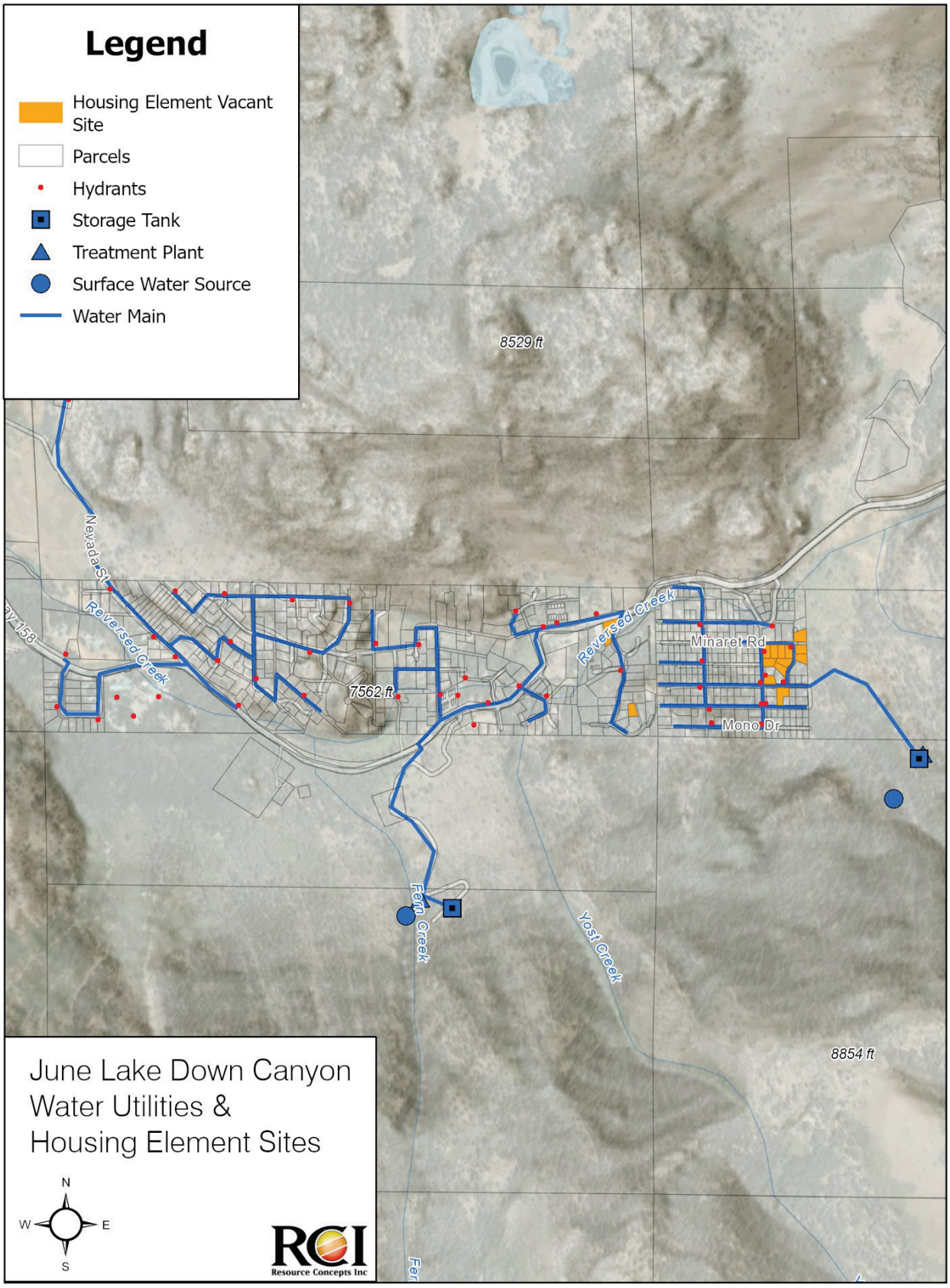


Figure 3: June Lake PUD Down Canyon Water System



Distribution

The water distribution piping in the Village system is fairly old, with much of the piping installed in the late 1930s. The system includes approximately 47,000 feet of pipeline, predominantly ductile iron and steel, with some newer PVC portions, and includes pipe diameters between 1 and 10-inches. The water distribution piping in the Down Canyon system is newer, comprised of approximately 42,000 feet of pipeline ranging in size from 1 to 10-inches. The average age of pipes in the system is approximately 35 years.

Quality/Treatment

There are two water treatment plants within each of the two water systems to treat the surface water. The Master Water Plan for June Lake includes the recommendation to add a 200-gpm expansion membrane filtration skid to the June Lake Water Plant to meet the maximum day demand projection in the Village system.

Pressure and Fire Flow

There are currently fire hydrants in June Lake in areas served by June Lake PUD systems. Fire flow volume and pressure available throughout the community are unknown currently. This presents an opportunity for capital projects to determine and verify the pressure and flow zones.

Capacity Analysis

In analyzing the current and potential future capacity in the water system, both the average day use and maximum day use are considered for both water systems. Efforts to promote water conservation would have a direct impact on the remaining water capacity for additional housing. June Lake PUD has a water conservation ordinance in place, as well as water metering.

Tables 4 to 7 are a representation of demand created by certain potential development scenarios. The tables use a unit of usage in gallons per day per household, as shown in Tables 2 and 3. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key sites, and then finally assuming the addition or development of a single ADU, plus a JADU at each existing single-family household. The Remaining Capacity column represents. the capacity derived from the sum of Demand for each subject scenario subtracted from system capacity The number of households shown in parentheses represents the equivalent number of additional households that may be served by the system.

If there is a negative number in the Remaining Capacity column, it represents that for that development scenario, the system is inadequate to provide adequate flow. Note that Scenario 6, Full Build-Out, is shown as an aggregate, and not divided between the two water systems. The average and maximum day demand values for Scenario 6 are approximate values in between the use values for each system, and the capacity is the sum of both systems. Note that the full build-out scenario considers key sites as they are currently zoned, and not necessarily as represented in key sites in the Housing Element. This aggregate scenario is shown in Tables 8 and 9.

Table 4: Water Capacity Analysis for Average Day Demand for June Lake PUD - Village System

Development Scenario Village System - Average Day Demand	Demand/ Use	Remaining Capacity (594,566 gpd system capacity)
Scenario 1: Current Demand *(446 gpd Use Rate & 269 connections)*	119,973 gpd	474,593 gpd (1,064 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(446 gpd Use Rate & 72 Vacant Residential Parcels & Current Demand)*	152,085 gpd	442,481 gpd (992 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(446 gpd Use Rate & 72 Vacant Parcels + 1,132 Key Sites Units & Current Demand)*	656,953 gpd	-62,387 gpd (-140 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(446 gpd Use Rate & 269 ADUs/JADUs & Current Demand)*	239,947 gpd	354,619 gpd (795 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(446 gpd Use Rate & 72 Vacant Parcels + 1,132 Key Sites Units + 341 ADUs/JADUs & Current Demand)*	809,039 gpd	-214,473 gpd (-481 Households)

Table 5: Water Capacity Analysis for Maximum Day Demand for June Lake PUD - Village System

Development Scenario Village System - Maximum Day Demand	Demand/ Use	Remaining Capacity (594,566 gpd system capacity)
Scenario 1: Current Demand *(1,145 gpd Use Rate & 269 connections)*	308,000 gpd	286,566 gpd (250 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(1,145 gpd Use Rate & 72 Vacant Residential Parcels & Current Demand)*	390,439 gpd	204,127 gpd (178 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(1,145 gpd Use Rate & 72 Vacant Parcels + 1,132 Key Sites Units & Current Demand)*	1,686,558 gpd	-1,091,992 gpd (-954 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(1,145 gpd Use Rate & 269 ADUs/JADUs & Current Demand)*	616,005 gpd	-21,439 gpd (-80 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(1,145 gpd Use Rate & 72 Vacant Parcels + 1,132 Key Sites Units + 341 ADUs/JADUs & Current Demand)*	2,077,003 gpd	-1,482,437 gpd (-1,295 Households)

Table 6: Water Capacity Analysis for Average Day Demand for June Lake PUD – Down Canyon System

Development Scenario Down Canyon System - Average Day Demand	Demand/ Use	Remaining Capacity (406,000 gpd system capacity)
Scenario 1: Current Demand *(220 gpd Use Rate & 380 connections)*	83,699 gpd	322,301 gpd (1,463 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(220 gpd Use Rate & 208 Vacant Residential Parcels & Current Demand)*	129,513 gpd	276,487 gpd (1,255 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(220 gpd Use Rate & 208 Vacant Parcels + 0 Key Sites Units & Current Demand)*	129,513 gpd	276,487 gpd (1,255 Households)
Scenario 4: Development of ADUs/JADUs & Current Demand *(220 gpd Use Rate & 380 ADUs/JADUs & Current Demand)*	167,299 gpd	238,701 gpd (1,085 Households)
Scenario 5: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(220 gpd Use Rate & 208 Vacant Parcels + 0 Key Sites Units + 588 ADUs/JADUs & Current Demand)*	258,720 gpd	147,280 gpd (669 Households)

Table 7: Water Capacity Analysis for Maximum Day Demand for June Lake PUD – Down Canyon System

Development Scenario Down Canyon System - Maximum Day Demand	Demand/ Use	Remaining Capacity (406,000 gpd system capacity)
Scenario 1: Current Demand *(623 gpd Use Rate & 380 connections)*	236,600 gpd	169,400 gpd (272 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(623 gpd Use Rate & 208 Vacant Residential Parcels & Current Demand)*	366,107 gpd	39,893 gpd (64 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(623 gpd Use Rate & 208 Vacant Parcels + 0 Key Sites Units & Current Demand)*	366,107 gpd	39,893 gpd (64 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(623 gpd Use Rate & 208 Vacant Parcels + 0 Key Sites Units + 588 ADUs/JADUs & Current Demand)*	732,431 gpd	-326,431 gpd (-524 Households)
Scenario 5: Development of ADUs/JADUs & Current Demand *(623 gpd Use Rate & 380 ADUs/JADUs & Current Demand)*	473,340 gpd	-67,340 (-108 Households)

Table 8: Water Capacity Analysis for Average Day Demand for June Lake PUD

Development Scenario Combined System - Average Day Demand	Demand/ Use	Remaining Capacity (1,000,566 gpd combined capacity)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(350 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	700,000 gpd	300,566 (859 Households)

Table 9: Water Capacity Analysis for Maximum Day Demand for June Lake PUD

Development Scenario Combined System - Average Day Demand	Demand/ Use	Remaining Capacity (1,000,566 gpd combined capacity)
Scenario 6: Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(1,050 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	2,100,000 gpd	-1,099,434 (-1,047 Households)

2.3 Sewer System

The sewer system in June Lake is comprised of approximately 13 miles of gravity sewer lines, approximately 11 miles of force main, 34 pumping stations, and a wastewater treatment plant. The current permitted capacity of the treatment plant is 1.0 million gallons per day. The JLPUD includes one sewer system, which is not separated like the water systems.

The current treatment volume is approximately 300,000 gallons per day, well below the maximum design capacity, which equates to an average day discharge of 455 gpd per connection. As with water demand, sewer disposal volumes are much greater in the warmer months and lower in the colder months.

Capacity Analysis

The current system capacity of 1,000,000 gpd is based on the permitted discharge for the June Lake PUD sewer treatment plant. In analyzing the current and potential future capacity in the sewer system, both the average day discharge and maximum day discharge are considered. Because the system capacity, in households, is directly dependent upon the average water use per household, efforts to promote water conservation would have a direct impact on the remaining sewer capacity for additional housing. June Lake PUD has a water conservation ordinance in place, as well as water metering.

Tables 10 and 11 are a representation of discharge to the sewer system generated by each potential development scenario. The tables use a unit of discharge in households as 455 gallons per average day and 1,364 gallons per maximum day per household. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key sites, and then finally assuming the addition or development of a single ADU, plus a JADU, at each existing single-family household. The Remaining Capacity column represents the capacity derived from the sum of Discharge column at each subject scenario subtracted from system capacity. The number of households shown in parentheses represents the number of additional households that may be served by the system, or in some cases a representation of the shortage (net negative number). Note that the full build-out scenario considers key sites as they are currently zoned, and not necessarily as represented in key sites in the Housing Element.

Table 10: Sewer Capacity Analysis for Average Day Demand for June Lake PUD

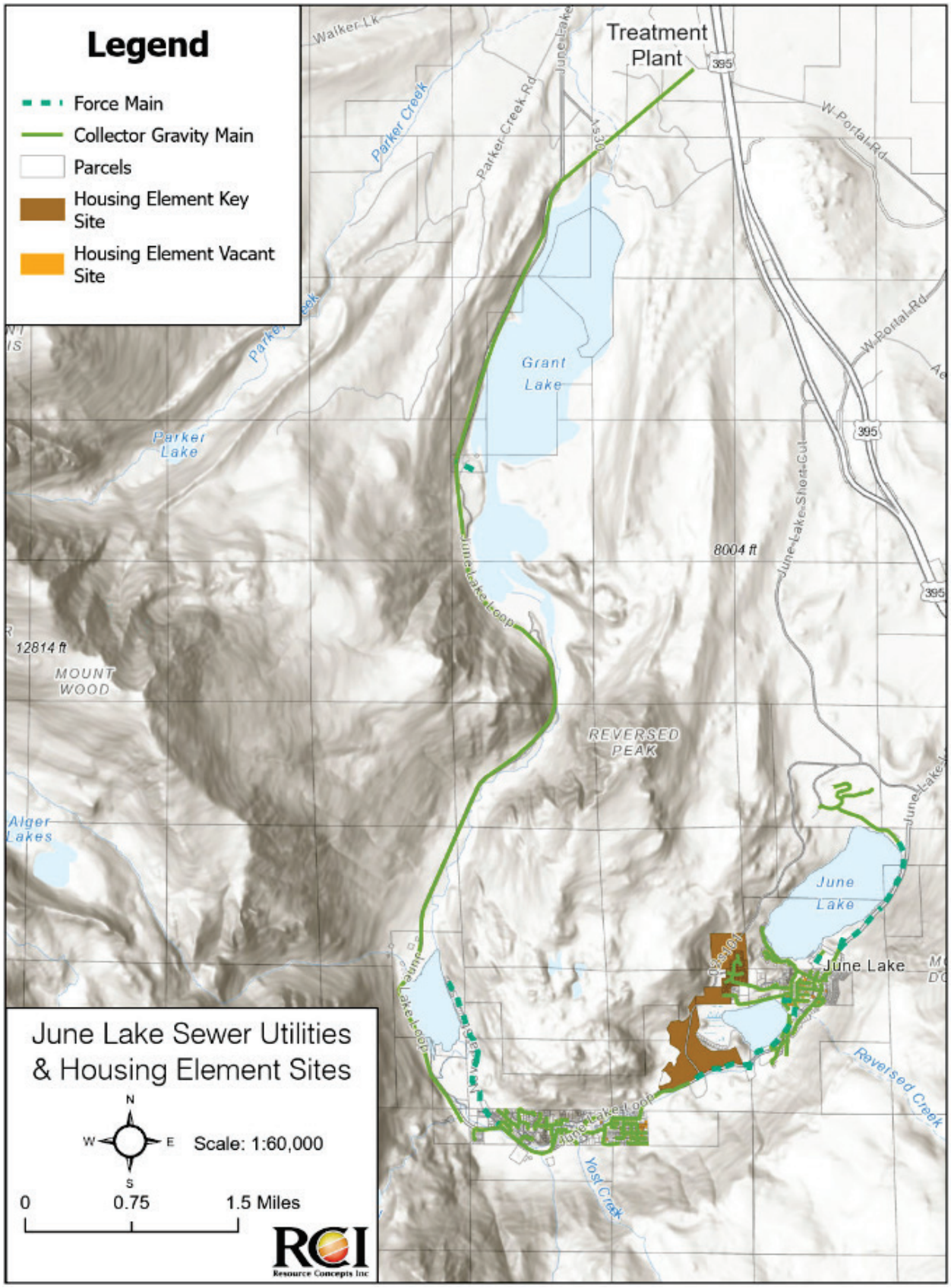
Development Scenario Average Day Discharge	Discharge	Remaining Capacity (1,000,000 gpd system capacity)
Scenario 1: Current Discharge *(455 gpd Discharge Rate & 660 connections)*	300,000 gpd	700,000 gpd (1,540 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(455 gpd Discharge Rate & 72 Vacant Residential Parcels & Current Discharge)*	332,727 gpd	667,273 gpd (1,468 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(455 gpd Discharge Rate & 72 Vacant Parcels + 1,132 Key Sites Units & Current Discharge)*	847,273 gpd	152,727 gpd (336 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(455 gpd Discharge Rate & 72 Vacant Parcels + 1,132 Key Sites Units +732 ADUs/JADUs & Current Discharge)*	633,060 gpd	366,940 gpd (806 Households)
Scenario 5: Development of ADUs/JADUs & Current Discharge *(455 gpd Discharge Rate & 660 ADUs/JADUs & Current Discharge)*	600,300 gpd	399,700 gpd (878 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(455 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	910,000 gpd	90,000 (198 Households)

Table 11: Sewer Capacity Analysis for Maximum Day Demand for June Lake PUD

Development Scenario Maximum Day Discharge	Discharge	Remaining Capacity (1,000,000 gpd system capacity)
Scenario 1: Current Discharge *(1,364 gpd Discharge Rate & 660 connections)*	900,000 gpd	100,000 gpd (73 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(1,364 gpd Discharge Rate & 72 Vacant Residential Parcels & Current Discharge)*	998,182 gpd	1,818 gpd (1 Household)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(1,364 gpd Discharge Rate & 72 Vacant Parcels + 1,132 Key Sites Units & Current Discharge)*	2,541,818 gpd	-1,541,818 gpd (-1,131 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(1,364 gpd Discharge Rate & 72 Vacant Parcels + 1,132 Key Sites Units +732 ADUs/JADUs & Current Discharge)*	3,540,266 gpd	-2,540,266 gpd (-2,596 Households)
Scenario 5: Development of ADUs/JADUs & Current Discharge *(1,364 gpd Discharge Rate & 660 ADUs/JADUs & Current Discharge)*	1,898,448 gpd	-898,448 gpd (-659 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(1,364 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	2,728,000 gpd	-1,728,000 (-1,267 Households)

General Sewer Conclusion. The June Lake PUD sewer system has capacity to support a significant number of ADU/JADU units during the average day discharge but has only minimal capacity during maximum day discharge. This presents potential for a capacity improvement project.

Figure 4: June Lake PUD Sewer System and Key Sites



2.4 Fire Protection

Background

Fire protection for June Lake is provided by the June Lake Fire Protection District (June Lake FPD). June Lake FPD responds to approximately 140 calls for service per year.

Staffing

The June Lake FPD services are provided by an all-volunteer fire department with a part-time paid Chief. There are 19 firefighters and three emergency medical technicians. Firefighter training and incident response time are consistent with National Fire Protection Association (NFPA) standards for volunteer and rural departments.

Station

June Lake FPD is served by two stations; Station 1 at 2380 SR 158 in the June Lake Village and Station 2 at 5126 SR 158 serving the Down Canyon area. Station 1 was constructed in 1963 and renovated in 1993. Station 2 was constructed in 2007.

Station 1 was damaged during the 2023 Winter Storm Emergency and the June Lake FPD has identified the need for major station improvements or replacement.

Apparatus

June Lake FPD operates two Type 1 engines, one Type 2 engine, a water tender, and a rescue vehicle. The existing apparatus meet the need for immediate incident response.

Emergency access

June Lake is topographically and seasonally constrained for major access routes. SR 158 is a dead-end road during the winter months. Northshore Road was developed as an alternative access to the June Lake Village to mitigate avalanche hazards. Generally, local roads are narrow throughout June Lake due to historic development as recreational cabin tracts in the 1920s. The Village area has a well-connected street grid.

The Down Canyon neighborhoods have the greatest access limitation due to narrow and dead-end road networks especially in the Aspen Road and Peterson Tract neighborhoods where the 2019 Mono County Multi Jurisdiction Hazard Mitigation Plan notes the need to create secondary emergency access.

Water supplies

June Lake PUD provides hydrants in the Village and Down Canyon systems. Fire flows are adequate to serve existing development.

Ambulance and medical

Mono County provides ambulance services to the June Lake served by Ambulance #2 serving June Lake and Mono Basin.

Conclusion

JLFPD has identified renovation or replacement of Station #1 as a need to maintain or improve service.

2.5 Priority Sites

1) **Rodeo Grounds Specific Plan (Vacant Outskirts) – 789 Units**

   The previously proposed Rodeo Grounds Specific Plan is no longer a development plan as originally proposed. The property is still the largest private parcel within the PUD available for development. The property is not currently served by water or sewer infrastructure.

2) **Highlands Specific Plan (Partially Developed) – 39 Units**

   Many of the single-family residential properties included in the Highlands Specific Plan have already been developed. The current Highlands Specific Plan area does not include properties for multi-family development. Both water and sewer serve this area, and currently undeveloped single-family properties may be developed.

3) **Northshore Drive ER/SP (Vacant Outskirts) – Estimated 85 Units**

   With an assumed density of 6 units per acre, which is an approximate average of surrounding single-family and multi-family development, this property would support approximately 85 residential units.

4) **25 Mountain Vista Drive (Vacant Outskirts) – Estimated 121 Units**

   With an assumed density of 4 units per acre, which is an approximate average of surrounding single-family development, this property would support approximately 121 residential units.

2.6 Conclusions

The Village PUD water system has adequate production capacity only for the current plus vacant lot scenario for both average day and maximum day demands. The Down Canyon PUD water system has adequate production capacity for all scenarios during average day demand. When considering the maximum day demand, however, water production has the capacity to serve current development plus vacant development only. Any additional demands for lots or development considered at Key Sites or ADU and JADU cannot be met. The storage capacity for the system provides adequate fire protection water for the designated 2 hours at 1,500 gpm fire flow on top of maximum day demand. However, to supplement, the Water Master Plan recommends that both systems build 500,000-gallon reservoirs to meet future demands at buildout.

The consideration of any new wells or water sources is recommended as a possible Capital Improvement project and will be discussed in more detail in Phase 3 of this study.

The sewer system capacity in June Lake PUD is adequate for the current discharge plus vacant properties and a portion of key site development. Likewise, the current discharge plus vacant properties are covered with the current capacity, for the maximum day discharge treatment capacity.

2.7 Capacity Improvement Recommendation

This study concludes that for June Lake to consider additional development, and/or compliance with ADU provisions of the State Statutes, the following capital improvements might be considered:

1) Develop additional water sources and storage at both PUDs.
2) Evaluation of existing water distribution system lines and possible leaks due to age of systems. Possible replacement of water lines.
3) Construct distribution system connections from new water source to exiting systems.
4) Expand and improve treatment capacity to accommodate Key sites and ADU potential.

The above recommendations will be further investigated during Phase 3 of this study.

Section 3. References

California Drinking Water Watch; https://sdwis.waterboards.ca.gov/PDWW/index.jsp ; accessed July - December 2023

California State Water Resources Control Board GeoTracker; geotracker.waterboards.ca.gov ; accessed June – December 2023

Mono County Housing Element; Mono County Community Development, 6th Cycle Update, 2019-2027; adopted November 5, 2019

Municipal Service Review and Sphere of Influence Recommendation; June Lake Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Recommended Standards for Wastewater Facilities (Ten States Standards), 2004 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers

Appendix A

Key Sites from Housing Element

1) Rodeo Grounds Specific Plan (Vacant Outskirts) – 789 Units

Rodeo Grounds Specific Plan

APN: 015-010-065

Acres: 81.5

Unit Potential: 789

Income Level: Low, Moderate, Above Moderate

Proposed Specific Plan included three elements: resort services, market-rate housing, and affordable housing. Specific Plan still requires approval prior to development.

2) Highlands Specific Plan (Partially Developed) – 39 Units

Highlands Specific Plan

Acres: 21.2

Unit Potential: 153 (39 SFR, 114 MFR)

Income Level: Moderate, Above Moderate

The Highlands Specific Plan allows for up to 39 single-family residential units (16 constructed as of January 2019) and 114 multi-family residential units.

3) Northshore Drive ER/SP (Vacant Outskirts) – Estimated 85 Units

Northshore Drive ER/SP APN: 015-300-005 Acres: 14.1 Income Level: Moderate, Above Moderate Multiple-owner parcel designated as Estate Residential/Specific Plan. Possible location of future planned development.	

4) 25 Mountain Vista Drive (Vacant Outskirts) – Estimated 121 Units

25 Mountain Vista Drive APN: 015-010-055 Acres: 30.2 Income Level: Moderate, Above Moderate Property is owned by Inyo National Forest. A land exchange could provide an appropriate site for affordable housing adjacent to the existing Highlands Specific Plan.	

Appendix B

Full Capacity Calculations

Table 4B: Water Capacity Analysis for Average Day Demand for June Lake PUD - Village System
(See Table 4 in Section 2 of report)

#	June Lake PUD – Village System Average Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			594,566	
2	Use rate per household	446			
3	Current households		269		
4	Current Demand	119,973		474,593	1,064
5	Vacant Residential parcels		72		
6	Current + Vacant Demand	152,085		442,481	992
7	Key Sites – Potential Units		1132		
8	Current + Vacant + Key Sites	656,953		-62,387	-140
9	Added ADU & JADUs		341		
10	Current + Vacant + ADU & JADU	304,172		290,394	651

Table Line Notes

1. Current system capacities are determined by the maximum allowed diversion rates. The capacities are applicable to both average and maximum day demand.
2. The use rate per household for an average day is based on the annual water production reported in 2020 divided by the number of system connections.
4. Current demand is determined by multiplying the use rate per household by the number of households.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one additional household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household. This cell is the same as the current households plus the vacant parcels.
10. The Demand/Use evaluates the ability of the system to serve potential increased density of ADU/JADU development added to the currently entitled lots.

Table 5B: Water Capacity Analysis for Maximum Day Demand for June Lake PUD - Village System
(See Table 5 in Section 2 of report)

#	June Lake PUD – Village System Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			594,566	
12	Use rate per household	1,145			
13	Current households		269		
14	Current Demand	308,000		286,566	250
15	Vacant Residential parcels		72		
16	Current + Vacant Demand	390,439		204,127	178
17	Key Sites – Potential Units		1,132		
18	Current + Vacant + Key Sites	1,686,558		-1,091,992	-954
19	Added ADU & JADUs		341		
20	Current + Vacant + ADU & JADU	698,445		-103,879	-91

Table Line Notes

11. Current system capacities are determined by the maximum allowed diversion rates. The capacities are applicable to both average and maximum day demand.
12. The use rate per household for maximum day is based on the maximum day water production reported in 2020 divided by the number of system connections.
14. Current demand is determined by multiplying the use rate per household by the number of households.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one additional household each.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
18. Note that while negative values for remaining capacities are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in water production for future scenarios.
19. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household. This cell is the same as the current households plus the vacant parcels.
20. **The Demand/Use evaluates the ability of the system to serve potential increased density of ADU/JADU development added to the currently entitled lots. In this case it shows that the system capacity can serve 179 of the 341 potential equivalent ADU/JADU households.**

Table 6B: Water Capacity Analysis for Average Day Demand for June Lake PUD – Down Canyon System
(See Table 6 in Section 2 of report)

	June Lake PUD – Down Canyon System Average Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			406,000	
2	Use rate per household	220			
3	Current households		380		
4	Current Demand	83,699		322,301	1,463
5	Vacant Residential parcels		208		
6	Current + Vacant Demand	129,513		276,487	1,255
7	Key Sites – Potential Units		0		
8	Current + Vacant + Key Sites	129,513		276,487	1,255
9	Added ADU & JADUs		588		
10	Current + Vacant + ADU & JADU	258,720		147,280	669

Table Line Notes

See footnotes for Table 4B above

Table 7B: Water Capacity Analysis for Maximum Day Demand for June Lake PUD – Down Canyon System
(See Table 7 in Section 2 of report)

#	June Lake PUD – Down Canyon System Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			406,000	
12	Use rate per household	623			
13	Current households		380		
14	Current Demand	236,600		169,400	272
15	Vacant Residential parcels		208		
16	Current + Vacant Demand	366,107		39,893	64
17	Key Sites – Potential Units		0		
18	Current + Vacant + Key Sites	366,107		39,893	64
19	Added ADU & JADUs		588		
20	Current + ADU & JADU	603,064		-197,064	-316

Table Line Notes

11. Current system capacities are determined by the maximum allowed diversion rates. The capacities are applicable to both average and maximum day demand.
12. The use rate per household for maximum day is based on the maximum day water production reported in 2020 divided by the number of system connections.
14. Current demand is determined by multiplying the use rate per household by the number of households.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one additional household each.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
19. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.
20. This line evaluates the current household demand and the potential of ADU/JADU housing at the buildout in the line above. **The Demand/Use evaluates the ability of the system to serve potential increased density of ADU/JADU development added to the currently improved lots. In this case it shows that the system capacity can serve 271 of the 588 potential equivalent ADU/JADU households.**

Table 10B: Sewer Capacity Analysis for Average Day Demand for June Lake PUD
(See Table 10 in Section 2 of report)

#	June Lake PUD – Average Day	Sewer Discharge (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			1,000,000	
2	Discharge rate per connection	455			
3	Current service connections		660		
4	Current Discharge	300,000		700,000	1,540
5	Vacant Residential parcels		72		
6	Current + Vacant Discharge	332,727		667,273	1,468
7	Key Sites – Potential Units		1,132		
8	Current + Vacant + Key Sites	847,273		152,727	336
9	Added ADU & JADUs		732		
10	Current +Vacant + ADU & JADU	666,120		333,880	733

Table Line Notes

2. The discharge rate per connection is based on the discharge reported by the PUD divided by the number of service connections.
4. Current discharge is as reported by the PUD to the State Water Resources Control Board.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one service connection each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household
10. This line evaluates the current household demand and the potential of ADU/JADU housing at the buildout in the line above. **The Demand/Use evaluates the ability of the system to serve potential increased density of ADU/JADU development added to the currently entitled lots. In this case it shows that the system capacity can serve all of the potential 732 equivalent ADU/JADU households, with the ability for 733 more equivalent households (future development).**

Table 11B: Sewer Capacity Analysis for Maximum Day Demand for June Lake PUD
(See Table 11 in Section 2 of report)

	June Lake PUD – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			1,000,000	
12	Discharge rate per connection	1,364			
13	Current service connections		660		
14	Current Discharge	900,000		100,000	73
15	Vacant Residential parcels		72		
16	Current + Vacant Discharge	998,182		1,818	1
17	Key Sites – Potential Units		1,132		
18	Current + Vacant + Key Sites	2,541,818		-1,541,818	-1,131
19	Added ADU & JADUs		732		
20	Current + ADU & JADU	1,898,688		-898,688	-1392

Table Line Notes

12. The discharge rate per household for maximum day is estimated as three times the average day discharge.

14. Current discharge is as reported by the PUD to the State Water Resources Control Board.

15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one service connection each.

17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.

19. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household.

20. This line evaluates the current household demand and the potential of ADU/JADU housing at the buildout in the line above. **The Demand/Use evaluates the ability of the system to serve potential increased density of ADU/JADU development added to the currently improved lots. In this maximum day - case it shows that the system capacity can serve only 73 potential equivalent ADU/JADU households (see line 14).**

* Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in sewer treatment for future scenarios.

March 2024

Special District Needs Assessment Report

Lee Vining

for—

Mono County Community Development

Prepared For:

Mono County Community Development
74 N. School St.
PO Box 8
Bridgeport, CA 93517

1290 Tavern Rd.
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

Resource Concepts, Inc.
340 N. Minnesota St.
Carson City, Nevada 89703
(775) 883-1600

www.rci-nv.com

Table of Contents

Tables

Figures

Appendices

List of Acronyms

Acronym	Description
AC	Acre
ADUs	Accessory dwelling units
AFA	Acre-feet annually
APN	Assessor's Parcel Number
CSD	Community Service District
Demand	Average daily use
FPD	Fire Protection District
Gal	gallons
gpd	Gallons per day
gpm	Gallons per minute
Hwy	Highway
JADU	Junior accessory dwelling unit
LVFPD	Lee Vining Fire Protection District
LVPUD	Lee Vining Public Utility District
NFPA	National Fire Protection Association
psi	Pounds per square inch
PUD	Public Utility District
PVC	Polyvinyl chloride
sq ft	Square feet
SR	State route

Section 1. Introduction

California Housing Element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need (Mono County Housing Element). In response to this law, Mono County has prepared the Mono County Housing Element, the most recent update adopted in 2019, covering the time frame of 2019 to 2027.

The Housing Element establishes the following goals to address housing in Mono County:

1) Increase Overall Housing Supply, Consistent with Mono County's Rural Character
2) Increase the Supply of Community Housing
3) Retain Existing Community Housing
4) Ensure All Other Needs Related to Housing are met

Policies are included, within the Housing Element, in support of these goals, including policy 1.5 below:

> *1.5 Identify sites within or adjacent to existing communities where infrastructure limits development potential. Participate in the preparation of at least two grant applications by invitation of the infrastructure entities and assist those entities with understanding environmental regulations.*

This policy supports the evaluation of infrastructure barriers within Mono County, which is addressed within this Special Districts Needs Assessment Report. This report includes the analysis of utility infrastructure within Lee Vining as a whole and specifically for the key site identified in the Housing Element.

The purpose of this report is to identify potential barriers to housing growth due to limitations within the water and sewer utilities in Lee Vining and specifically for the key site identified in the Housing Element. Special District Needs Assessment Reports have also been developed for the communities of Bridgeport, Crowley Lake, and June Lake.

1.1 Accessory Dwelling Units

Mono County housing policies and changes to state law incentivize the construction of ADUs. For purposes of the analysis, a conservative estimate of demand from ADU development is based on the theoretical highest intensity allowed. The current rate of ADU development is approximately 10% of new building permits in Mono County. Cost and site constraints are expected to limit this type of development overall.

Table 1: Accessory Dwelling Unit Water Use and Sewer Discharge

Single-family dwelling unit equivalent 1.0	ADU – 0.65	JADU - 0.35
3 bedrooms	2 bedrooms	1 bedroom (conversion or addition)
2 bathrooms + kitchen	1 bath + kitchen	1 bath + efficiency kitchen

When considering ADUs in the community, the rate of use is estimated at 65% of the use of a single-family residence, and a Junior ADU (JADU) is estimated at 35% of the use of a single-family residence. This ratio is determined based on assumed plumbing fixtures in each unit. This assumes two bathrooms and a kitchen for a single-family unit, one bathroom and one kitchen for an ADU, and one bathroom and an efficiency kitchen for a JADU. Typically, an ADU uses less water and produces less effluent than a standard residence and we find from other communities' data that the above approximations are sound for planning purposes.

Section 2. Lee Vining

2.1 Description

The community of Lee Vining is located along US Highway (Hwy) 395, just north of the intersection with State Route (SR) 120, southwest of Mono Lake and 15 miles south of Bridgeport. Lee Vining had a year-round population of 217 people within 60 households based on the 2020 U.S. Census (https://data.census.gov/). The Lee Vining Public Utility District (Lee Vining PUD) estimates an additional seasonal population of approximately 300 people based on increased use of lodging and businesses (Lee Vining PUD Electronic Annual Report).

The Lee Vining PUD provides water and sewer service to the Lee Vining townsite, including approximately 100 water and sewer connections. The water and sewer systems and the ability to meet the needs of additional housing are discussed in the following sections. One key site, as identified in the 2019 Mono County Housing Element, is included in this analysis with respect to infrastructure opportunities and/or constraints and potential housing capacity.

2.2 Water System

Demand

In 2020, the water supplied by Lee Vining PUD was 21.4 million gallons, equal to 65.755 Acre-Feet Annually (AFA). Based on that use, the average daily usage is 58,630 gallons. Table 2 below shows the approximate use per day based on different criteria.

Table 2: Water Use per Day, Lee Vining PUD

Criteria	Value	Use Rate per Day
Population	217	270 gallons
Connections	100	586 gallons
Households	60	977 gallons

Please note these values are bulk estimates, and may include water used throughout the system for firefighting, construction, water treatment backwash, etc. The maximum daily water usage during 2020 occurred on July 3, which is consistent with season irrigation and higher visitor use. Water service connections are not metered, and users are charged a monthly flat fee for water service. As with many communities in Mono County, Lee Vining experiences a large seasonal population increase during the summer months, that together with seasonal landscape irrigation, leads to a much higher water demand in the summer than in other times of the year.

The projected water demand for additional housing development can be approached numerous ways, including applying standard use rates per new residence, with slightly lower rates per unit for multi-family housing than for single family homes. This method works well when potential development is specific, such as with a planned residential subdivision. Since average water use is known, while future development is unknown, this analysis uses average current water use to predict future use. Considerations that are likely to affect water demand per capita in a community can include the type

and density of residential development, water service metering, commercial and industrial water use changes, seasonal population changes, and water conservation efforts.

Source

The Lee Vining PUD water system is served by a spring in Lee Vining Canyon, which produces 0.5 cubic feet per second (cfs), which is equal to 225 gpm and 324,000 gpd, and is piped via gravity flow to two 180,000-gallon storage tanks near the ranger station. The PUD has long-term plans of drilling and adding a well to the system but has not been able to acquire adequate funding for the project. Because the system relies on a single water source, the system is vulnerable to a water shortage should there be an interruption of production or access to the spring. Additionally, spring sources can be more vulnerable to contamination, reduced production due to drought, and negative effects from wildfire.

> **The *Tioga Mobil Mart well and tank **was not used** as a source of supply nor considered as a potential redundancy tie-in for any of the Lee Vining PUD service area. It is assumed, for this analysis of capacity versus demand, that the Housing Element property might be served by Lee Vining PUD from the current system(s). The Tioga Mobil Mart system is shown on Figure 1 for information only and to illustrate proximity to the Housing Element key site.*

Storage

The system includes a water storage capacity of 360,000 gallons in two separate storage tanks located along SR 120, approximately 1 mile southwest of the intersection with US Hwy 395. As shown in Table 3, the current daily water production plus storage volume is more than sufficient to meet the average day demand and fire flow. The capacity is also able to meet the maximum day demand, but not sufficient to provide water for the maximum day demand plus fire flow (with two hours of fire flow, which is the duration required by fire codes for the typical construction type and size within the community). With maximum-day demand, the current supply and storage volume can support less than two hours of fire flow at 1500 gpm.

Table 3: Sample Water Supply Demand Based on Spring Production

Supply and Demand	Basis of Calculation	Quantity (gpd))
Daily water production	225 gpm over 24 hrs	324,000
Maximum storage volume	360,000 gal	360,000
Total Supply & Capacity		**684,000**
Average Day Demand		58,630
Maximum day demand	Based on 2020 use	528,237[1]
Fire flow	1500 gpm for 2 hrs	180,000
Total Maximum Demand	**Max day + Fire Flow**	**708,237**
	Excess Supply per day	**-24,237**

[1] The Maximum day demand, which was reported by Lee Vining PUD in July of 2020, was unreasonably high, therefore value in the table is based on a factor of 3 applied to the average day demand.

Figure 1: Lee Vining PUD Water System Overview

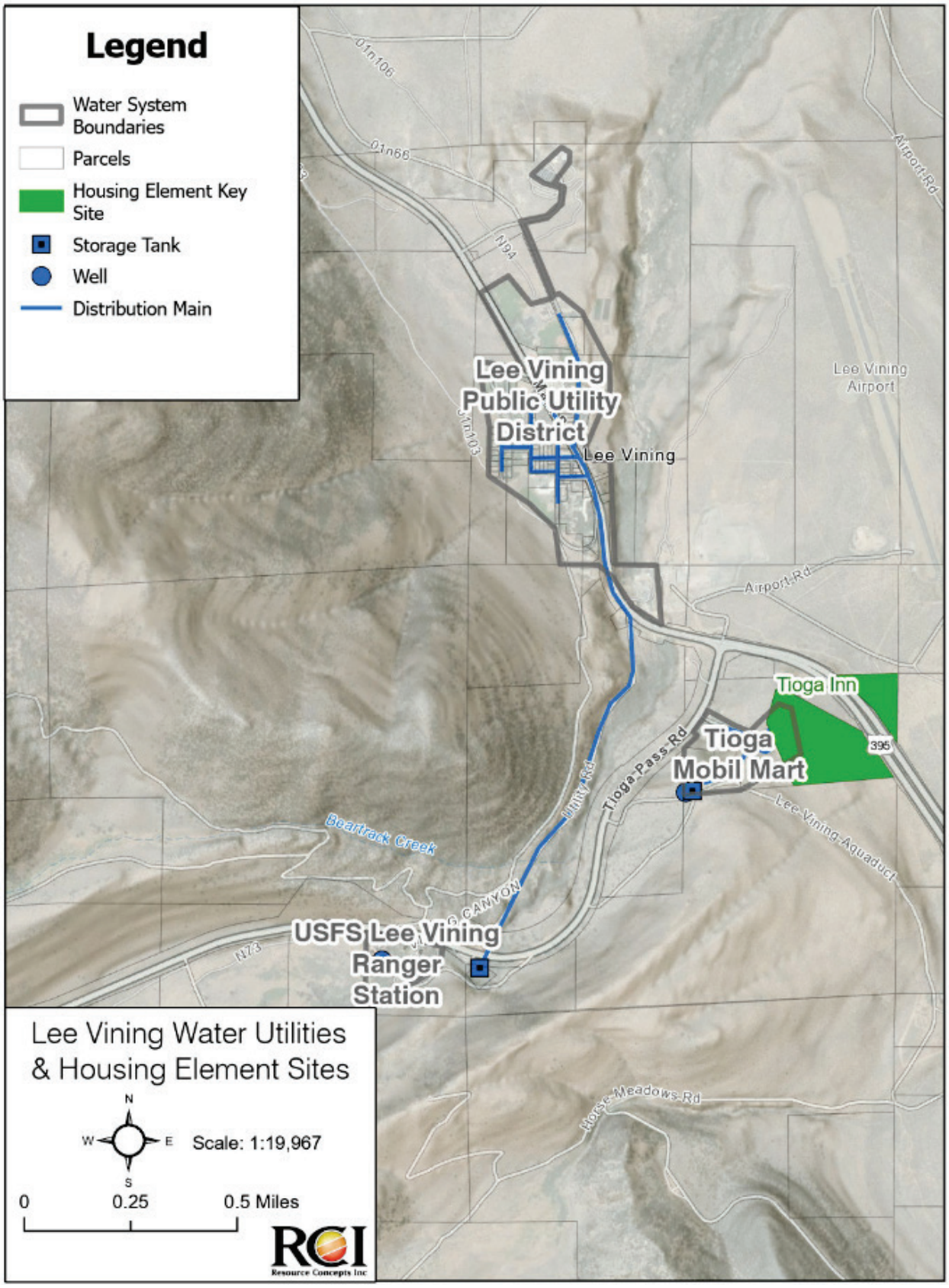
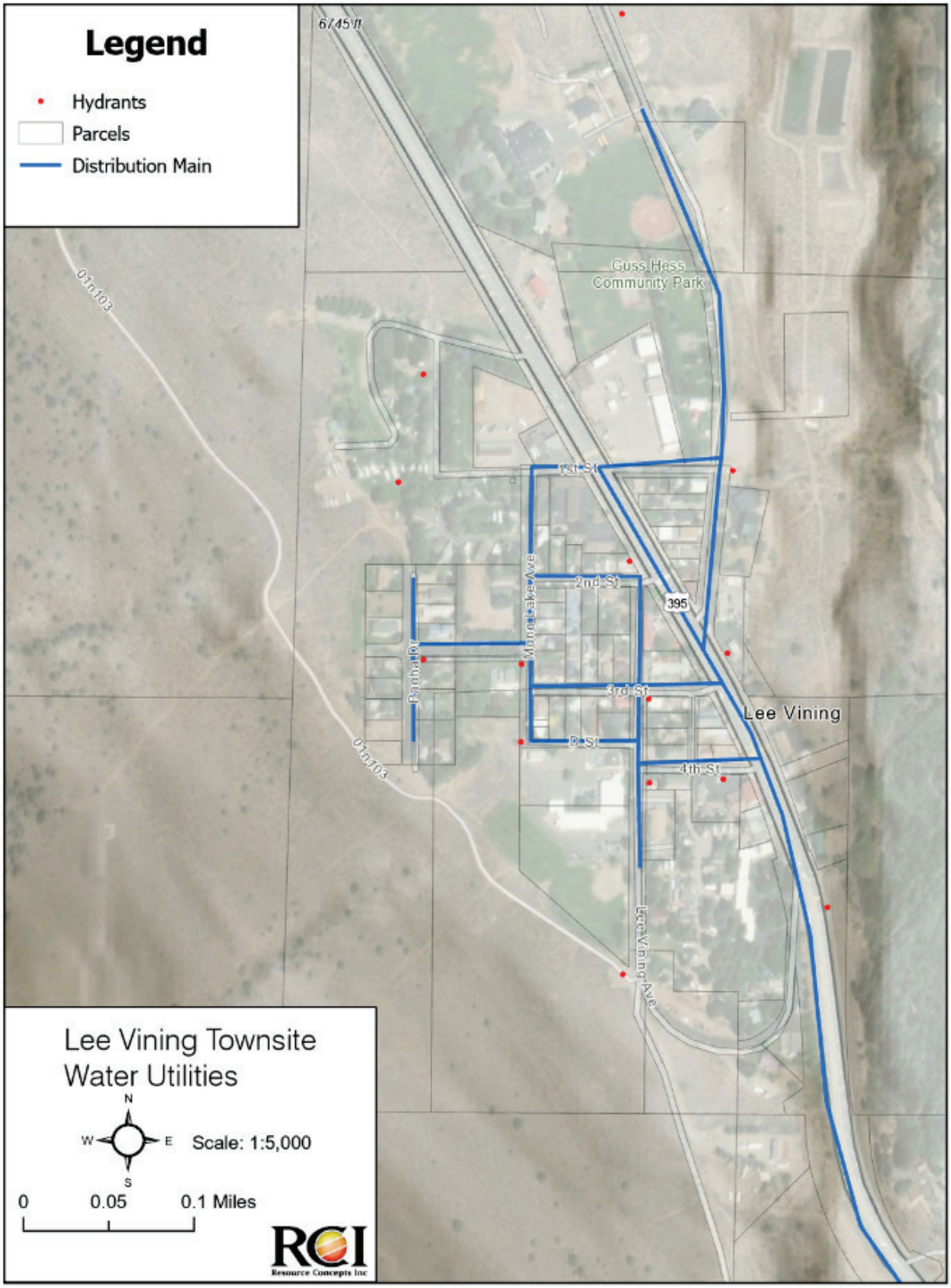


Figure 2: Lee Vining PUD Water System Within Lee Vining



Distribution

The water distribution system in Lee Vining includes pipe diameters between 1 and 8 inches. The water mains within the community are 6-inches in diameter.

The materials used in the water system include 30% plastic, with an average age of 10 years; 40% ductile iron, with an average age of 20 years; and 30% asbestos cement with an average age of 30 years.

Quality/Treatment

The PUD's water is treated with chlorine at the storage tank and is tested regularly. No water quality issues have been identified.

Pressure and Fire Flow

There are currently 21 fire hydrants in Lee Vining, spread throughout the community. The flow volume and pressure available throughout the community is currently unknown. As discussed in the Storage section, the water storage available for firefighting during maximum day demand is less than 2 hours at 1,500 gpm, (a typical flow volume required for single-family residential development). The need to identify system flow and pressure zones presents an opportunity for analysis and targeted capital improvement project to assure adequate fire-flow and pressure.

Capacity Analysis

In analyzing the current and potential future capacity in the water system, both the average day use and maximum day use are considered. The capacity of the water system is determined by the flow rate from the source well, which results in a supply of 324,000 gpd. Because the system capacity in households is directly dependent upon the average use per household, efforts to promote water conservation can have a direct impact on the remaining capacity for additional housing and other development.

Tables 4 and 5 are a representation of demand created by certain potential development scenarios. The tables use one unit of usage in households as 977 gallons per day (gpd) per household as shown in Table 2. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key site, and then finally assuming the addition or development of a single ADU, plus a JADU at each existing single-family household. The Remaining Capacity column represents the capacity remaining based on the sum of demand for each scenario subtracted from the system capacity. The number of households shown in parentheses represents the number of additional households that may be served by the system at the current use rate. Refer to Appendix B for alternate capacity analysis tables and full data notes. Note that the full build-out scenario considers key sites as they are currently zoned, and not necessarily as represented in key sites in the Housing Element.

Table 4: Water Capacity Analysis for Average Day Demand for Lee Vining PUD

Development Scenario Average Day Demand	Demand/ Use	Remaining Capacity (324,000 gpd system capacity)
Scenario 1: Current Demand *(977 gpd Use Rate & 60 connections)*	58,630 gpd	265,370 gpd (272 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(977 gpd Use Rate & 4 Vacant Residential Parcels & Current Demand)*	62,538 gpd	261,462 gpd (268 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(977 gpd Use Rate & 4 Vacant Parcels + 100 Key Sites Units & Current Demand)*	160,238 gpd	163,762 gpd (168 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(977 gpd Use Rate & 4 Vacant Parcels + 100 Key Sites Units +64 ADUs/JADUs & Current Demand)*	222,766 gpd	101,234 gpd (104 Households)
Scenario 5: Development of ADUs/JADUs & Current Demand *(977 gpd Use Rate & 60 ADUs/JADUs & Current Demand)*	117,250 gpd	206,750 gpd (212 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(977 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	135,803 gpd	188,197 gpd (193 Households)

Table 5: Water Capacity Analysis for Maximum Day Demand for Lee Vining PUD

Development Scenario Maximum Day Demand	Demand/ Use	Remaining Capacity (324,000 gpd system capacity)
Scenario 1: Current Demand *(2,931 gpd Use Rate & 60 connections)*	175,890 gpd	148,110 gpd (51 Households)
Scenario 2: Development of Vacant Parcels & Current Demand *(2,931 gpd Use Rate & 4 Vacant Residential Parcels & Current Demand)*	187,614 gpd	136,386 gpd (47 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Demand *(2,931 gpd Use Rate & 4 Vacant Parcels + 100 Key Sites Units & Current Demand)*	480,714 gpd	-156,714 gpd (-53 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Demand *(2,931 gpd Use Rate & 4 Vacant Parcels + 100 Key Sites Units +64 ADUs/JADUs & Current Demand)*	668,298 gpd	-344,298 gpd (-117 Households)
Scenario 5: Development of ADUs/JADUs & Current Demand *(2,931 gpd Use Rate & 60 ADUs/JADUs & Current Demand)*	351,750 gpd	-27,750 gpd (-9 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(2,931 gpd Use Rate – Current Demand + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	407,409 gpd	-83,409 gpd (-28 Households)

2.3 Sewer System

The sewer system in Lee Vining is comprised of approximately one mile of gravity sewer lines and wastewater treatment ponds. The system is completely gravity flow and does not include any force mains or pumping stations. A cursory review reveals that the system collection system is adequate and not the limiting factor in the sewer capacity. However, a complete system analysis and flow model was not conducted to evaluate current conditions, infiltration issues, required maintenance, etc. The current permitted capacity of the system for this analysis is 76,000 gallons per day.

The current treatment volume as reported by the State Water Resources Control Board GeoTracker is approximately 35,000 gallons per day (583 gpd per household), well below the maximum design capacity. The 2009 MSR states the district estimates 50,000 gallons per day. The flow as reported to the State Water Resources Control Board is used in the following capacity analysis. As with water demand, sewer disposal volumes are much greater in the warmer months and lower in the colder months, due in part to greater occupancy during the summer. Sewer demand follows seasonal peaks in summer due to greater visitation and use of lodging, businesses, and public facilities.

Capacity Analysis

In analyzing the current and potential future capacity in the sewer system, both the average day discharge and maximum day discharge are considered. Because the system capacity in households is directly dependent upon the average water use per household, efforts to promote water conservation would have a direct impact on the remaining sewer capacity for additional housing.

Tables 6 and 7 are a representation of discharge to the sewer system generated by each potential development scenario. The tables use one unit of discharge in households as 583 gpd per household. This unit is then applied to equivalent household units that may be developed given vacant lots within the service area, possible development of the key site, and the addition or development of a single ADU, plus a JADU, at each existing single-family household. The Remaining Capacity column represents the capacity remaining based on the sum of discharge for each scenario subtracted from the system capacity. The number of households shown in parentheses represents the number of additional households that may be served by the system at the current discharge rate or in some cases, a representation of the shortage (net negative number). Refer to Appendix B for alternate capacity analysis tables and full data notes. Note that the full build-out scenario considers key sites as they are currently zoned, and not necessarily as represented in key sites in the Housing Element.

Table 6: Sewer Capacity Analysis for Average Day Demand for Lee Vining PUD

Development Scenario Average Day Discharge	Discharge	Remaining Capacity (76,000 gpd system capacity)
Scenario 1: Current Discharge *(583 gpd Discharge Rate & 60 connections)*	35,000 gpd	41,000 gpd (70 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(583 gpd Discharge Rate & 4 Vacant Residential Parcels & Current Discharge)*	37,333 gpd	38,667 gpd (66 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(583 gpd Discharge Rate & 4 Vacant Parcels + 100 Key Sites Units & Current Discharge)*	95,667 gpd	-19,667 gpd (-34 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(583 gpd Discharge Rate & 4 Vacant Parcels + 100 Key Sites Units +64 ADUs/JADUs & Current Discharge)*	133,000 gpd	-57,000 gpd (-98 Households)
Scenario 5: Development of ADUs/JADUs & Current Discharge *(583 gpd Discharge Rate & 60 ADUs/JADUs & Current Discharge)*	69,980 gpd	6,020 gpd (10 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(583 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	81,037 gpd	-5,037 gpd (-9 Households)

Table 7: Sewer Capacity Analysis for Maximum Day Demand for Lee Vining PUD

Development Scenario Maximum Day Discharge	Discharge	Remaining Capacity (76,000 gpd system capacity)
Scenario 1: Current Discharge *(1,750 gpd Discharge Rate & 60 connections)*	105,000 gpd	-29,000 gpd (-17 Households)
Scenario 2: Development of Vacant Parcels & Current Discharge *(1,750 gpd Discharge Rate & 4 Vacant Residential Parcels & Current Discharge)*	112,000 gpd	-36,000 gpd (-21 Households)
Scenario 3: Development of Vacant Parcels & Key Sites & Current Discharge *(1,750 gpd Discharge Rate & 4 Vacant Parcels + 100 Key Sites Units & Current Discharge)*	287,000 gpd	-211,000 gpd (-121 Households)
Scenario 4: Development of Vacant Parcels & Key Sites & ADUs/JADUs & Current Discharge *(1,750 gpd Discharge Rate & 4 Vacant Parcels + 100 Key Sites Units +64 ADUs/JADUs & Current Discharge)*	399,000 gpd	-323,000 gpd (-185 Households)
Scenario 5: Development of ADUs/JADUs & Current Discharge *(1,750 gpd Discharge Rate & 60 ADUs/JADUs & Current Discharge)*	210,000 gpd	-134,000 gpd (-77 Households)
Scenario 6: Full Build-Out – Current Development & ADUs & Maximum Density Development *(1,750 gpd Discharge Rate – Current Discharge + ADUs/JADUs + Maximum Density Development of Current Vacant Parcels)*	243,250 gpd	-167,250 gpd (-96 Households)

Figure 3: Lee Vining PUD Sewer System

2.4 Fire Protection

Background

Fire protection for Lee Vining and the surrounding area is provided by the Lee Vining Fire Protection District (LVFPD). The LVFPD serves a district area along the western shore of Mono Lake and the extended response areas along US Hwy 395 and SR 108. Peak call volumes occur during summer months associated with increased travel and visitation.

Staffing

District services are provided by an all-volunteer fire department with a part-time paid Chief. There are 9 firefighters including 2 Emergency Medical Technicians. Firefighter training and incident response time are consistent with National Fire Protection Association (NFPA) standards for volunteer and rural departments.

Station

The district is served by one station located at 55 Lee Vining Avenue in the Lee Vining townsite. The station has four bays, 3,000 square feet, and a training room. The station has adequate space for the existing older fleet of apparatus. The fire station parcel is small, without adequate area to expand the existing station. Most of the structures and population in the district are within the NFPA guidance response time of 14 minutes (NFPA 1720).

Apparatus

LVFPD has four primary apparatuses that meet needs for initial responses including one Type 1 engine and a water tender.

Emergency Access

The Lee Vining townsite has a well-connected street grid and immediate access to US Hwy 395. Secondary access improvements were proposed as conditions of approval for the Tioga Inn Community Housing Project.

Water supplies

The Lee Vining townsite and the Mobil Mart water system have fire hydrants and adequate water supplies for existing development. Outside of the areas with hydrant systems are small resorts, campgrounds, and rural residences served by small water systems without fire connections or static water supplies on-site.

Ambulance and medical

Mono County provides ambulance services to Lee Vining within the June Lake / Lee Vining response area with ambulance #2 dispatched from June Lake.

Conclusion

LVFPD has identified the need for trained volunteers and fire station improvements as the primary needs to maintain or improve service.

2.5 Priority Sites

1) **Tioga Inn Specific Plan (Vacant Remote) – 100 Units**

The Tioga Inn Specific Plan (Tioga Community Housing) project was denied by the Mono County Board of Supervisors in 2021. Water and wastewater were proposed to be provided by an extension of the Tioga Gas Mart public water system and new package wastewater treatment plant. The project site is not within the Lee Vining PUD district boundary or sphere of influence for provision of services in the future. Lee Vining PUD does not propose to annex or provide services to the Tioga Inn site which would require application to and approval of Mono County Local Agency Formation Commission.

The Tioga Community Housing Final Subsequent Environmental Impact Report noted that the proposed project would double the existing demand of the Lee Vining PUD system resulting in the need to expand the Lee Vining PUD treatment system. Water mains with a minimum size of 6 inches in diameter would have to be extended to a minimum of approximately 2,600 feet (0.5 mile). The elevation of the Tioga Inn property is approximately 310 feet below the storage tanks, so the water pressure would likely be sufficient without pumping facilities. A sewer main would have to be extended approximately 4,000 feet (0.76 mile) to serve the property. The elevation of the site is higher than the wastewater treatment ponds, so the sewer should gravity flow from the site to the sewer treatment ponds.

2.6 Conclusions

The current water system has adequate production capacity for all scenarios during average day demand. When considering the maximum day demand, however, water production has the capacity to serve current development plus vacant lot development, plus an additional 47 residential units/households. The storage capacity for the system provides less than 2 hours of 1,500 gpm fire flow during maximum day demand. This scenario presents an opportunity for capital improvement such as an additional tank and/or exploring additional water sources such as a well. As discussed below, the best option would be to develop an additional, redundant, supply, as in a well.

Aside from production and storage values, the primary concern for the water system in Lee Vining is that there is a single water source with no backup. All community water systems should have at least two sources for drinking water for system redundancy. The consideration of a new well is recommended as a possible Capital Improvement project and will be discussed in more detail in Phase 3 of this study.

The sewer system capacity in Lee Vining is adequate for the current discharge plus vacant properties and a portion of key site development. None of the scenarios for the maximum day discharge are below the existing wastewater treatment capacity. This may indicate that the reported discharge is greater than the average discharge. The sewer capacity could be improved by expanding the disposal ponds with appropriate permitting.

2.7 Capital Improvement Recommendations

This study concludes that for Lee Vining to consider additional development, and/or compliance with ADU provisions of the State Statutes, the following capital improvements might be considered:

1) Develop a second and redundant source of domestic water supply, such as a new well to be used together with the existing spring.
2) As a part of item 1 above, construct additional storage (tanks) associated with a new water source to provide fire protection water storage.
3) Construct distribution system connections from new water source to existing systems.
4) Expanded disposal ponds for increase sewer capacity.
5) Key Sites Consideration. Expand the sphere of influence to include the Tioga Inn Specific Plan.
    a. Interconnect the water system and possibly combine with Tioga Mart system, construction an inter-tie with the water main that serves Lee Vining.
    b. Construct approximately 4000+ L.F. of sewer line to provide connection to Lee Vining PUD and expand disposal ponds.

The above recommendations will be further investigated during Phase 3 of this study.

Section 3. References

California State Water Resources Control Board GeoTracker; https://geotracker.waterboards.ca.gov ; accessed June – December 2023

Mono County Housing Element; Mono County Community Development, 6th Cycle Update, 2019-2027; adopted November 5, 2019

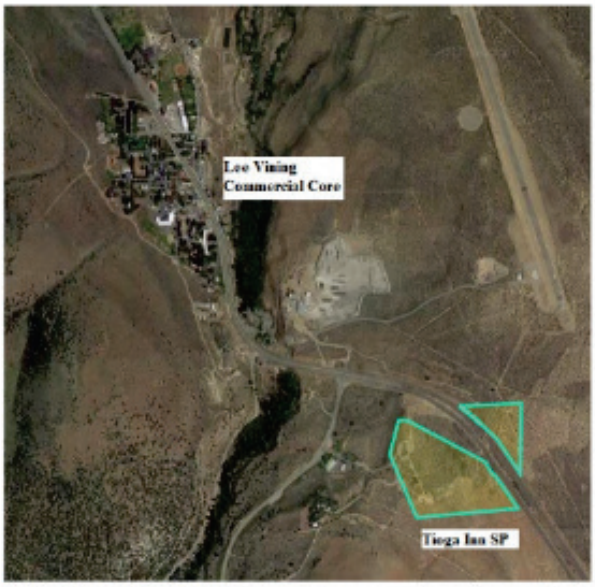
Municipal Service Review and Sphere of Influence Recommendation; Lee Vining Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Recommended Standards for Wastewater Facilities (Ten States Standards), 2004 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers

Appendix A

Key Sites from Housing Element

1) Tioga Inn Specific Plan (Vacant Remote) – 100 Units

Key Sites	
Tioga Inn Specific Plan APN: 021-080-025 Acres: 32.1 Unit Potential: 100 Income Level: Moderate A 2019 Specific Plan Amendment is expected to allow for up to 150 additional workforce housing bedrooms, or approximately 100 units. The proposed workforce housing area is located along the southern property boundary, directly south of the promontory restaurant. Impacts and constraints will be analyzed as part of Tioga Inn Specific Plan Amendment #3.	

Appendix B

Full Capacity Calculations

Table 4B: Water Capacity Analysis for Average Day Demand for Lee Vining PUD
(See Table 4 in Section 2 of report)

#	Lee Vining – Average Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Available Capacity (households
1	Current system capacity			324,000	
2	Use rate per household	977			
3	Current households		60		
4	Current Demand	58,630		265,370	272
5	**Vacant Residential parcels**		4		
6	Current + Vacant Demand	62,538		261,462	268
7	**Add Key Sites – Potential Units**		100		
8	Current + Vacant + Key Sites	160,238		163,762	168
9	Add ADU + JADU		64		
10	Current + Vacant + Key Sites + ADU & JADU	222,766		101,234	104

Table Line Notes:

1. Current system capacity at 225 gpm, the average spring flow, over 24 hours. This capacity is applicable to both average and maximum-day demand.
2. The use rate per household for an average day is based on the annual water production reported in 2020 divided by 356 and divided by the number of households identified in the 2020 Census (item 3).
4. Current demand is determined by multiplying the use rate per household by the number of households.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 5B: Water Capacity Analysis for Maximum Day Demand for Lee Vining PUD
(See Table 5 in Section 2 of report)

#	Lee Vining – Maximum Day	Demand/Use (gpd)	Unit Count	Remaining Capacity (gpd)	Available Capacity (households)
11	Current system capacity			324,000	
12	Use rate per household	2,931			
13	Current households		60		
14	Current Demand	175,890		148,110	51
15	**Vacant Residential parcels**		4		
16	Current + Vacant Demand	187,614		136,386	47
17	**Add Key Sites – Potential Units**		100		
18	Current + Vacant + Key Sites	480,714		-156,714	-53
19	Add ADU + JADU		64		
20	Current + Vacant + Key Sites + ADU & JADU	668,298		-344,298	-117

Table Line Notes:

11. Current system capacity at 225 gpm, the average spring flow, over 24 hours. This capacity is applicable to both average and maximum-day demand.
12. The use rate per household for maximum-day is determined as 3 times the average day use rate.
14. Current demand is determined by multiplying the use rate per household by the number of households.
15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
16. Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in water production for future scenarios.
17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
19. It is assumed that each ADU on a property would use approximately 65% of the current use rate per household, and a JADU would use approximately 35% of the current use rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of water use would be equal to two times the use rate per household.

Table 6B: Sewer Capacity Analysis for Average Day Demand for Lee Vining PUD
(See Table 6 in Section 2 of report)

#	Lee Vining – Average Day	Sewer Discharge (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
1	Current system capacity			76,000	
2	Discharge rate per household	583			
3	Current households		60		
4	Current Discharge	35,000		41.000	70
5	Vacant Residential parcels		4		
6	Current + Vacant Discharge	37,333		38,667	66
7	Key Sites – Potential Units		100		
8	Current + Vacant + Key Sites	95,667		-19,667	-34
9	Total households/residences		64		
10	Current + Vacant + Key Sites + ADU & JADU	133,000		-57,000	-98

Table Line Notes:

2. The discharge rate per household is based on the discharge reported by the PUD divided by the number of households reported in the 2020 census.
4. Current discharge is as reported by the PUD to the State Water Resources Control Board.
5. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.
7. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.
9. This number of households/residences includes current households and potential households for currently vacant properties for the purpose of calculating the discharge for ADUs and JADUs. This does not include potential households for key site residential units, since the density of the key site is for multi-family or other use that will not support additional ADUS.
10. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household.

Table 7B: Sewer Capacity Analysis for Maximum Day Demand for Lee Vining PUD
(See Table 7 in Section 2 of report)

#	Lee Vining – Maximum Day	Sewer Discharge (gpd)	Unit Count	Remaining Capacity (gpd)	Remaining Capacity (households)
11	Current system capacity			76,000	
12	Discharge rate per household	1,750			
13	Current households		60		
14	Current Discharge	105,000		-29,000	-17
15	Vacant Residential parcels		4		
16	Current + Vacant Discharge	112,000		-36,000	-21
17	Key Sites – Potential Units		100		
18	Current + Vacant + Key Sites	287,000		-211,000	-121
19	Total households/residences		64		
20	Current + Vacant + Key Sites + ADU & JADU	399,000		-323,000	-185

Table Line Notes:

12. The discharge rate per household for maximum day is estimated as three times (3x) the average day discharge.

    Note that while negative values for remaining capacity are not possible, the values are shown for illustrative purposes to quantify the potential shortfall in sewer treatment for future scenarios

14. Current discharge is as reported by the PUD to the State Water Resources Control Board.

15. It is assumed that each vacant residential parcel can support one single-family residence, which would equate to one household each.

17. The potential units for key sites are as determined as shown in the 2019 Mono County Housing Element.

19. This number of households/residences includes current households and potential households for currently vacant properties for the purpose of calculating the discharge for ADUs and JADUs. This does not include potential households for key site residential units, since the density of the key site is for multi-family or other use that will not support additional ADUS.

20. It is assumed that each ADU on a property would discharge approximately 65% of the current rate per household, and a JADU would discharge approximately 35% of the current rate per household. If every current parcel added one ADU and one JADU, the household/residence count in terms of sewer discharge would be equal to two times the discharge rate per household.

March 2024

Capacity Improvement Plan

for—

Mono County
Community Development

Prepared For:

Mono County Community Development
74 N. School St.
PO Box 8

Bridgeport, CA 93517
1290 Tavern Rd.
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

Resource Concepts, Inc.
340 N. Minnesota St.
Carson City, Nevada 89703
(775) 883-1600

www.rci-nv.com

Table of Contents

Tables

Figures

Appendices

List of Acronyms

Acronym	Description
AC	Acre
ADUs	Accessory dwelling units
AFA	Acre-feet annually
APN	Assessor's Parcel Number
CSD	Community Service District
Demand	Average daily use
FPD	Fire Protection District
Gal	gallons
gpd	Gallons per day
gpm	Gallons per minute
Hwy	Highway
JADU	Junior accessory dwelling unit
MSRs	Municipal Services Reviews
NFPA	National Fire Protection Association
psi	Pounds per square inch
PUD	Public Utility District
PVC	Polyvinyl chloride
sq ft	Square feet
SFR	Single-family residence
SR	State route

Section 1. Executive Summary

1.1 Scope

In accordance with the Special Districts Needs Assessment project scope and contract, Resource Concepts, Inc (RCI) has evaluated and performed an assessment of the capability and capacity of utility companies and fire districts within the communities of Bridgeport, June Lake, Crowley Lake, and Lee Vining to serve existing housing and facilities, as well as potential for increased demand from development and/or zoning modification to support more affordable housing. RCI performed data collection and analysis of the subject communities as targeted by Mono County to focus on and identify barriers that may exist to increased housing in each community. These communities have been identified as including Housing Element key sites and land use and vacancies that provide opportunities for further and denser development if they can be provided with water, sewer and fire protection services.

1.2 Demand Determination

The overall project was divided into the following three tasks: 1) Baseline survey, outreach, data collection and Municipal Service Review (MRS) update support; 2) Special District Needs Assessment Reports and Housing review; and 3) Capacity Improvement Project (CIP) Recommendations. This report is a summary of the Phase 3 effort and identifies capacity improvement recommendations for specific development scenarios in each community or special district. The development scenarios are defined in the Task 2 Special District Needs Assessments and include, as a baseline, the existing developed (as-built) condition, and progress with stepped potential development scenarios to full build-out at the maximum allowable density, including construction of Accessory Dwelling Units (ADUs).

1.3 Capacity Gap Analysis

The demand created by the development scenarios was estimated as the potential water demand and sewer disposal capacity and was equated to the number of additional households the current systems could support at the current use and disposal rates, or if deficient, the number of households the current system was short. The Special District Needs Assessment Reports concluded with recommended capacity improvement projects (CIPs) that might be considered to meet the demands of future development.

Importantly, the scope of this study includes consideration of the impact of construction of ADUs on the existing water and sewer systems. Although multiple ADUs may be allowed on existing residential parcels, this study limited the number of ADUs to just two (2) per existing and future single-family residential lot, as identified as Scenario 4 in each Special District Needs Assessment Report, to establish a reasonable scenario for capacity improvement projects that might be required to support ADU development. The Special District Needs Assessment Reports also provided the demand and capacity requirements for a scenario (Scenario 6) which is a hypothetical full build-out at the maximum density currently allowed by land use designation. None of the utilities have capacity to serve customers at full build-out for water or sewer with current capacities and water demand/sewer discharge. Projects are identified in each community to develop capacity to meet this potential build-out scenario.

1.4 Capacity Improvements and Types of Projects

This Capacity Improvement Plan (CIP) identifies strategies and methods to improve capacity of the water and sewer systems in each of the Special Districts to meet the demand created by the development

scenarios, and to overcome identified barriers to housing development. Such strategies or types of projects for water systems include source development, increased storage, transmission improvements and extensions, treatment improvements, and water conservation and metering strategies. For wastewater systems, the types of projects include improved and expanded collection systems, increased permitted treatment facilities and ponds, as well as newly constructed treatment facilities.

1.5 Project Prioritization

This report identifies each potential project with a priority for purposes of further analysis and recommendation. Potential capacity improvement projects have been prioritized into two groups: Priority 1 – Sites with high benefit from improvement to existing systems; and Priority 2 – Sites requiring completely new facilities, or extensive expansions due to remoteness, both with high cost to benefit ratios. Within Priority 1, proposed projects have been further sorted into sub-categories: 1) Low cost/no new construction; 2) Minor costs/construction; and Capital improvement projects. Each of the Priority 1 projects has been evaluated based on overall cost and cost per additional housing unit, to the extent possible.

1.6 Proposed Capacity Improvement Projects – 17 Capital Improvement Priority Projects

Each community includes water conservation-related projects including water conservation public outreach, water conservation rebate programs, landscape irrigation management, and for all systems except June Lake and Mountain Meadows MWC, water meter installation and tiered rate structure.

Capital improvement projects identified are summarized below, showing the total project estimated cost, increase in housing units, and cost per additional housing unit.

Bridgeport

Bridgeport projects range in cost from just over $400,000 to almost $60 million, with costs per additional housing unit between $7,200 and $72,000.

Project B5 – Kirkwood Street Loop Water Replacement

Total Estimated Cost:	$650k - $800k
Increase in Housing Units:	26
Cost per Additional Housing Unit:	$25k - $30.8k

Project B6 – Stock Drive Water Extension

Total Estimated Cost:	$410k - $530k
Increase in Housing Units:	22
Cost per Additional Housing Unit:	$16.6k - $24k

Project B7 – Aurora Canyon Replacement Project

Total Estimated Cost:	$500k - $650k
Increase in Housing Units:	23
Cost per Additional Housing Unit:	$21.7k - $28.3k

Project B8 – Alpine Vista Sewer Extension

Total Estimated Cost:	$420k - $535k
Increase in Housing Units:	36
Cost per Additional Housing Unit:	$12k - $15k

Project B9 – Evans Tract Sewer Extension

Total Estimated Cost:	$1.15M - $1.47M
Increase in Housing Units:	160
Cost per Additional Housing Unit:	$7.2k - $9.2k

Project B10 – Bridgeport Water Treatment Plant

Total Estimated Cost:	$1.3M - $2.0M
Increase in Housing Units:	111
Cost per Additional Housing Unit:	$11.7k - $18k

Project B11 – Bridgeport Water Full Build-Out Improvements

Total Estimated Cost:	$39.8M
Increase in Housing Units:	635
Cost per Additional Housing Unit:	$62.6k

Project B12 – Bridgeport Wastewater Treatment Expansion

Total Estimated Cost:	$1.0M - $3.0M
Increase in Housing Units:	58
Cost per Additional Housing Unit:	$17.2k - $51.7k

Project B13 – Bridgeport Sewer Full Build-Out Improvements

Total Estimated Cost:	$58.6M
Increase in Housing Units:	813
Cost per Additional Housing Unit:	$72k

Crowley Lake

Crowley Lake projects range in cost from $530,000 to $15.4 million, with costs per additional housing unit between $5,300 and almost $22,000.

Project C5 – School District Parcel

Total Estimated Cost:	$1.6M - $2.1M
Increase in Housing Units:	309
Cost per Additional Housing Unit:	$5.3k - $6.7k

Project C6 – Crowley Lake Drive Water Extension

Total Estimated Cost:	$530k - $680k
Increase in Housing Units:	48
Cost per Additional Housing Unit:	$11k - $14.2k

Project C7 – Crowley Lake Water Full Build-Out Improvements

Total Estimated Cost:	$15.4M
Increase in Housing Units:	753
Cost per Additional Housing Unit:	$20.4k

Project C8 – Crowley Lake Sewer Full Build-Out Improvements

Total Estimated Cost:	$14.1M
Increase in Housing Units:	646
Cost per Additional Housing Unit:	$21.7k

June Lake

June Lake projects are those for full build-out and are over $30 million for water and almost $89 million for sewer. This equates to almost $23,000 and over $66,100 respectively.

Project J4 – June Lake Water Full Build-Out Improvements

Total Estimated Cost:	$30.6M
Increase in Housing Units:	1,351
Cost per Additional Housing Unit:	$22.7k

Project J5 – June Lake Sewer Full Build-Out Improvements

Total Estimated Cost:	$88.6M
Increase in Housing Units:	1,340
Cost per Additional Housing Unit:	$66.1k

Lee Vining

Lee Vining projects are those for full build-out and are over $12 million for water and over $7 million for sewer. This equates to $153,000 and over $90,200, respectively.

Project LV5 – Lee Vining Water Full Build-Out Improvements

Total Estimated Cost:	$12.1M
Increase in Housing Units:	79
Cost per Additional Housing Unit:	$153k

Project LV6 – Lee Vining Sewer Full Build-Out Improvements

Total Estimated Cost:	$7.1M
Increase in Housing Units:	79
Cost per Additional Housing Unit:	$90.2k

Infill-type projects are generally the most cost-effective for increasing the capacity of water and sewer systems for additional housing units. Full build-out scenarios typically have the highest per-unit cost.

All water systems considered have adequate current capacity at maximum day demand. All water systems except Bridgeport PUD have adequate capacity for current demand plus development of vacant parcels, not considering ADUs. Some water systems include available capacity to accommodate the current demand plus ADUs on currently developed single-family parcels.

All sewer systems except Lee Vining PUD have adequate current capacity at maximum day demand. June Lake PUD and Hilton Creek CSD have adequate capacity for current demand plus development of vacant parcels, not considering ADUs. None of the sewer systems include available capacity to accommodate the current demand plus ADUs on currently developed single-family parcels.

Section 2. Introduction

2.1 Project Scope

Mono County Special Districts Needs Assessment & Capacity Improvement

The goal of the overall project is to assess the capability and capacity of utility companies and fire districts within the Special Districts and communities of Bridgeport, June Lake, Crowley Lake, and Lee Vining to serve existing housing and facilities, as well as potential for increased density housing elements (i.e. Accessory Dwelling Units, ADUs). If it is determined that the utility lacks the capacity to support increased housing needs, this project concludes with Phase 3 (this report) by identifying strategies and improvement projects which may remove barriers to housing production. This project was multifaceted and divided into three (3) main phases.

Phase 1 Baseline Survey and Outreach. The first phase included contact and communication with utility managers and other special district representatives and collection of data (such as water system usage data, sewer system flow data, facility and system sphere of influence and characteristics). This data was used in conjunction with existing Municipal Services Reviews (MSRs) and demographic information to aid Mono County in updating the MSRs for Special Districts.

Phase 2 Needs Assessment and Barriers Evaluation. The second phase was the evaluation of the data collected in Phase 1, together with housing development opportunities to identify potential barriers to increase the capability of a district or utility to meet potential housing needs. A significant component in this phase included determining the current capacity of water and sewer systems, and estimating potential demand and flows for various scenarios to identify capacity shortfalls. Any barriers identified, such as limited distribution pipe sizes, lack of quality water supply, or need for treatment improvements, would be considered potential candidates for a Capacity Improvement Project, to be developed in Phase 3.

A key part of Phase 2 was the development of a standalone Special District Needs Assessment report for each of the focus communities of Bridgeport, June Lake, Crowley Lake, and Lee Vining. The Needs Assessment would conclude with a recommendation of possible Capacity Improvement projects included in this report. The evaluation and study incorporated information pulled from the Mono County Housing Element: Mono County Community Development, 6th Cycle Update, 2019-2027, adopted November 5, 2019, which identifies potential housing development opportunities associated with appropriate zoning and land use in key sites.

Phase 3 Capacity Improvement Plan Report. This report is the culmination of the data collection and analysis performed in Phases 1 and 2 for the purpose of identifying potential projects which Mono County may undertake to increase the capacity of selected utility systems. Specifically, Phase 3 focuses on the utility companies (water and sewer) located in the communities of Bridgeport, Crowley Lake, June Lake, and Lee Vining.

2.2 Utility Systems and Current Capacity

The water and sewer systems within the focus communities of Bridgeport, Crowley Lake, June Lake, and Lee Vining identified in the Phase 2 Needs Assessment that do not have sufficient capacity to support additional housing (specifically affordable housing projects) were prioritized for capacity improvement projects. The current capacity is normalized into either the flow or discharge rate in gallons per day (gpd)

for a typical household which, for purposes of this study, is an equivalent single-family residence. The actual flow rate and capacity factors are variable from community to community as represented in the Phase 2 reports. Generally, for the average daily demand, discharge, and fire flow it was found that nearly every utility company has some excess capacity and can support additional housing under current conditions but does not have capacity to serve full build-out under current zoning densities.

Section 3. Capacity Summary

3.1 Current Capacity Assessment

Existing Infrastructure Capacity

Detailed capacity analyses were performed for Bridgeport, Crowley Lake, June Lake, and Lee Vining as part of the Special District Needs Assessments as a precursor to this Capacity Improvement Plan. A detailed analysis with various scenarios can be found in each Special District Needs Assessment. The Special District Needs Assessments are listed in the References Section for this plan.

A summary of the existing capacity and available capacity in each system is shown in Table 1, below.

Table 1: Current Water and Sewer System Capacity

System	Current Capacity (gpd)	Remaining Capacity (gpd at Max Day)	Household Equivalent
Bridgeport			
Bridgeport Public Utility District (PUD) Water	936,000	221,140	53
Bridgeport PUD Sewer	200,000	34,100	20
Crowley Lake			
Mountain Meadows Mutual Water Company (MWC) - Water	648,000	419,910	223
Hilton Creek Community Service District (CSD) - Sewer	176,000	41,000	113
June Lake			
June Lake PUD - Village System - Water	594,566	286,566	250
June Lake PUD - Down Canyon System - Water	406,000	169,400	272
June Lake PUD - Sewer	1,000,000	610,000	810
Lee Vining			
Lee Vining PUD - Water System	324,000	148,110	51
Lee Vining PUD - Sewer System	76,000	0	0

As this summary shows, the available housing capacity in each community and in each system within the communities varies. The sewer capacity is the limiting factor in Bridgeport, Crowley Lake, and Lee Vining while the water system capacity is the limiting factor in June Lake.

3.2 Demand Determination and Projections

Current Demand Determination

The average and maximum demand, data sources, and methodology for each system have been evaluated in detail in the Special District Needs Assessment Reports. A summary of the water and sewer demand for each system is provided in Table 2, below.

Table 2: Current Water Demand and Sewer Flow Estimates

System	Demand/Flow per Connection (gpd, Avg Day)	Total Demand/Flow (gpd, Avg Day)	Demand/Flow per Connection (gpd, Max Day)	Total Demand/Flow (gpd, Max Day)
Bridgeport				
Bridgeport PUD Water	1,474	250,624	4,205	714,860
Bridgeport PUD Sewer	576	55,300	1,728	165,900
Crowley Lake				
Mountain Meadows MWC - Water	628	76,030	1,885	228,090
Hilton Creek CSD - Sewer	121	45,000	363	135,000
June Lake				
June Lake PUD - Village System - Water	446	119,973	1,145	308,000
June Lake PUD - Down Canyon System - Water	220	83,699	623	236,600
June Lake PUD - Sewer	455	300,000	1,364	900,000
Lee Vining				
Lee Vining PUD – Water System	977	58,630	2,931	175,890
Lee Vining PUD – Sewer System	583	35,000	1,750	105,000

As shown in the table above, the water demand and sewer flow vary widely from system to system. This may reflect many factors, including but not limited to average household size, proportion of commercial use, occupancy rates, date of building construction (efficient fixtures), metering, and outdoor irrigation. The U.S. Geological Survey estimates each American uses an average of 80-100 gallons of water per day at home. With an average household size in Mono County of 2.33 persons (U.S. Census), the average household water use would be 186 to 233 gpd/household. The average design sewer discharge rates through communities in the Eastern Sierra average approximately 255 gpd/household.

Note the averages in the prior paragraph are just for residential use, while the values in Table 2 include all water use and sewer flows in the community, averaging over the number of connections. Even with this difference, it is easy to identify that some system average rates are significantly higher than average for both water and sewer. These higher-than-average rates may indicate potential for success with water conservation programs as discussed in Section 3.

Future Demand Growth

Future demand for various scenarios has been included in the Special District Needs Assessment Reports for each community. Scenarios considered include development of current vacant parcels with single service connections, development of key sites identified in the Housing Element, and development of Accessory Dwelling Units (ADUs) and Junior ADUs (JADUs). Scenarios were evaluated as to the ability to provide potential for additional housing. Such an evaluation included both multi-family and single-family housing opportunities, as the zoning supports, and development of ADUs and JADUs on existing developed and vacant single-family residential parcels. These factors have a varied influence on estimated future demand. Note that while future demand/discharge growth factors have been considered, they are not tied to any time frame or population projections.

Factors Influencing Demand

Many factors influence the water demand and sewer discharge in systems. Some of these factors are discussed below:

- **Multi-family development** – Multi-family development on vacant parcels is a priority for creating more affordable housing in each community. Typically, a multi-family development uses less water per dwelling unit than a single-family development.
- **Development of key sites (from the Housing Element)** – Key sites in each of the four considered communities have been identified in the Housing Element. Some of these sites have the potential for multi-family housing, while most of the sites will likely be developed as single-family housing in areas surrounded by existing single-family housing.
- **ADU development** – Construction of ADUs and JADUs is allowed on parcels that include one single-family home and on multi-family parcels. If the development of ADUs becomes widespread, both water demand and sewer flow could be significantly impacted.
- **Occupancy rate** – Many communities in the Eastern Sierra region include second homes and short-term rentals. This leads to seasonally varying occupancy and associated water demand and sewer flow. While these occupancy rates are not specifically known, occupancy is higher during the summer months. Greater vacancies outside of the summer months causes lower water demand and sewer flows overall than if properties were occupied year-round.
- **Population** – An increase in population within a water or sewer system increases water use and sewer discharge in that system, not considering water conservation.
- **Water Use and Sewer Discharge Rates** – As discussed in the Current Demand Determination section, water use per connection varies widely and is affected by many factors.

Demand Peaking Scenarios

In considering current use and available capacity for both water and sewer systems, the average day demand/flow and the maximum day demand/flow are used. The average day demand is taken as an average demand over the entire year and does not differentiate seasonally. While it is understood that water use increases during the summer months, the average demand and flow included in Table 2 are simple averages and do not reflect this variation for analysis purposes. Because water and sewer systems must be able to meet system needs during peak use conditions, the Special District Needs Assessment Reports and resulting data primarily consider the maximum day demand/flow in estimating available system capacity.

The maximum day demand for water systems in the Special District Needs Assessments have been determined in one of two ways. For systems that reported their maximum daily water use in the Electronic Annual Reports, that water use was divided by the number of water service connections to determine the maximum day demand per connection (Bridgeport PUD, June Lake PUD Village, June Lake PUD Down Canyon). For systems where the maximum day system-wide demand was not available, the maximum day demand is estimated as the average day demand multiplied by three (Crowley Lake MWC, Mountain Meadows MWC). In the case of Lee Vining, the reported maximum day demand was anomalously high (perhaps indicating a water line break or other event), so the factor of average day demand times three was used. The multiplier factor of three is slightly conservative compared to actual average and maximum day demand ratios for the three systems with maximum day demand data available. Those factors range from 2.56 to 2.85.

To obtain maximum sewer flow, the average sewer flow per connection was determined by dividing the current discharge by the number of sewer connections. The maximum day discharge was then determined by multiplying the average by a factor of three, as with water use. This peaking factor is supported within the Recommended Standards for Wastewater Facilities (Ten States Standards, Figure 1, page 10-6[1]), which is a widely used wastewater design reference. As an additional point of reference, sewer flows typically range from 70% to 130% of water use rates, with designers often assuming the average flow equals the water demand rates. As explained in the paragraph above, the peaking factor used for water demand in systems without actual peak flow data is 3.0, which is a conservative estimate based on measured values.

3.3 Capacity Gap Analysis

Capacity Gaps Identified

Capacity gaps in water and sewer systems are the difference between projected or needed capacity and actual capacity. Referring to this difference as a gap implies the actual capacity is less than the needed capacity. For the purposes of this analysis, capacity gaps can be the shortage in water production or sewer disposal capacity. We have also identified capacity gaps as some areas with inadequate infrastructure for residential development. All these factors can negatively affect the capacity of the water or sewer system to serve potential customers.

This analysis does not consider potential projects or identified needs related to system reliability or redundancy that would not otherwise improve system capacity during normal operation.

Risks of Capacity Gaps

One purpose of identifying capacity gaps is to enable analysis of the risks posed by these gaps and measures that would address them. Some risks of capacity gaps include:

- Limitations on commercial development, including needed services
- Inability to develop affordable housing
- Shortage of workforce housing
- Limitations on economic development

[1] Figure 1 on page 10-6 of the Ten States Standards includes peak flow multipliers for peak hourly flow, rather than maximum day flow. Maximum day flow is lower than peak hour flow. For a population of 1,000, the ratio of peak hourly flow to design average flow is approximately 4.

Section 4. Capacity Enhancement Strategies

Analysis of water system capacity incorporates consideration of both supply and demand. Analysis of sewer system capacity incorporates consideration of both discharge flow and treatment capacity. The following sections discuss capacity improvement from both sides for water and sewer systems.

4.1 Infrastructure Improvement Projects

When considering improving water and sewer system capacity, capital improvement and infrastructure plans are an important tool in improving the capacity in a system, through increasing the supply or treatment capacity or improving distribution and collection. Examples of potential infrastructure improvement projects include but are not limited to expansion of treatment facilities; construction of new water storage tanks/reservoirs; upgrading pumping stations; installation of replacement, upsized, or new water and sewer pipes; sewer main rehabilitation; development or rehabilitation of new water sources; wastewater treatment plant improvements; and improving system redundancy and interconnectivity.

Potential infrastructure improvement projects are identified and discussed further in Sections 6 through 9.

4.2 Optimization of Existing Infrastructure and Operations

Operational measures are an important part of protecting and improving system capacity, including evaluating the system for leaks, waste, and inefficiency; utilizing technology to control and prevent potential system waste; and maintaining emergency preparedness and response planning. For water systems that include individual service metering, an audit can be performed to compare the water quantity produced and the water delivered to customers to identify any significant variances that may indicate leaking in the system. For sewer systems, flow measurement can identify infiltration and inflow that negatively affects the sewer system capacity.

Systems can integrate advanced technologies such as remote monitoring systems, flow-control devices, and proactive system component analysis to identify potential problems that may affect system efficiency and reliability and address those issues prior to negative system impacts.

Modifying emergency preparedness and response planning can help to reduce potential water waste during emergencies or failures in the system by identifying and stopping water main leaks promptly. This can include investing in and properly maintaining backup power supplies and maintaining adequate materials for repairs during emergencies and disasters.

4.3 Water Conservation Planning

Water conservation programs can play an important role in reducing water use and subsequent sewer discharge. Water conservation initiatives typically aim to reduce water use through a variety of strategies such as improving infrastructure efficiency, promoting water-saving measures, implementing pricing strategies to encourage more efficient water use, and raising public awareness about water conservation.

Typical components of water conservation planning, which are discussed in more detail below include:

1) Education and outreach
2) Fixing Leaks
3) Retrofitting fixtures
4) Landscape irrigation management
5) Pricing incentives

Education and Outreach

Educating customers and community members about water saving practices, including those that follow these practices, can contribute to reduced water consumption per connection through customer behavior changes and participation in water conservation implementation efforts. All efforts listed below are most effective paired with education and outreach.

Fixing Leaks

According to the U.S. Environmental Protection Agency (EPA), a single leaking faucet can waste hundreds of gallons of water per year. Repairing household fixtures can lead to significant water savings per connection and in the system as a whole. Fixing leaking irrigation systems can lead to even more water savings than indoor fixtures. As an operational strategy, this can also include identifying and fixing leaks in the water system before the water reaches customers.

Retrofitting Fixtures

Installing low-flow faucets, shower heads, and toilets can reduce water usage per connection. In communities with older construction, potential water savings may be greater since older fixtures use more water and produce more sewer flow. As a part of water conservation programs, some utility providers offer rebates to customers for purchasing and installing low-flow fixtures to encourage participation.

Landscaping Irrigation Management

The EPA Water Sense program estimates about 30% of household water use occurs outdoors on average, which varies widely based on the climate and season. In dry climates, as much as 60% of household water use occurs outdoors. Encouraging or mandating the use of drought-tolerant plants and efficient irrigation systems (e.g. drip irrigation, adjusting sprinkler placement) can reduce outdoor water use. Additionally, many water conservation plans include limiting landscape watering schedules during summer months.

Pricing Incentives

Implementing tiered pricing structures can incentivize residents and businesses to reduce water use. Since not all water systems in the subject communities use water meters at each connection, this effort would require installation of meters for service connections.

Actual water savings resulting from water conservation efforts vary widely based on factors such as the effectiveness of the conservation measures implemented, the level of buy-in and compliance among

users, the scale of implementation, local attitudes toward drought and conservation, and other factors. Water conservation also varies seasonally in areas with a great deal of outdoor irrigation and tourism.

Water conservation measures can also affect flows into sewer systems, as reduced indoor water use translates to reduced wastewater flowing into the sewers.

As an example, if water savings of 10% is achieved in Bridgeport, the available water system capacity would nearly double by increasing to 39 households, from an existing capacity of 20 households. As discussed in Section 2, some water and sewer system demands are much higher than average, which may indicate significant opportunity for water conservation.

Section 5. Project Prioritization Criteria

5.1 Criteria for Prioritizing Capacity Improvement Projects

For each of the communities included in this report, current water demand and sewer discharge compared to system capacity was assessed in their respective Special District Needs Assessment Report. Various development scenarios were evaluated to compare the projected water demand and sewer flows to the system capacities to identify capacity gaps and how much development could be sustained by the existing utility capacities. An evaluation of all key sites from the Housing Element, combined with the analysis of current system capacities and/or capabilities, reveals that not all sites are equal candidates for capacity improvement projects. Therefore, this report identifies each potential project with a priority for purposes of further analysis and recommendation. Potential capacity improvement projects have been prioritized into two groups: Priority 1 – Sites with high benefit from improvement to existing systems; Priority 2 – Sites requiring completely new facilities, or extensive expansions due to remoteness, both with high cost to benefit ratios. Within Priority 1, proposed projects have been further sorted into sub-categories: 1) Low cost/no new construction; 2) Minor costs/construction; and Capital improvement projects. Each of the Priority 1 projects have been evaluated based on overall cost and cost per additional housing unit, to the extent possible.

Most of the Priority 2 projects identified would include development of specific plans or subdivisions where the developer would be responsible for infrastructure development to serve the property, which may or may not become part of the utility-owned system. Additionally, many Priority 2 projects do not have current zoning designation to support the proposed development identified in the Housing Element.

Projects identified in the following sections for each community have been identified based on the priority criteria discussed in this section. Please note that the project description, capacity improvement, and cost estimate for each project are for planning purposes only, and further site investigation, design, permitting, and cost estimation are required for project completion. All information included here is based on the best available data at the time of this report. It is worth noting that construction costs have varied significantly in the three to four years leading up to this report, based on persistent variability in material and labor costs and inflation since the Covid-19 pandemic in 2020. Refer to Appendix A for project cost estimate calculations.

Additional considerations in cost estimates include the relative remoteness of Mono County communities, California Public Works projects bidding requirements and associated project management overhead, and possible grant funding requirements, all of which increase construction costs and can limit the pool of contractors and/or developers willing to undertake projects. Constructing larger projects and/or multiple projects at the same time can help to reduce construction and non-construction costs. Projects included here are sorted by community and by priority as discussed previously. Within each priority category and sub-category, the order is not meant to convey greater or lesser priority.

Section 6. Capacity Improvement Projects - Bridgeport

6.1 Proposed Projects

Capacity improvement projects in Bridgeport include two Priority 1, Low Cost/No New Cost projects; two Priority 1, Minor Cost/Construction projects, nine Priority 1, Capital Improvement Projects; and two Priority 2 projects. Capital Improvement Projects include water and sewer system improvements to accommodate the full build-out scenario.

6.2 Priority 1 Projects

Priority 1 projects are further divided into three categories: low or no cost and no new construction, minor cost and/or construction, and larger capital improvement projects.

6.3 Low Cost/No New Construction

Project B1 – Water Conservation Public Outreach

Project Description

This project consists of developing and presenting educational materials to customers and community members about water saving practices, which can contribute to reduced water consumption per connection through customer behavior changes as described in Section 4. Bridgeport PUD, Mono County, or other organizations can develop community-specific water conservation materials, use materials already developed by others, or a combination of the two. Opportunities for water conservation public outreach and education include, but are not limited to flyers within utility bills, billboards in the community, posters in public spaces like community centers, parks, and public offices, informational booths at community events and festivals, educational materials at schools, online outlets and social media advertising. Additionally, community groups such as Girl Scouts, Boy Scouts, church youth groups, and community service organizations may be willing to partner to further these efforts. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation public outreach. Each community has unique challenges, opportunities, and priorities. The average water use in Bridgeport is much higher than the average household discharge and may represent a good potential for water savings with conservation efforts. Importantly, water conservation results are akin to the adage “a penny saved is a penny earned”; for every gallon of water saved, that functions the same as an additional gallon produced, but at no additional direct cost.

Cost Estimate

The costs associated with water conservation public outreach can be tailored to the potential budget available. There is not a set financial entry point, though there may be a level of spending below which no measurable effect is produced. Impact may be amplified by partnering with other community organizations. Costs associated with this effort may include but is not limited to: staff time (or consultant fees) for developing outreach materials, staff time (or consultant fees) for outreach, costs for hard-copy outreach materials, costs for advertising on billboards, social media, and other media, and travel costs.

Project B2 – Water Conservation Rebate Programs

Project Description

This project consists of developing and implementing a rebate program to encourage customers to replace older inefficient plumbing fixtures with new WaterSense-certified fixtures. Rebates can be structured so that payment for replacement of fixtures is tiered to prioritize the most water savings. Often, utilities offer these rebates contingent upon providing proof of purchase of the new fixtures and will then provide the rebate in the form of a credit on the utility bill. Typically, utilities have a limit on the maximum rebate amount per customer, and do not cover the entire cost of new fixtures. Areas with older construction, such as Bridgeport Townsite may have more potential for water savings from this program. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation rebate programs. Each community has unique challenges, opportunities, and priorities. For example, the water savings achieved by replacing an old toilet with a newer, more water-efficient model can vary depending on factors such as the age and efficiency of the old toilet, the water usage habits of the household, and the specific characteristics of the new toilet. However, on average, replacing an old toilet with a newer WaterSense-certified toilet can result in significant water savings. For example, many older toilets installed prior to the mid-1990s use significantly more water per flush than modern toilets. Some older models can use as much as 3.5 to 7 gallons of water per flush. WaterSense-certified toilets, which meet the EPA's criteria for water efficiency, typically use 1.28 gallons per flush or less. Some high-efficiency toilets can use even less water, sometimes as low as 0.8 gallons per flush. As an example, a household that replaces two older toilets with new WaterSense-certified toilets may save over 8,000 gallons of water per year.

Cost Estimate

The costs associated with rebate programs include administration of the program, as well as the rebate amounts. Individual rebates are determined by the utility, as well as whether there is a limit on the number of rebates given annually. Ideally, the rebate amount for new fixtures should be just enough to encourage customers to take advantage of the program and replace fixtures. An example of potential rebates and associated water savings is shown below for illustrative purposes. This assumes a rebate of $50 for new toilets and a water savings of 2.22 gallons per flush. Replacement of fixtures is a change that results in water savings into the future without additional cost.

Table 3: Example Estimated Cost per Housing Unit

Total Estimated Cost (200 rebates)	$10,000
Increase in Housing Units	1
Cost per Additional Housing Unit	**$10,000**

6.4 Minor Costs/Construction

Project B3 – Water Meter Installation, Tiered Rate Structure

Project Description

This project consists of installation of water meters on all water connections throughout Bridgeport PUD. Installing water meters can lead to significant water savings by providing households with more accurate information about their water usage. However, the actual water savings achieved through the

installation of water meters can vary widely depending on factors such as the initial water usage habits of the household, the effectiveness of water conservation measures implemented in response to metering, and the efficiency of the water metering system itself. Water savings is usually greater when tiered rate structures are adopted. Tiered rate structures typically include a base rate for water use up to a specified amount per customer per month, then a higher rate over that base amount. Communities can structure this with numerous tiers with increased rates for higher uses. This cost to customers can lead to voluntary water conservation behavior to save money.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of installing water meters. Bridgeport PUD does not currently use water meters for individual connections. Capacity improvement cannot be specifically quantified for meter installation, but communities with metered water connections use less water per connection than those systems without meters.

Cost Estimate

The costs associated with installation of water meters and development of a tiered rate structure include construction costs for meter installation and administrative costs for development of a tiered rate structure. For an approximate cost of $3,500 per water meter installed, potential costs are presented in Table 4, below. It is worth noting that unit costs will vary depending on how many meters are replaced at the same time.

Table 4: Example Estimated Cost for Water Meter Installation

Cost per meter installed	$3,500
Water Connections	258
Cost per Additional Housing Unit	**$903,000**

Project B4 – Landscaping Irrigation Management

Project Description

This project includes development and enforcement of outdoor watering restrictions, typically during the summer months. Bridgeport PUD may develop sprinkler watering restrictions, such as allowing irrigation every other day during the summer and not during the warmest parts of the day when landscape watering is most likely to be lost to evaporation. Encouraging or mandating the use of drought-tolerant plants and efficient irrigation systems (e.g. drip irrigation, adjusting sprinkler placement) can reduce outdoor water use further. This can be incorporated into building permit requirements. Public outreach and education can help to further this effort by educating landscape and yard maintenance professionals and homeowners about best practices for outdoor water use.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of restricting watering during the summer months, and other landscape irrigation measures. Factors that can affect the water savings in a community include the climate, weather, amount of grass turf in residential and commercial areas, and enforcement of regulations. Though not proposed here, more aggressive water conservation efforts include rebates to customers for removal of grass turf.

Cost Estimate

The costs associated with landscaping irrigation management include development of watering restriction guidelines and staff time for enforcement. Costs associated with requiring drought-tolerant

plants and efficient irrigation systems include development of standards and minor staff time during plan review for building permits.

6.5 Capital Improvement Projects

Project B5 – Kirkwood Street Loop Water Replacement

Project Description

This project consists of replacement of up to 2,600 Linear Feet (LF) of 4- and 6-inch diameter water pipe with 6- and 8-inch water pipe. This would improve available fire flow in portions of Bridgeport Townsite, which would allow for additional development, including multi-family development. Network hydraulic modeling can be completed to determine the most appropriate pipe sizes and resulting available pressure and flow characteristics for various scenarios. This modeling, which is not part of the scope of this report, can help to determine where replacement of piping will have the most improvement for available fire flow. Figure 1 below shows parcels available for multi-family development that are located along 4-inch and 6-inch water mains, where improved fire flow is needed.

Capacity Improvement

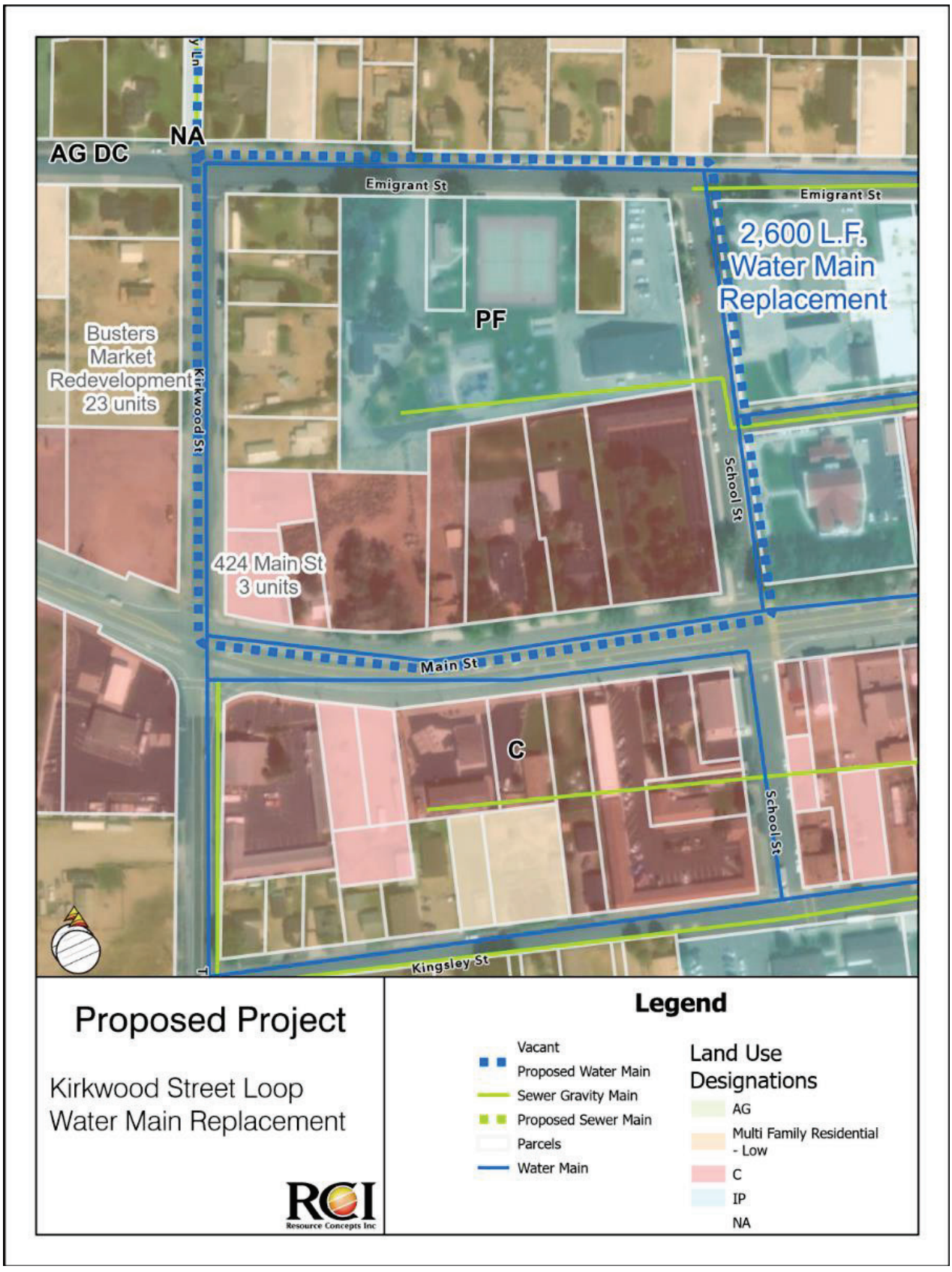
The figure shows the properties in the Bridgeport Townsite area that would be available for development with these improvements. A maximum of 26 multi-family residential units could be constructed on these lots based on current zoning and density regulations. Additionally, ADUs could be constructed on parcels that currently include a single-family residence. The Bridgeport PUD water system could accommodate this additional development, considered on its own. This project exceeds the available capacity of 20 households (as currently determined) of the Bridgeport PUD sewer system.

Cost Estimate

Table 5: Estimated Cost per Housing Unit

Total Estimated Cost	$650,000 to 800,000
Increase in Housing Units	26
Cost per Additional Housing Unit	**$25,000 to 30,800**

Figure 1: Kirkwood Street Loop Water Replacement Project



Project B6 – Stock Drive Water Extension

Project Description

This project consists of installation of approximately 1,600 LF of new 6- or 8-inch diameter water main to serve properties fronting Stock Drive within the Bridgeport Townsite area. No water infrastructure is currently located along this road. Sizing of the water main would be determined during the design phase for this project and would be affected by upsizing the water mains as described in the Kirkwood Street Loop Water Replacement Project. Upsizing water mains as part of the Kirkwood Street Loop Water Replacement Project would be necessary to complete this project, as the new water mains proposed in this project connect into the replacement water mains described in the prior project. Network hydraulic modeling, which is not part of the scope of this report, can be completed to determine the most appropriate pipe sizes and resulting available pressure and flow characteristics for various scenarios. Figure 2 below depicts the water main extension along Stock Drive, and the multi-family properties that will become available for development with this extension.

Capacity Improvement

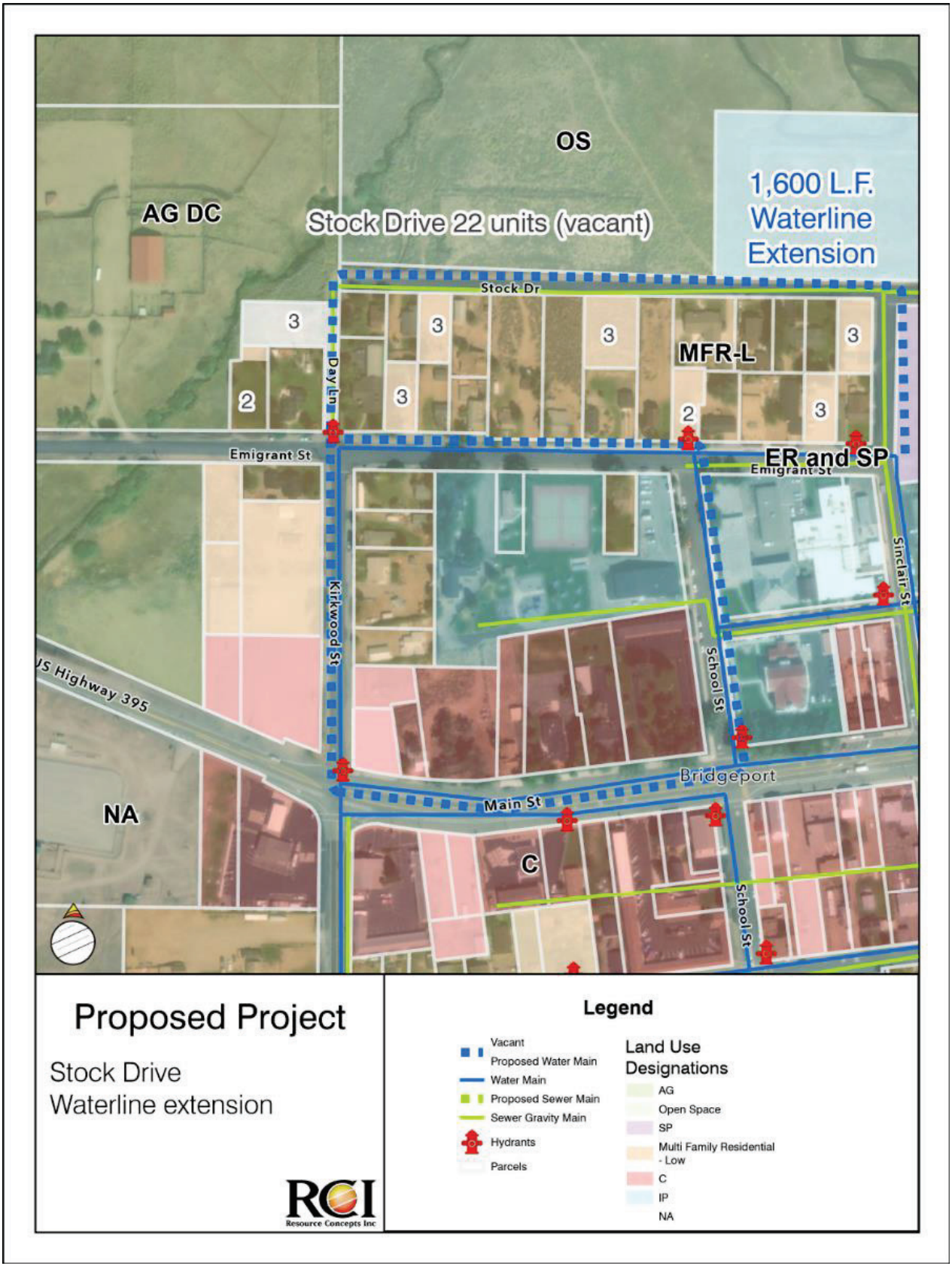
The figure shows the properties along Stock Drive that would be available for development with these improvements. A maximum of 22 multi-family residential units could be constructed on these lots based on current zoning and density regulations. The Bridgeport PUD water system could accommodate this additional development, considered on its own. This project exceeds the available capacity of 20 households (as currently determined) of the Bridgeport PUD sewer system.

Cost Estimate

Table 6: Estimated Cost per Housing Unit

Total Estimated Cost	$410,000 to $530,000
Increase in Housing Units	22
Cost per Additional Housing Unit	**$18,600 to 24,000**

Figure 2: Stock Drive Water Extension Project



Project B7 – Aurora Canyon Replacement Project

Project Description

This project consists of replacement of up to 2,040 LF of 4-inch diameter water pipe with 6- or 8-inch diameter pipe. This would improve available fire flow in the area of Aurora Canyon Road west of Buckeye Drive, which would allow for additional development, including multi-family development. Network hydraulic modeling, which is not part of the scope of this report, can be completed to determine the most appropriate pipe sizes and resulting available pressure and flow characteristics for various scenarios. This modeling can help to determine where replacement of piping will have the greatest effect to improve fire flow. Figure 3 below shows parcels available for multi-family development that are located along 4-inch water mains, where improved fire flow is needed.

Capacity Improvement

Figure 3 shows the properties in the Aurora Canyon Road area that would be available for development with these improvements. A maximum of 23 residential units could be constructed on these lots based on current zoning and density regulations. The Bridgeport PUD water system could accommodate this additional development, considered on its own. This project exceeds the available capacity of 20 households (as currently determined) of the Bridgeport PUD sewer system.

Cost Estimate

Table 7: Estimated Cost per Housing Unit

Total Estimated Cost	$500,000 to $650,000
Increase in Housing Units	23
Cost per Additional Housing Unit	**$21,700 to $28,300**

Project B8 – Alpine Vista Sewer Extension

Project Description

This project consists of extension of approximately 600 LF of sewer main south along Sierra View Drive to serve Alpine Vista Estates, which is currently served by water but not served by sewer, and parcels are too small for septic tanks. This sewer main will gravity flow north to the existing Art Webb lift station at SR 182 north of Sierra Street. This would allow for additional single-family development on 12 currently undeveloped lots. Figure 3 below shows the approximate connection location and sewer extension.

Capacity Improvement

Figure 3 shows the properties in the Alpine Vista Estates area that would be available for development with these improvements. A maximum of 12 single-family residential units could be constructed on these lots based on current zoning and density regulations, as well as up to 12 ADUs and 12 JADUs. The Bridgeport PUD water and sewer systems could accommodate this additional development excluding ADUs, considered on its own. The increase in potential housing including ADUs is within the current water system capacity but exceeds the available capacity of 20 households (as currently determined) for the Bridgeport PUD sewer system.

Cost Estimate

Table 8: Estimated Cost per Housing Unit, Excluding ADUs

Total Estimated Cost	$420,000 to $535,000
Increase in Housing Units	12
Cost per Additional Housing Unit	**$35,000 to $44,600**

Table 9: Estimated Cost per Housing Unit, Including ADUs

Total Estimated Cost	$420,000 to $535,000
Increase in Housing Units	36
Cost per Additional Housing Unit	**$12,000 to $15,000**

Figure 3: Aurora Canyon and Alpine Vista Estates Projects

Project B9 – Evans Tract Sewer Extension

Project Description

This project consists of a sewer main extension of approximately 4,600 LF (0.88 mi) south along US Hwy 395 to serve the Evans Tract area, which is currently served by water but not served by sewer. This area should gravity flow north to the existing CalTrans lift station at US Hwy 395 and Jack Sawyer Road. This extension would allow for additional development, including 36 single-family properties and multi-family development on currently undeveloped mixed-use lots. Figure 4 below shows parcels available for development in the Evans Tract area.

Capacity Improvement

Figure 4 shows the properties in the Evans Tract area that would be available for development with these improvements. A maximum of 88 residential units could be constructed on the 7 mixed-use and 36 single-family residential lots based on current zoning and density regulations and excluding ADUs. Including ADUs, another 36 ADUs and 36 JADUs would be possible. This project exceeds the available capacity in the Bridgeport PUD water and sewer system of 53 and 20 housing units, respectively (as currently determined) excluding and including ADUs.

Cost Estimate

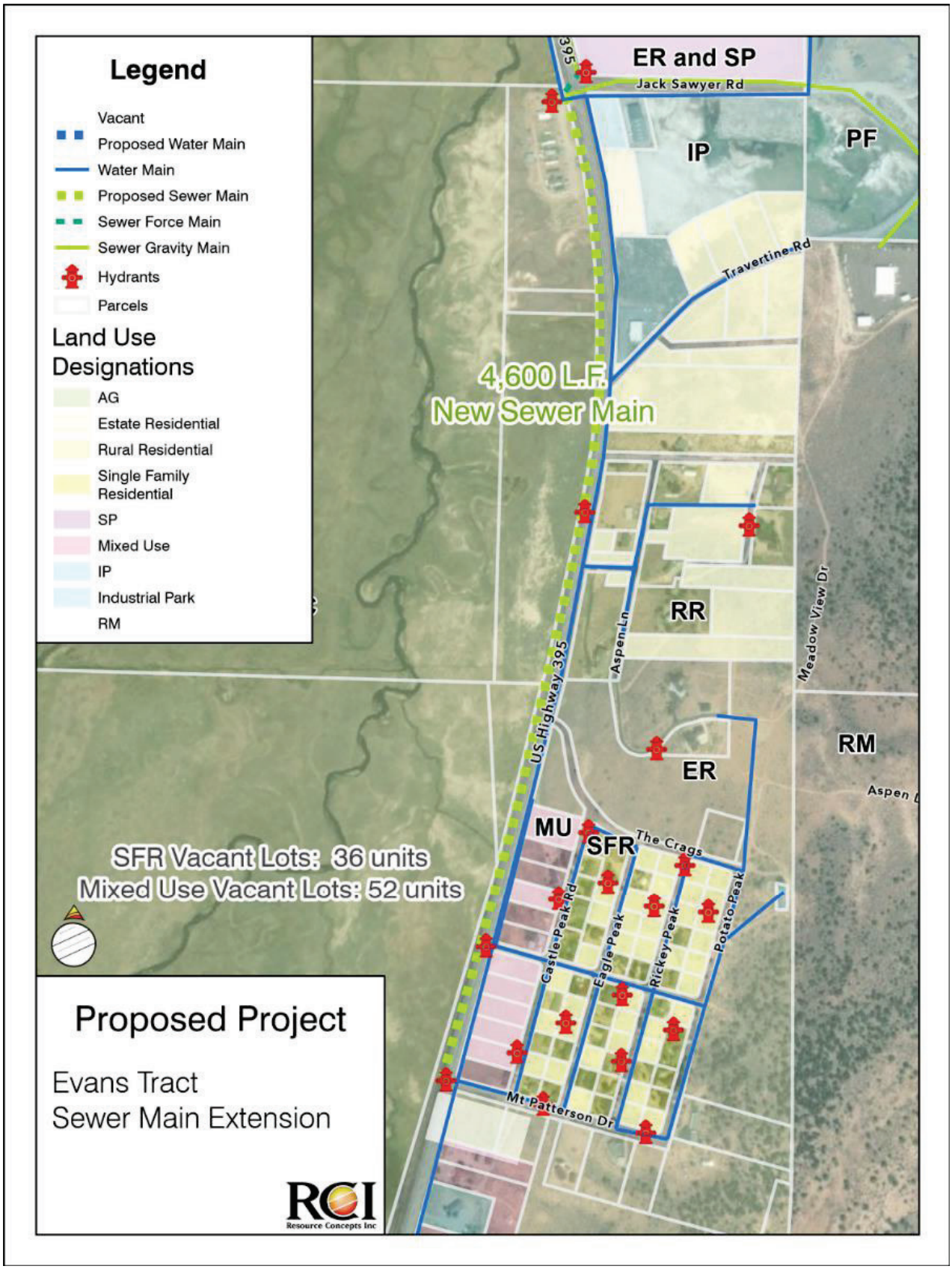
Table 10: Estimated Cost per Housing Unit, Excluding ADUs

Total Estimated Cost	$1.15 to $1.47 M
Increase in Housing Units	88
Cost per Additional Housing Unit	**$13,100 to $16,700**

Table 11: Estimated Cost per Housing Unit, Including ADUs

Total Estimated Cost	$1.15 to $1.47 M
Increase in Housing Units	160
Cost per Additional Housing Unit	**$7,200 to $9,200**

Figure 4: Evans Tract Sewer Extension Project



Project B10 – Bridgeport Water Treatment Plant

Project Description

This project consists of expansion of the existing water treatment plant in Bridgeport. The treatment plant currently reduces the concentration of naturally occurring arsenic in the groundwater produced by both currently active wells. The maximum flow of 650 gpm through the water treatment system is currently the limiting factor for the supply of water in the Bridgeport PUD water system. Based on information provided by Tom Mullinax, the certified operator of the Bridgeport PUD system, current peak flows in the summer are near the maximum flow rate in the treatment system. To increase the maximum flow, the treatment system capacity must be increased. Design and construction of the existing treatment system were costly, and expansion of the treatment system would not be a low-cost project.

Capacity Improvement

This project would increase the water system capacity throughout the entire Bridgeport PUD system where water infrastructure exists. The extent of increase in capacity is directly dependent upon the expansion completed for the water treatment system. For example, the existing system includes two coagulation filtration units, which accommodate a maximum flow of 650 gpm. If one additional treatment unit of the same size is added, the maximum flow may be increased to 975 gpm. This expansion would allow for an additional 468,000 gpd supply, which equates to an added capacity of approximately 111 households at the current maximum daily demand.

Cost Estimate

Based on the article abstract for "The Costs of Small Drinking Water Systems Removing Arsenic from Groundwater" originally published in Journal of Water Supply: Research and Technology – Aqua, the capital cost of various arsenic treatment systems ranged from $477 to $6,171 per gpm of design flow. Based on this information, a conservative range of approximately $4,000 to $6,200 per gpm is used for the estimated potential treatment system project cost, as shown in Table 12, below.

Table 12: Estimated Cost per Housing Unit

Cost per Design gpm	$4,000 to $6,200
Additional Design Capacity	325 gpm
Total Estimated Cost	$1.3 to 2.0 M
Increase in Housing Units	111
Cost per Additional Housing Unit	**$11,712 to $18,018**

Project B11 – Bridgeport Water Full Build-Out Improvements

Project Description

This project consists of expansion of the existing water system to accommodate future full build-out, including source development, water treatment expansion, additional water storage tanks, additional fire hydrants, and pipe replacement. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density, as included in the Special District Needs Assessment for Bridgeport. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each single-family parcel, and the addition of one ADU and one JADU on properties currently developed as single family. This build-out results in 909 total housing units, or 635 additional housing units. With this

theoretical future build-out, we are using the current demand rates of 1,474 gpd per household for average day demand and 4,205 gpd per household for maximum day demand. Coupled with the number of potential households at full build-out of 909 housing units, the maximum day demand for water at full build-out would be 3,822,345 gpd.

In order to meet that demand, it is assumed that 3 new wells would need to be developed, based on an average production of 650 gpm per well. Water treatment flow would have to expand to meet the maximum day flow of 2,004 gpm, and three storage tanks adding approximately 1,575,000 gallons of storage to the system would be needed. Additional fire hydrants would be needed for new development, and replacement of some water mains would be necessary for the increased flows. We assume 20 fire hydrants and approximately 4.0 miles of water mains would be replaced or added.

Capacity Improvement

This project would increase the water system capacity throughout the entire Bridgeport PUD system to accommodate the maximum build out of 909 housing units (635 additional housing units) based on the information included in the Project Description above.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 13, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete.

Table 13: Estimated Households at Full Build-out

Additional Design Capacity	2,004 gpm
	2,886,345 gpd
Total Estimated Cost	$39,769,595
Increase in Housing Units	635
Cost per Additional Housing Unit	**$62,629**

Project B12 – Bridgeport Wastewater Treatment Expansion

Project Description

The capacity at the existing Bridgeport wastewater treatment plant is currently a limiting factor in sewer capacity for projects in Bridgeport. This project would expand the existing wastewater treatment facility at the existing site. It is recommended that measurement of the wastewater flows as described in the Special District Needs Assessment is completed prior to considering this project, as flows may be less than estimated in the Special District Needs Assessment, which would result in a greater estimated available capacity.

Capacity Improvement

This project would increase sewer system capacity throughout the entirety of Bridgeport where sewer infrastructure exists. The extent of increase in capacity is directly dependent upon the expansion completed for the wastewater treatment system. If we assume a 50% capacity expansion of 100,000 gpd at the same maximum day discharge rate of 1,728 gpd per connection, this expansion would allow capacity for approximately 58 additional housing units.

Cost Estimate

Based on wastewater treatment plant cost estimate included in the June Lake Public Utility District Wastewater Treatment Plant Evaluation Study (2020) identified in Section 7, the cost for new plant construction is $10 to $30 per design gallon per day. An example cost analysis is shown in Table 14, below. As shown in Table 14, the estimated cost range is large, with a very high cost per additional housing unit on the upper end of the estimate range.

Table 14: Estimated Cost per Housing Unit

Cost per Design gpd	$10 to $30
Additional Design Capacity	100,000 gpd
Total Estimated Cost	$1.0 to 3.0 M
Increase in Housing Units	58
Cost per Additional Housing Unit	**$17,241 to $51,724**

Project B13 – Bridgeport Sewer Full Build-Out Improvements

Project Description

This project consists of expansion of the existing sewer system to accommodate future full build-out, including wastewater treatment expansion, sewer manholes, main extension and replacement, and assumed addition of 2 lift stations. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density, which is a total of 909 units, or an additional 813 housing units connected to the sewer system. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. Additionally, we assume that all properties would be connected to sewer with future full build-out density. With this theoretical future build-out, we are using the current discharge rates of 576 gpd per household for average day discharge and 1,728 gpd per household for maximum day demand. Coupled with the number of potential households at full build-out of 909 housing units, the maximum day discharge for sewer at full build-out would be 1,570,752 gpd, which is an increase of 1,370,752 gpd above the current capacity.

Capacity Improvement

This project would increase the sewer system capacity throughout the entire Bridgeport PUD system to accommodate the maximum build out of 909 housing units based on the information included in the Project Description above, which is an increase of 813 housing units connected to sewer.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 15, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete. Full cost estimates are included in Appendix A.

Table 15: Estimated Cost per Housing Unit

Additional Design Capacity	1,370,752 gpd
Total Estimated Cost	$58,608,816
Increase in Housing Units	813
Cost per Additional Housing Unit	**$72,090**

6.6 Priority 2 Projects

1) **186 Milk Ranch Road – Bridgeport**

This 74.3-acre property is east of the Bridgeport Townsite area and has water and sewer infrastructure along the west boundary of the property. It may be possible to develop this property in a limited way, but full property development could be complicated by alkali flats and wetlands on the site. Based on the size of the property, even single-family development of the entire area would far exceed the available water and sewer capacity of Bridgeport PUD.

2) **BLM Land Exchange – Bridgeport**

The property identified as this key site is over 163 acres located north of Bridgeport, along the east side of Bridgeport Reservoir. This lot is owned by the Bureau of Land Management (BLM) and would have to go through the land disposal process to be considered for development.

Section 7. Capacity Improvement Projects – Crowley Lake

7.1 Proposed Projects

Capacity improvement projects in Crowley Lake include two Priority 1, Low Cost/No New Cost projects; two Priority 1, Minor Cost/Construction projects, four Priority 1, Capital Improvement Projects; and five Priority 2 projects. Capital Improvement Projects include water and sewer system improvements to accommodate the full build-out scenario.

7.2 Priority 1 Projects

Priority 1 projects are further divided into three categories: low or no cost and no new construction, minor cost and/or construction, and larger capital improvement projects.

7.3 Low Cost/ No New Construction

Project C1 – Water Conservation Public Outreach

Project Description

This project consists of developing and presenting educational materials to customers and community members about water saving practices, which can contribute to reduced water consumption per connection through customer behavior changes as described in Section 4. Crowley Lake MWC, Mountain Meadows MWC, Mono County, or other organizations can develop community-specific water conservation materials, use materials already developed by others, or a combination of the two. Opportunities for water conservation public outreach and education include, but are not limited to flyers within utility bills, billboards in the community, posters in public spaces like community centers, parks, and public offices, informational booths at community events and festivals, educational materials at schools, online outlets and social media advertising. Additionally, community groups such as Girl Scouts, Boy Scouts, church youth groups, and community service organizations may be willing to partner to further these efforts. Mountain Meadows MWC has a water conservation program in place. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation public outreach. Each community has unique challenges, opportunities, and priorities. The average water use in Crowley Lake is higher than the average household use and may represent a good potential for water savings with conservation efforts. Importantly, water conservation results are akin to the adage “a penny saved is a penny earned”; for every gallon of water saved, that functions the same as an additional gallon produced, but at no additional direct cost.

Cost Estimate

The costs associated with water conservation public outreach can be tailored to the potential budget available. There is not a set financial entry point, though there may be a level of spending below which no measurable effect is produced. Impact may be amplified by partnering with other community organizations. Costs associated with this effort may include but are not limited to staff time (or consultant fees) for developing outreach materials, staff time (or consultant fees) for outreach, costs for

hard-copy outreach materials; costs for advertising on billboards, social media, and other media, and travel costs.

Project C2 – Water Conservation Rebate Programs

Project Description

This project consists of developing and implementing a rebate program to encourage customers to replace older inefficient plumbing fixtures with new WaterSense-certified fixtures. Rebates can be structured so that payment for replacement of fixtures is tiered to prioritize the most water savings. Often, utilities offer these rebates contingent upon providing proof of purchase of the new fixtures and will then provide the rebate in the form of a credit on the utility bill. Typically, utilities have a limit on the maximum rebate amount per customer, and do not cover the entire cost of new fixtures. Areas with older construction may have more potential for water savings from this program. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation rebate programs. Each community has unique challenges, opportunities, and priorities. For example, the water savings achieved by replacing an old toilet with a newer, more water-efficient model can vary depending on factors such as the age and efficiency of the old toilet, the water usage habits of the household, and the specific characteristics of the new toilet. However, on average, replacing an old toilet with a newer WaterSense-certified toilet can result in significant water savings. For example, many older toilets installed prior to the mid-1990s use significantly more water per flush than modern toilets. Some older models can use as much as 3.5 to 7 gallons of water per flush. WaterSense-certified toilets, which meet the Environmental Protection Agency's criteria for water efficiency, typically use 1.28 gallons per flush or less. Some high-efficiency toilets can use even less water, sometimes as low as 0.8 gallons per flush. As an example, a household that replaces two older toilets with new WaterSense-certified toilets may save over 8,000 gallons of water per year.

Cost Estimate

The costs associated with rebate programs include administration of the program as well as the rebate amounts. Individual rebates are determined by the utility, as well as whether there is a limit on the number of rebates given annually. Ideally, the rebate amount for new fixtures should be just enough to encourage customers to take advantage of the program and replace fixtures. An example of potential rebates and associated water savings is shown below for illustrative purposes. This assumes a rebate of $50 for new toilets and a water savings of 2.22 gallons per flush. Replacement of fixtures is a change that results in water savings into the future without additional cost.

Table 16: Example Estimated Cost per Housing Unit

Total Estimated Cost (200 rebates)	$10,000
Increase in Housing Units	2.4
Cost per Additional Housing Unit	**$4,167**

7.4 Minor Costs/Construction

Project C3 – Water Meter Installation, Tiered Rate Structure

Project Description

The Mountain Meadows MWC already meters all water connections and has a tiered rate structure. The Crowley Lake MWC does not currently meter connections. This project consists of installation of water meters on all water connections throughout Crowley Lake MWC. Installing water meters can lead to significant water savings by providing households with more accurate information about their water usage. However, the actual water savings achieved through the installation of water meters can vary widely depending on factors such as the initial water usage habits of the household, the effectiveness of water conservation measures implemented in response to metering, and the efficiency of the water metering system itself. Water savings is usually greater when tiered rate structures are adopted. Tiered rate structures typically include a base rate for water use up to a specified amount per customer per month, then a higher rate over that base amount. Communities can structure this with numerous tiers with increased rates for higher uses. This cost to customers can lead to voluntary water conservation behavior to save money.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of installing water meters. Crowley Lake MWC does not currently use water meters for individual connections. Capacity improvement cannot be specifically quantified for meter installation, but communities with metered water connections use less water per connection than those systems without meters.

Cost Estimate

The costs associated with installation of water meters and development of a tiered rate structure include construction costs for meter installation and administrative costs for development of a tiered rate structure. For an approximate cost of $3,500 per water meter installed, potential costs are presented in Table 17, below. It is worth noting that unit costs will vary depending on how many meters are replaced at the same time.

Table 17: Example Estimated Cost for Water Meter Installation

Cost per meter installed	$3,500
Water Connections	57
Cost per Additional Housing Unit	**$199,500**

Project C4 – Landscaping Irrigation Management

Project Description

This project includes development and enforcement of outdoor watering restrictions, typically during the summer months. All water utilities may develop sprinkler watering restrictions, such as allowing irrigation every other day during the summer and not during the warmest parts of the day when landscape watering is most likely to be lost to evaporation. Encouraging or mandating the use of drought-tolerant plants and efficient irrigation systems (e.g. drip irrigation, adjusting sprinkler placement) can reduce outdoor water use further. This can be incorporated into building permit

requirements. Public outreach and education can help to further this effort by educating landscape and yard maintenance professionals and homeowners about best practices for outdoor water use.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of restricting watering during the summer months, and other landscape irrigation measures. Factors that can affect the water savings in a community include the climate, weather, amount of grass turf in residential and commercial areas, and enforcement of regulations. Though not proposed here, more aggressive water conservation efforts include rebates to customers for removal of grass turf.

Cost Estimate

The costs associated with landscaping irrigation management include development of watering restriction guidelines and staff time for enforcement. Costs associated with requiring drought-tolerant plants and efficient irrigation systems include development of standards and minor staff time during plan review for building permits. Administrative costs can be reduced by combining efforts of all water utilities.

7.5 Capital Improvement Projects

Project C5 – School District Parcel

Project Description

This project consists of the extension of water and sewer mains into the School District parcel in Crowley Lake, which is currently near existing utilities, but does not have infrastructure within the property. It may be possible to develop portions of the property with associated utility extensions without development of the entire property. In this way, development can be accomplished within defined budgets or housing capacity goals. Additionally, it may be possible to develop housing along the north boundary of the property with minimal water and sewer main extensions, as shown in Figure 5 below and consistent with the proposed Mammoth Unified School District Staff Housing project.

The extent of utility infrastructure needed varies significantly based on proposed development. For development of just the proposed staff housing, approximately 300 LF of both water and sewer mains would be required, while single-family development of the entire site would require approximately 3,500 LF of water mains and a similar quantity of sewer mains.

Capacity Improvement

For the proposed Mammoth Unified School District Staff Housing Project, ten residential units are proposed adjacent to the baseball field. For single-family development of the entire property at a density of 4 units per acre, this property could accommodate 103 residential units. This number of residential units is within the available capacity of both the Mountain Meadows MWC water system and the Hilton Creek CSD sewer system considered on its own. If all single-family residences also include ADUs and JADUs, the number of potential dwelling units would triple, and the project would be greater than the current capacity within both the water and sewer systems.

Cost Estimate

Table 18: Estimated Cost per Housing Unit, School District Staff Housing Project

Total Estimated Cost	$200,000 to $255,000
Increase in Housing Units	10
Cost per Additional Housing Unit	**$20,000 to $25,500**

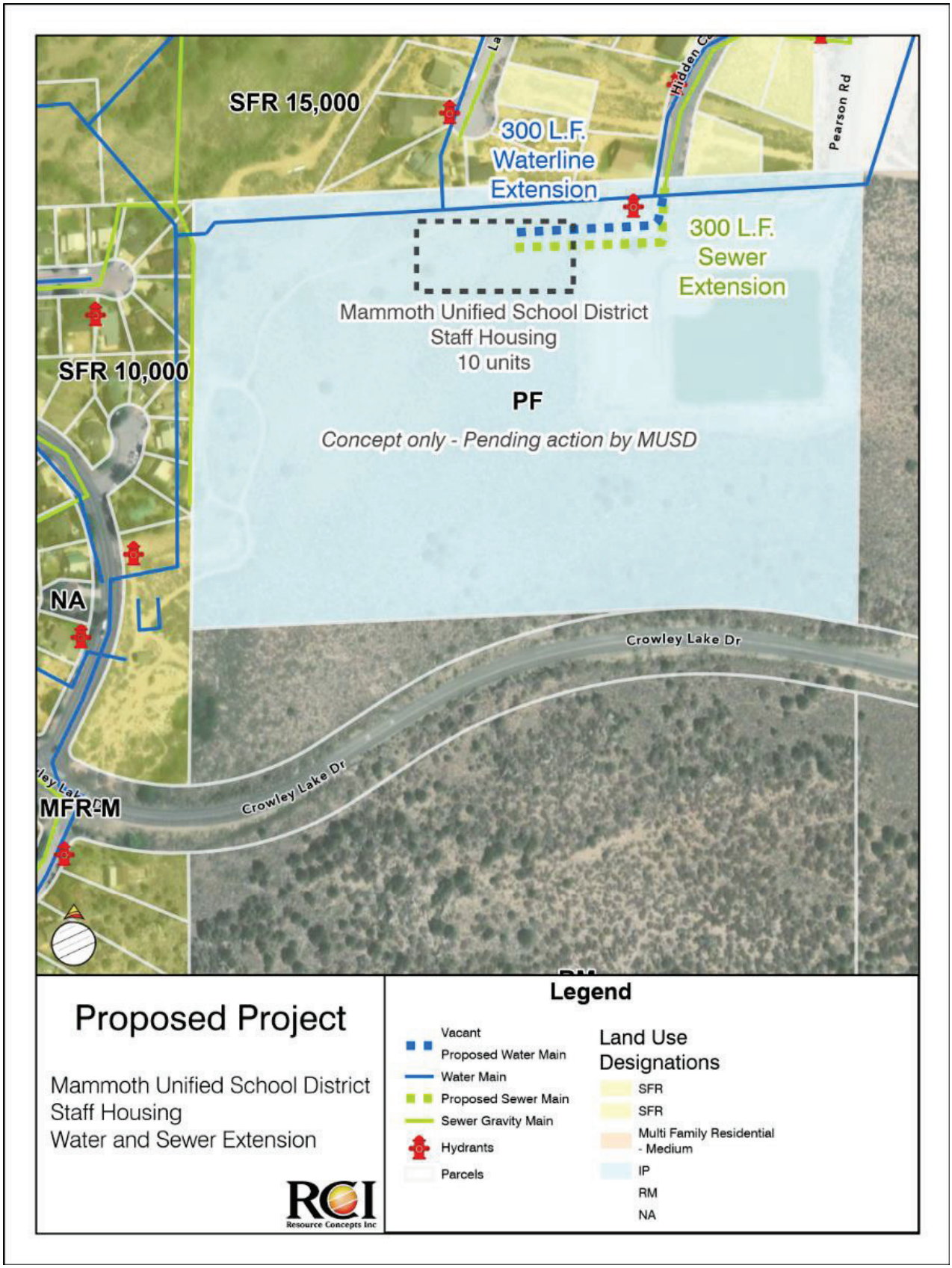
Table 19: Estimated Cost per Housing Unit, Single-Family Development, Excluding ADUs

Total Estimated Cost	$1.60 to $2.10 M
Increase in Housing Units	103
Cost per Additional Housing Unit	**$15,800 to $20,200**

Table 20: Estimated Cost per Housing Unit, Single-Family Development, Including ADUs

Total Estimated Cost	$1.60 to $2.10 M
Increase in Housing Units	309
Cost per Additional Housing Unit	**$5,300 to $6,700**

Figure 5: School District Parcel Water and Sewer Extension Project for School District Staff Housing



Project C6 – Crowley Lake Drive Water Extension

Project Description

This project consists of the extension of a water main north along Crowley Lake Drive to serve vacant mixed-use parcels that could be developed for multi-family housing. The properties along this part of Crowley Lake Drive are not currently within a water service district and would have to be annexed to provide service. Sewer infrastructure already exists within Crowley Lake Drive, and the properties are within the Hilton Creek CSD boundaries. To serve all the identified properties, an extension of approximately 1,900 LF of water main would be required. Figure 6 below shows the vacant mixed-use parcels along the identified water main extension.

Capacity Improvement

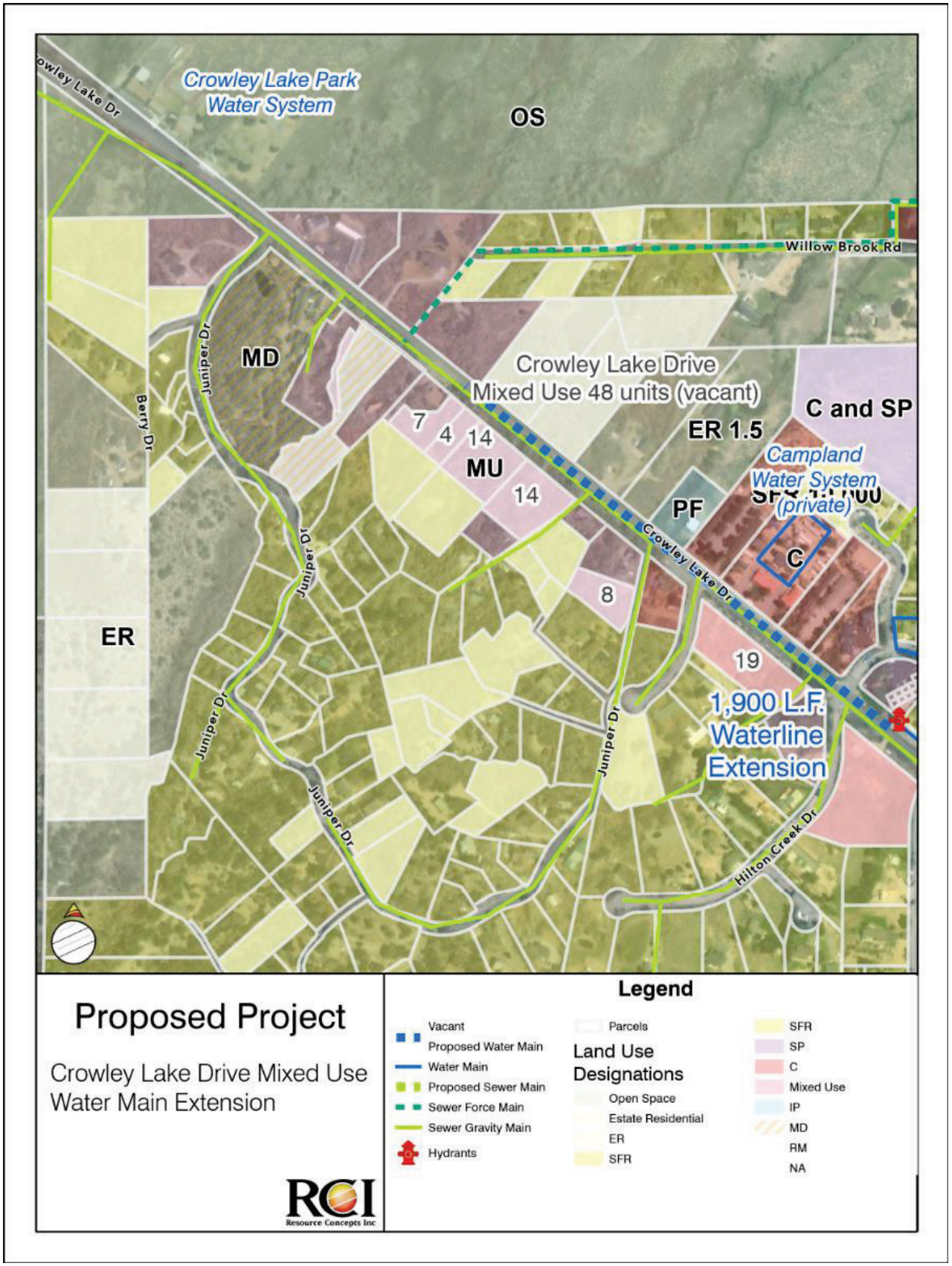
If each of the vacant mixed-use properties were developed as multi-family residential, 48 residential units could be constructed. This number of residential units is within the available capacity of both the Mountain Meadows MWC water system and the Hilton Creek CSD sewer system, considered on its own.

Cost Estimate

Table 21: Estimated Cost per Housing Unit

Total Estimated Cost	$530,000 to $680,000
Increase in Housing Units	48
Cost per Additional Housing Unit	**$11,000 to $14,200**

Figure 6: Crowley Lake Drive Water Main Extension Project



Project C7 – Crowley Lake Water Full Build-Out Improvements

Project Description

This project consists of expansion of the existing water system to accommodate future full build-out, including source development, water treatment expansion, additional water storage tanks, additional fire hydrants, and pipe replacement. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density, which is 1,039 housing units, or 753 additional housing units. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. With this theoretical future build-out at current demand, the maximum water demand is 1,920,815 gpd. With an approximate demand increase of twice the existing capacity, we assume a proportional increase in water storage as currently constructed.

In order to meet that demand, it is assumed that 2 new wells would need to be developed, based on an average production of 400 to 500 gpm per well. Water storage tanks adding approximately 670,000 gallons of storage to the system would be needed. Additional fire hydrants would be needed for new development, and replacement of some water mains would be necessary for the increased flows. We assume 30 fire hydrants and approximately four miles of water mains would be replaced or added.

Capacity Improvement

This project would increase the water system capacity throughout the entire Crowley Lake community to accommodate the maximum build out of 1,019 housing units based on the information included in the Project Description above. This represents an increase of 753 housing units for water service.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 22, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete.

Table 22: Estimated Cost Per Housing Unit

Additional Design Capacity	1,272,815 gpd
Total Estimated Cost	$15,411,725
Increase in Housing Units	753
Cost per Additional Housing Unit	**$20,467**

Project C8 – Crowley Lake Sewer Full Build-Out Improvements

Project Description

This project consists of expansion of the existing sewer system to accommodate future full build-out, including wastewater treatment expansion, sewer manholes, main extension and replacement, and assumed addition of 2 lift stations. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density, which results in 1,019 total housing units. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. Additionally, we assume that all properties would be connected to sewer with future full build-out density. With this theoretical future

build-out and the current maximum sewer discharge rate of 363 gpd per household, this results in a discharge rate of 369,897 gpd, which is an additional 193,897 gpd above the current capacity. With maximum day discharge increasing by a factor of approximately 1.0, we assume an approximate proportional increase in the sewer treatment volume capacity needed and an increase in pumping stations and approximately half of the sewer mains and manholes, based on denser development.

Capacity Improvement

This project would increase the sewer system capacity throughout the entire Bridgeport PUD system to accommodate the maximum build out of 1,019 housing units based on the information included in the Project Description, above. This represents an increase in

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 23, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete.

Table 23: Estimated Cost per Housing Unit

Additional Design Capacity	193,897 gpd
Total Estimated Cost	$14,075,897
Increase in Housing Units	646
Cost per Additional Housing Unit	**$21,789**

7.6 Priority 2 Projects

1) **Crowley Lake RM – Crowley Lake**

This 59.4-acre project property would require extension of water and sewer mains into the Crowley Lake RM parcel in Crowley Lake, which is currently adjacent to existing utilities, but does not have infrastructure within the property. This property was previously included in the Lakeridge Bluffs future development of 114 parcels. For single-family development as previously proposed, approximately 6,700 LF of water and sewer mains would be required to serve the entire development and would likely not result in affordable housing. This number of residential units is within the available capacity of both the Mountain Meadows MWC water system and the Hilton Creek CSD sewer system.

2) **379 Landing Road – Crowley Lake**

This project would require extension of water and sewer mains into the 9.0-acre property located at 379 South Landing Road in Crowley Lake, which is currently adjacent to existing utilities, but does not have distribution infrastructure within the property. The water and sewer infrastructure required for development varies based on eventual design, but a basic estimate of approximately 1,900 LF of water and sewer mains is reasonable for multi-family development. Based on the Housing Element, this property could accommodate approximately 53 housing units. This number of residential units is within the available capacity of both the Mountain Meadows MWC water system and the Hilton Creek CSD sewer system.

3) **Sunny Slopes Water – Crowley Lake**

This project would require extension of water mains into the 12.8-acre property located along the west side of Sunny Slopes, east of Crowley Lake, and within the Long Valley Area. This residential area is developed with single-family homes utilizing septic system for sewer and is served by Birchim CSD for water. Based on the Housing Element estimate, 11 single-family parcels could be developed with approximately 2,700 LF of water main extensions.

4) **Aspen Springs ER – Crowley Lake**

The Aspen Springs ER property is not located within any existing water or sewer service territories. Existing water and sewer infrastructure is approximately 2.3 miles to the west. Development of this area would require either a lengthy extension for existing water and sewer lines, development of new water and sewer systems to serve the property, or parcels large enough to be served by domestic wells and septic systems, which would likely not contribute to low- or moderate-income housing.

5) **Aspen Springs Mixed Use – Crowley Lake**

The Aspen Springs Mixed Use property is almost identical to the Aspen Springs ER site in utility limitations. It is not located within any existing water or sewer service territories. Existing water and sewer infrastructure is approximately 2.3 miles to the west. Development of this area would require either a lengthy extension for existing water and sewer lines, development of new water and sewer systems to serve the property or parcels large enough to be served by domestic wells and septic systems, which would likely not contribute to low- or moderate-income housing.

Section 8. Capacity Improvement Projects – June Lake

8.1 Proposed Projects

Capacity improvement projects in June Lake include two Priority 1, Low Cost/No New Cost projects; one Priority 1, Minor Cost/Construction project, two Priority 1, Capital Improvement Projects; and four Priority 2 projects. Capital Improvement Projects include water and sewer system improvements to accommodate the full build-out scenario.

8.2 Priority 1 Projects

Priority 1 projects are further divided into three categories: low or no cost and no new construction, minor cost and/or construction, and larger capital improvement projects.

8.3 Low Cost/ No New Construction

Project J1 – Water Conservation Public Outreach

Project Description

This project consists of evaluating the existing water conservation programs and developing and presenting educational materials to customers and community members about water saving practices, which can contribute to reduced water consumption per connection through customer behavior changes as described in Section 4. June Lake PUD, Mono County, or other organizations can develop community-specific water conservation materials, use materials already developed by others, or a combination of the two. Opportunities for water conservation public outreach and education include, but are not limited to flyers within utility bills, billboards in the community, posters in public spaces like community centers, parks, and public offices, informational booths at community events and festivals, educational materials at schools, online outlets and social media advertising. Additionally, community groups such as Girl Scouts, Boy Scouts, church youth groups, and community service organizations may be willing to partner to further these efforts. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation public outreach. Each community has unique challenges, opportunities, and priorities. The average water use in the June Lake Village System is slightly higher than the average household use and may represent a good potential for water savings with conservation efforts. Importantly, water conservation results are akin to the adage “a penny saved is a penny earned”; for every gallon of water saved, that functions the same as an additional gallon produced, but at no additional direct cost.

Cost Estimate

The costs associated with water conservation public outreach can be tailored to the potential budget available. There is not a set financial entry point, though there may be a level of spending below which no measurable effect is produced. Impact may be amplified by partnering with other community organizations. Costs associated with this effort may include but is not limited to staff time (or consultant fees) for developing outreach materials, staff time (or consultant fees) for outreach, costs for hard-copy outreach materials; costs for advertising on billboards, social media, and other media, and travel costs.

Project J2 – Water Conservation Rebate Programs

Project Description

This project consists of developing and implementing a rebate program to encourage customers to replace older inefficient plumbing fixtures with new WaterSense-certified fixtures. Rebates can be structured so that payment for replacement of fixtures is tiered to prioritize the most water savings. Often, utilities offer these rebates contingent upon providing proof of purchase of the new fixtures and will then provide the rebate in the form of a credit on the utility bill. Typically, utilities have a limit on the maximum rebate amount per customer, and do not cover the entire cost of new fixtures. Areas with older construction may have more potential for water savings from this program. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation rebate programs. Each community has unique challenges, opportunities, and priorities. For example, the water savings achieved by replacing an old toilet with a newer, more water-efficient model can vary depending on factors such as the age and efficiency of the old toilet, the water usage habits of the household, and the specific characteristics of the new toilet. However, on average, replacing an old toilet with a newer WaterSense-certified toilet can result in significant water savings. For example, many older toilets installed prior to the mid-1990s use significantly more water per flush than modern toilets. Some older models can use as much as 3.5 to 7 gallons of water per flush. WaterSense-certified toilets, which meet the Environmental Protection Agency's criteria for water efficiency, typically use 1.28 gallons per flush or less. Some high-efficiency toilets can use even less water, sometimes as low as 0.8 gallons per flush. As an example, a household that replaces two older toilets with new WaterSense-certified toilets may save over 8,000 gallons of water per year.

Cost Estimate

The costs associated with rebate programs include administration of the program as well as the rebate amounts. Individual rebates are determined by the utility, as well as whether there is a limit on the number of rebates given annually. Ideally, the rebate amount for new fixtures should be just enough to encourage customers to take advantage of the program and replace fixtures. An example of potential rebates and associated water savings is shown below for illustrative purposes. This assumes a rebate of $50 for new toilets and a water savings of 2.22 gallons per flush. Replacement of fixtures is a change that results in water savings into the future without additional cost.

Table 24: Example Estimated Cost per Housing Unit

Total Estimated Cost (200 rebates)	$10,000
Increase in Housing Units	3.9
Cost per Additional Housing Unit	**$2,564**

8.4 Minor Costs/Construction

Project J3 – Landscaping Irrigation Management

Project Description

This project includes development and enforcement of outdoor watering restrictions, typically during the summer months. All water utilities may develop sprinkler watering restrictions, such as allowing irrigation every other day during the summer and not during the warmest parts of the day when landscape watering is most likely to be lost to evaporation. Encouraging or mandating the use of drought-tolerant plants and efficient irrigation systems (e.g. drip irrigation, adjusting sprinkler placement) can reduce outdoor water use further. This can be incorporated into building permit requirements. Public outreach and education can help to further this effort by educating landscape and yard maintenance professionals and homeowners about best practices for outdoor water use.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of restricting watering during the summer months, and other landscape irrigation measures. Factors that can affect the water savings in a community include the climate, weather, amount of grass turf in residential and commercial areas, and enforcement of regulations. Though not proposed here, more aggressive water conservation efforts include rebates to customers for removal of grass turf.

Cost Estimate

The costs associated with landscaping irrigation management include development of watering restriction guidelines and staff time for enforcement. Costs associated with requiring drought-tolerant plants and efficient irrigation systems include development of standards and minor staff time during plan review for building permits.

8.5 Capital Improvement Projects

Project J4 – June Lake Water Full Build-Out Improvements

Project Description

This project consists of expansion of the existing water system to accommodate future full build-out, including source development, water treatment expansion, additional water storage tanks, additional fire hydrants, and pipe replacement. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density, which results in a total of 2,000 housing units, which represents an increase of 1,351 households. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. With this theoretical future build-out and current maximum day water use of 1,050 gpd per housing unit, the total maximum day water demand would be 2,100,000 gpd, or an increase of 1,099,434 gpd (764 gpm). With an approximate doubling of demand, we assume the addition of approximately the same amount of water storage as currently constructed, and a doubling of water treatment.

In order to meet that demand, it is assumed that 2 new wells would need to be developed, based on an average production of 400 to 500 gpm per well. Water storage tanks (or reservoirs) adding approximately 1.5 million gallons of storage to the system would be needed. Additional fire hydrants would be needed for new development, and replacement of some water mains would be necessary for

the increased flows. We assume 70 fire hydrants and approximately six miles of water mains would be replaced or added.

Capacity Improvement

This project would increase the water system capacity throughout the entire June Lake PUD system to accommodate the maximum build out based on the information included in the Project Description above. This build-out would accommodate a total of 2,000 housing units, with a demand of 2.1 million gpd. This represents an increase in housing units of approximately 1,351.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 25, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete. Full cost estimates are included in Appendix A.

Table 25: Estimated Cost per Housing Unit

Additional Design Capacity	764 gpm
	1,099,434 gpd
Total Estimated Cost	$30,607,250
Increase in Housing Units	1,351
Cost per Additional Housing Unit	**$22,655**

Project J5 – June Lake Sewer Full Build-Out Improvements

Project Description

This project consists of expansion of the existing sewer system to accommodate future full build-out, including wastewater treatment expansion, sewer manholes, main extension and replacement, and assumed addition of 34 lift stations. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density at current zoning, which is 2,000 housing units (an increase of 1,340 housing units). This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. Additionally, we assume that all properties would be connected to sewer with future full build-out density. With this theoretical future build-out and the current maximum sewer discharge rate of 1,364 gpd per household, this results in a discharge of 2,728,000 gpd, which is an additional 1,728,000 gpd above the current capacity. With maximum day discharge increasing by a factor of 2.7, we assume an approximate proportional increase in the sewer treatment volume capacity needed and an increase in pumping stations and sewer mains of approximately double the current infrastructure, based on denser development.

Capacity Improvement

This project would increase the sewer system capacity throughout the entire June Lake PUD system to accommodate the maximum build out based on the information included in the Project Description above. This represents an increase of 1,728,000 gpd, and 1,340 additional housing units.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 26, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete. Full cost estimates are included in Appendix A.

Table 26: Estimated Cost per Housing Unit

Additional Design Capacity	1,728,000 gpd
Total Estimated Cost	$88,570,700
Increase in Housing Units	1340
Cost per Additional Housing Unit	**$66,098**

8.6 Priority 2 Projects

1) **Highlands Specific Plan – June Lake**

This property is identified in the Housing Element as a priority site but is already developed for single-family homes and does not have areas for additional development, though there are some vacant single-family lots.

2) **Northshore Drive ER/SP – June Lake**

This project would consist of the extension of water and sewer mains into the Northshore Drive ER/SP property to allow for single and multi-family development on the 14.1-acre site. Based on the average surrounding residential density, the property could accommodate approximately 85 units. This scenario is within the available capacity of the June Lake PUD Sewer System, and within the capacity of the June Lake PUD – Village Water System.

3) **25 Mountain Vista Drive – June Lake**

This project would consist of extensions of water and sewer mains into the 25 Mountain Vista Drive property to allow for single and multi-family development on the 30.2-acre site. Based on the surrounding density of approximately 4 units per acre, the site would support approximately 121 residential units. In addition to extension of utilities, the site is currently owned by Inyo National Forest, and a land exchange would be necessary for development.

4) **Rodeo Grounds Specific Plan – June Lake**

This project would require extension of water and sewer mains into the 81.5-acre property located along June Lake Loop, west of Gull Lake. The water and sewer infrastructure required for development varies based on eventual design. Based on the previously proposed Rodeo Grounds Specific Plan, this property could accommodate approximately 789 housing units, though the proposed plan was a resort development with very little local housing. This number of residential units far exceeds the June Lake PUD – Village Water System and June Lake PUD Sewer System.

Section 9. Capacity Improvement Projects – Lee Vining

9.1 Proposed Projects

Capacity improvement projects in Lee Vining include two Priority 1, Low Cost/No New Cost projects; two Priority 1, Minor Cost/Construction projects, two Priority 1, Capital Improvement Projects; and one Priority 2 project. Capital Improvement Projects include water and sewer system improvements to accommodate the full build-out scenario.

9.2 Priority 1 Projects

Priority 1 projects are further divided into three categories: low or no cost and no new construction, minor cost and/or construction, and larger capital improvement projects.

9.3 Low Cost/No New Construction

Project LV1 – Water Conservation Public Outreach

Project Description

This project consists of developing and presenting educational materials to customers and community members about water saving practices, which can contribute to reduced water consumption per connection through customer behavior changes as described in Section 4. Lee Vining PUD, Mono County, or other organizations can develop community-specific water conservation materials, use materials already developed by others, or a combination of the two. Opportunities for water conservation public outreach and education include, but are not limited to flyers within utility bills, billboards in the community, posters in public spaces like community centers, parks, and public offices, informational booths at community events and festivals, educational materials at schools, online outlets and social media advertising. Additionally, community groups such as Girl Scouts, Boy Scouts, church youth groups, and community service organizations may be willing to partner to further these efforts. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation public outreach. Each community has unique challenges, opportunities, and priorities. The average water use in Lee Vining is much higher than the average household demand and may represent a good potential for water savings with conservation efforts. Importantly, water conservation results are akin to the adage “a penny saved is a penny earned”; for every gallon of water saved, that functions the same as an additional gallon produced, but at no additional direct cost.

Cost Estimate

The costs associated with water conservation public outreach can be tailored to the potential budget available. There is not a set financial entry point, though there may be a level of spending below which no measurable effect is produced. Impact may be amplified by partnering with other community organizations. Costs associated with this effort may include but is not limited to staff time (or consultant fees) for developing outreach materials, staff time (or consultant fees) for outreach, costs for hard-copy outreach materials; costs for advertising on billboards, social media, and other media, and travel costs.

Project LV2 – Water Conservation Rebate Programs

Project Description

This project consists of developing and implementing a rebate program to encourage customers to replace older inefficient plumbing fixtures with new WaterSense-certified fixtures. Rebates can be structured so that payment for replacement of fixtures is tiered to prioritize the most water savings. Often, utilities offer these rebates contingent upon providing proof of purchase of the new fixtures and will then provide the rebate in the form of a credit on the utility bill. Typically, utilities have a limit on the maximum rebate amount per customer, and do not cover the entire cost of new fixtures. Areas with older construction, such as Bridgeport Townsite may have more potential for water savings from this program. No new construction is proposed with this project.

Capacity Improvement

It is difficult to project the quantitative impact of water conservation rebate programs. Each community has unique challenges, opportunities, and priorities. For example, the water savings achieved by replacing an old toilet with a newer, more water-efficient model can vary depending on factors such as the age and efficiency of the old toilet, the water usage habits of the household, and the specific characteristics of the new toilet. However, on average, replacing an old toilet with a newer WaterSense-certified toilet can result in significant water savings. For example, many older toilets installed prior to the mid-1990s use significantly more water per flush than modern toilets. Some older models can use as much as 3.5 to 7 gallons of water per flush. WaterSense-certified toilets, which meet the Environmental Protection Agency's criteria for water efficiency, typically use 1.28 gallons per flush or less. Some high-efficiency toilets can use even less water, sometimes as low as 0.8 gallons per flush. As an example, a household that replaces two older toilets with new WaterSense-certified toilets may save over 8,000 gallons of water per year.

Cost Estimate

The costs associated with rebate programs include administration of the program as well as the rebate amounts. Individual rebates are determined by the utility, as well as whether there is a limit on the number of rebates given annually. Ideally, the rebate amount for new fixtures should be just enough to encourage customers to take advantage of the program and replace fixtures. An example of potential rebates and associated water savings is shown below for illustrative purposes. This assumes a rebate of $50 for new toilets and a water savings of 2.22 gallons per flush. Replacement of fixtures is a change that results in water savings into the future without additional cost.

Table 27: Example Estimated Cost per Housing Unit

Total Estimated Cost (200 rebates)	$10,000
Increase in Housing Units	2.5
Cost per Additional Housing Unit	**$4,000**

9.4 Minor Costs/Construction

Project LV3 – Water Meter Installation, Tiered Rate Structure

Project Description

This project consists of installation of water meters on all water connections throughout Lee Vining PUD. Installing water meters can lead to significant water savings by providing households with more accurate

information about their water usage. However, the actual water savings achieved through the installation of water meters can vary widely depending on factors such as the initial water usage habits of the household, the effectiveness of water conservation measures implemented in response to metering, and the efficiency of the water metering system itself. Water savings is usually greater when tiered rate structures are adopted. Tiered rate structures typically include a base rate for water use up to a specified amount per customer per month, then a higher rate over that base amount. Communities can structure this with numerous tiers with increased rates for higher uses. This cost to customers can lead to voluntary water conservation behavior to save money.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of installing water meters. Lee Vining PUD does not currently use water meters for individual connections. Capacity improvement cannot be specifically quantified for meter installation, but communities with metered water connections use less water per connection than those systems without meters.

Cost Estimate

The costs associated with installation of water meters and development of a tiered rate structure include construction costs for meter installation and administrative costs for development of a tiered rate structure. For an approximate cost of $3,500 per water meter installed, potential costs are presented in Table 28, below. It is worth noting that unit costs will vary depending on how many meters are replaced at the same time.

Table 28: Example Estimated Cost for Water Meter Installation

Cost per meter installed	$3,500
Water Connections	60
Total Cost	**$210,000**

Project LV4 – Landscaping Irrigation Management

Project Description

This project includes development and enforcement of outdoor watering restrictions, typically during the summer months. Lee Vining PUD may develop sprinkler watering restrictions, such as allowing irrigation every other day during the summer and not during the warmest parts of the day when landscape watering is most likely to be lost to evaporation. Encouraging or mandating the use of drought-tolerant plants and efficient irrigation systems (e.g. drip irrigation, adjusting sprinkler placement) can reduce outdoor water use further. This can be incorporated into building permit requirements. Public outreach and education can help to further this effort by educating landscape and yard maintenance professionals and homeowners about best practices for outdoor water use.

Capacity Improvement

As with other water conservation efforts, it is difficult to project the quantitative impact of restricting watering during the summer months, and other landscape irrigation measures. Factors that can affect the water savings in a community include the climate, weather, amount of grass turf in residential and commercial areas, and enforcement of regulations. Though not proposed here, more aggressive water conservation efforts include rebates to customers for removal of grass turf.

Cost Estimate

The costs associated with landscaping irrigation management include development of watering restriction guidelines and staff time for enforcement. Costs associated with requiring drought-tolerant plants and efficient irrigation systems include development of standards and minor staff time during plan review for building permits.

9.5 Capital Improvement Projects

Project LV5 – Lee Vining Water Full Build-Out Improvements

Project Description

This project consists of expansion of the existing water system to accommodate future full build-out, including source development, additional water storage tanks, additional fire hydrants, and pipe replacement. The number of housing units this takes into consideration is based on full build-out of all vacant properties to their maximum density. This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. With this theoretical future build-out and current maximum day water use of 2,931 gpd per housing unit, the total maximum day water demand would be 407,409 gpd, or an increase of 83,409 gpd (58 gpm) above the current capacity. With an increase in demand of approximately 26%, we assume a proportional increase in water storage.

In order to meet increased demand and also to provide an alternate water source to Lee Vining, it is assumed that one new well would need to be developed, based on an average production of at least 250 gpm. Water storage tanks adding approximately 90,000 gallons of storage to the system would be needed. Additional fire hydrants would be needed for new development, and replacement of some water mains would be necessary for the increased flows. We assume 10 fire hydrants and approximately two miles of water mains would be replaced or added.

Capacity Improvement

This project would increase the water system capacity throughout the entire Lee Vining PUD system to accommodate the maximum build out based on the information included in the Project Description, above. This represents 79 additional housing units based on the full build-out compared to the current number of connections.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 29, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete. Full cost estimates are included in Appendix A.

Table 29: Estimated Cost per Housing Unit

Additional Design Capacity	58 gpm
	83,409 gpd
Total Estimated Cost	$12,071,550
Increase in Housing Units	79
Cost per Additional Housing Unit	**$152,804**

Project LV6 – Lee Vining Sewer Full Build-Out Improvements

Project Description

This project consists of expansion of the existing sewer system to accommodate future full build-out, including wastewater treatment expansion, sewer manholes, and main extension and replacement. No lift stations or force mains are currently part of the system, and that is expected to remain the same. The number of housing units is based on full build-out of all vacant properties to their maximum density at current zoning, which is 139 housing units (an increase of 79 housing units). This includes 15 units per acre on properties that allow that density (multi-family, mixed-use, etc.), a single primary residence plus one ADU and one JADU on each SFR parcel, and the addition of one ADU and one JADU on properties currently developed as single family. Additionally, we assume that all properties would be connected to sewer with future full build-out density. With this theoretical future build-out and the current maximum sewer discharge rate of 1,750 gpd per household, this results in a discharge of 243,250 gpd, which is an additional 167,250 gpd above the current capacity. With maximum day discharge increasing by a factor of 220%, we assume an approximate proportional increase in the sewer treatment volume capacity needed and sewer mains of approximately double the current infrastructure, based on denser development.

Capacity Improvement

This project would increase the sewer system capacity throughout the entire Lee Vining PUD system to accommodate the maximum build out based on the information included in the Project Description above. This represents an increase in sewer system capacity of 167,250 gpd and an increase in housing units of 79.

Cost Estimate

Based on the assumptions and descriptions included above, the planning-level approximate cost of this project is included in Table 30, below. Please note that these costs are approximate and current at the time of this report, and do not reflect projected cost inflation, though a project of this size would require significant time to complete. Full cost estimates are included in Appendix A.

Table 30: Estimated Cost per Housing Unit

Additional Design Capacity	167,250 gpd
Total Estimated Cost	$7,124,825
Increase in Housing Units	79
Cost per Additional Housing Unit	**$90,188**

9.6 Priority 2 Projects

1) **Tioga Inn Specific Plan – Lee Vining**

The Tioga Inn Specific Plan property is not located within any existing water or sewer service territories. No water or sewer infrastructure currently serves the Tioga Inn Specific Plan area. Existing water mains are located approximately 2,600 feet (0.5 mile) to the west and sewer mains are located approximately 4,000 feet (0.76 mile) to the north. Development of this area would require either a lengthy extension for existing water and sewer lines, development of new water and sewer systems to serve the property or parcels large enough to be served by domestic wells and septic systems, which would likely not contribute to low- or moderate-income housing.

Section 10. Conclusions

10.1 Summary

The purpose of this Capacity Improvement Plan is to identify opportunities to improve the available capacity in water and sewer systems in Bridgeport, Crowley Lake, June Lake, and Lee Vining in Mono County, California, with attention to the potential for development of affordable housing.

Detailed capacity analyses were performed for Bridgeport, Crowley Lake, June Lake, and Lee Vining as part of Special District Needs Assessments completed as a precursor to this Capacity Improvement Plan. The available housing capacity in each community and in each system within the communities varies. While currently adequate, the sewer capacity will accommodate fewer additional housing units than the water systems in Bridgeport, Crowley Lake, and Lee Vining while the water system capacity in June Lake will accommodate fewer additional housing units than the sewer system. Water demand and sewer flows vary throughout communities but are generally higher than the U.S. average. It is recommended that sewer flows are measured prior to any sewer projects, to better determine the actual flows.

Future water demand and sewer flow for various scenarios are included in the Special District Needs Assessment Reports, and include consideration of development of vacant parcels, ADUs and JADUs, and key sites identified in the Housing Element. Additionally, full build-out scenarios have been included for water and sewer in all communities. Full build-out is considered as the maximum allowable housing density under current zoning, as well as ADUs on single-family parcels. Aside from these scenarios, some factors that influence water demand and sewer flow include the proportion of multi-family development, seasonal occupancy rates, population, and water use and sewer discharge rates.

Capacity gaps have been identified for various scenarios, as well as some strategies and projects to address these gaps. Lack of capacity in utility systems can lead to limited commercial and residential development, leading to limited economic development.

Capacity enhancement strategies include infrastructure improvement projects, optimization of existing infrastructure and operations, and water conservation planning. System and operations optimization and water conservation planning can be approached in a way to best utilize existing system resources and are lower-cost strategies. Priority infrastructure projects have been identified, focusing on those that may result in more affordable housing. Some improvement projects corresponding to key sites identified in the Housing Element are not prioritized as projects at this time based on being high-cost large-scale projects.

For improvement projects, we have included planning-level cost estimates to quantify the potential cost compared to the number of housing units that the project could result in. Additionally, the potential housing unit count has been compared to the available capacity in the water and sewer systems, indicating whether water supply or sewer treatment would be necessary to accommodate the project. For the prioritized projects, the cost per housing unit varies widely, with infill projects generally lower cost per additional housing unit, with full system build-out improvements generally higher cost per additional housing unit.

10.2 Implementation

The method and time frame of any of the identified capacity enhancement strategies and capacity improvement projects may be affected by many factors including housing demand in each community, funding availability, special district staffing, and community support, among others.

It may be more accessible for special districts to begin implementing actions identified in the Optimization of Existing Infrastructure and Operations Section with existing resources such as evaluating the system for leaks, waste, and inefficiency. Additionally, systems can review and update emergency response and preparedness planning regularly and with attention to protecting system capacity.

Water conservation planning is also an area of implementation that can be scaled to fit each special district's resources and needs. Additionally, this is an area where special districts and other entities can work together to maximize their resources, reach, and impact within communities. Systems can also consider opportunities to partner with other educational and public-service organizations to amplify messaging and efforts to promote water conservation.

For proposed capacity improvement projects, we have deliberately not recommended particular projects over others, as these decisions are affected by many local considerations and changing needs best assessed by special district and local decision makers. As discussed in the prioritization section, projects have been sorted into Priority 1 and Priority 2 projects, with sub-categories within Priority 1. These priority levels generally progress from lowest cost to greatest cost but are not necessarily sorted by priority within each sub-category.

Importantly, the authority for project implementation lies solely with the individual utility service providers and/or property owners. Mono County does not have and is not indicating a desire to have implementation authority with this Capacity Improvement Plan.

Section 11. References

California Drinking Water Watch; https://sdwis.waterboards.ca.gov/PDWW/index.jsp ; accessed July – December 2023

California State Water Resources Control Board GeoTracker; geotracker.waterboards.ca.gov ; accessed June – December 2023

Environmental Protection Agency (EPA) Water Sense; https://www.epa.gov/watersense ; accessed February 2024

June Lake Public Utility District Wastewater Treatment Plant Evaluation Study, AECOM, December 2020, https://www.junelakepud.com/files/970c7baf8/2020+WWTP+Evaluation+Study_Revised.pdf

Mono County Housing Element: Mono County Community Development, 6th Cycle Update, 2019-2027; adopted November 5, 2019

Municipal Service Review and Sphere of Influence Recommendation; Bridgeport Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; October 2010

Municipal Service Review and Sphere of Influence Recommendation; Birchim Community Services District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Municipal Service Review and Sphere of Influence Recommendation; June Lake Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Municipal Service Review and Sphere of Influence Recommendation; Hilton Creek Community Services District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Municipal Service Review and Sphere of Influence Recommendation; Lee Vining Public Utility District, Mono County, California; Mono County Local Agency Formation Commission; February 2009

Recommended Standards for Wastewater Facilities (Ten States Standards), 2004 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers

Special District Needs Assessment Report – Bridgeport; Mono County Community Development, Mono County, California; prepared by Resource Concepts, Inc. March 2024.

Special District Needs Assessment Report – Crowley Lake; Mono County Community Development, Mono County, California; prepared by Resource Concepts, Inc. March 2024.

Special District Needs Assessment Report – June Lake; Mono County Community Development, Mono County, California; prepared by Resource Concepts, Inc. March 2024.

Special District Needs Assessment Report – Lee Vining; Mono County Community Development, Mono County, California; prepared by Resource Concepts, Inc. March 2024.

Standard Handbook for Civil Engineers, Fifth Edition, Ricketts, Jonathan T., Loftin, M. Kent, Merritt, Frederick S.

The Costs of Small Drinking Water Systems Removing Arsenic from Groundwater, Sorg, T., L. Wang, AND A. Chen, Journal of Water Supply: Research and Technology – Aqua (2015) 64 (3): 219-234. Accessed Abstract via EPA Science Inventory, https://cfpub.epa.gov/si/si_public_record_report.cfm?Lab=NRMRL&dirEntryId=307961

U.S. Census Data for Mono County, https://www.census.gov/quickfacts/fact/table/monocountycalifornia/PST045222 accessed February 2024

USGS Water Science School, https://www.usgs.gov/special-topics/water-science-school/science/water-qa-how-much-water-do-i-use-home-each-day, accessed February 2024

Appendix A

Project Cost Estimates

Cost Estimate

Project B5 - Kirkwood Street Loop Water Replacement

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$54,800	LS	1	$54,800
Traffic Control	$2,000	LS	1	$2,000
Demo & Remove Ex. Water	$10	LF	2600	$26,000
6"-8" Water Main and Appurtenances	$180	LF	2600	$468,000
AC Pavement Patch 3" AC on 8" AB	$10	SF	5200	$52,000
Construction Cost Subtotal				**$602,800**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$6,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$60,280
Non-Construction Cost Subtotal				**$104,280**
Total Estimated Capital Cost				**$707,080**

Total Estimated Cost	$707,080
Increase in Housing Units	26
Cost per Additional Housing Unit	$27,195.38

Cost Estimate

Project B6 - Stock Drive Water Extension

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$39,280	LS	1	$39,280
Traffic Control	$2,000	LS	1	$2,000
Demo & Remove Ex. Water	$10	LF	1600	$16,000
6"-8" Water Main and Appurtenances	$180	LF	1600	$288,000
AC Pavement Patch 3" AC on 8" AB	$10	SF	3200	$32,000
Construction Cost Subtotal				**$377,280**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$6,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$37,728
Non-Construction Cost Subtotal				**$81,728**
Total Estimated Capital Cost				**$459,008**

Total Estimated Cost	$459,008
Increase in Housing Units	22
Cost per Additional Housing Unit	$20,864.00

Cost Estimate

Project B7 - Aurora Canyon Replacement Project

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$43,040	LS	1	$43,040
Traffic Control	$2,000	LS	1	$2,000
Demo & Remove Ex. Water	$10	LF	2040	$20,400
6"-8" Water Main and Appurtenances	$180	LF	2040	$367,200
AC Pavement Patch 3" AC on 8" AB	$10	SF	4080	$40,800
Construction Cost Subtotal				**$473,440**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$6,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$47,344
Non-Construction Cost Subtotal				**$91,344**
Total Estimated Capital Cost				**$564,784**

Total Estimated Cost	$564,784
Increase in Housing Units	23
Cost per Additional Housing Unit	$24,556

Cost Estimate

Project B8 - Alpine Vista Sewer Extension

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$34,900	LS	1	$34,900
Traffic Control	$2,000	LS	1	$2,000
6"-8" Sewer Main	$180	LF	1600	$288,000
Precast Manhole	$9,000	EA	3	$27,000
AC Pavement Patch 3" AC on 8" AB	$10	SF	3200	$32,000
Construction Cost Subtotal				**$383,900**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$6,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$38,390
Non-Construction Cost Subtotal				**$82,390**
Total Estimated Capital Cost				**$466,290**

Total Estimated Cost	$466,290
Increase in Housing Units	12
Cost per Additional Housing Unit	$38,858

Total Estimated Cost	$466,290
Increase in Housing Units	36
Cost per Additional Housing Unit	$12,953

Cost Estimate

Project B9 - Evans Tract Sewer Extension

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (5%)	$53,350	LS	1	$53,350
Traffic Control	$3,000	LS	1	$3,000
6"-8" Sewer Main	$180	LF	4600	$828,000
Precast Manhole	$9,000	EA	16	$144,000
AC Pavement Patch 3" AC on 8" AB	$10	SF	9200	$92,000
Construction Cost Subtotal				**$1,120,350**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$6,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$112,035
Non-Construction Cost Subtotal				**$156,035**
Total Estimated Capital Cost				**$1,276,385**

Total Estimated Cost	$1,276,385
Increase in Housing Units	88
Cost per Additional Housing Unit	$14,504

Cost Estimate

Project B11 - Bridgeport Water Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$3,143,700	LS	1	$3,143,700
Source (well) Development	$1,750,000	EA	3	$5,250,000
Water Treatment Expansion	$6,000	gpm	2004	$12,024,000
Water Storage Tanks	$6.25	gallon	1575000	$9,843,750
8"-12" Water Mains	$200	LF	21,000	$4,200,000
Fire Hydrant Assembly	$6,000	EA	20	$120,000
Construction Cost Subtotal				**$34,581,450**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$1,730,000
Construction Contingency (10%)				$3,458,145
Non-Construction Cost Subtotal				**$5,188,145**
Total Estimated Capital Cost				**$39,769,595**

Total Estimated Cost	$39,769,595
Increase in Housing Units	635
Cost per Additional Housing Unit	$62,629.28

Cost Estimate

Project B13 - Bridgeport Sewer Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$4,600,000	LS	1	$4,600,000
Lift Station	$70,000	EA	2	$140,000
8"-12" Sewer Main	$200	LF	21,000	$4,200,000
Precast Manhole	$9,000	EA	100	$900,000
Wastewater Treatment Expansion	$30	gpd	1370752	$41,122,560
Construction Cost Subtotal				**$50,962,560**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$2,550,000
Construction Contingency (10%)				$5,096,256
Non-Construction Cost Subtotal				**$7,646,256**
Total Estimated Capital Cost				**$58,608,816**

Total Estimated Cost	$58,608,816
Increase in Housing Units	813
Cost per Additional Housing Unit	$72,090

Cost Estimate

Project C5 - School District Parcel

10-unit development

Construction Cost	**Column1**			
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$14,700	LS	1	$14,700
6" -8" Water Main	$180	LF	300	$54,000
Fire Hydrant Assembly	$6,000	EA	2	$12,000
6"-8" Sewer Main	$180	LF	300	$54,000
Precast Manhole	$9,000	EA	3	$27,000
Construction Cost Subtotal				**$161,700**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$20,000
Other Design (Geotech)		EA		$6,000
Survey		EA		$8,000
Testing, Inspection, and Construction Mgmt		EA		$10,000
Construction Contingency (10%)				$16,170
Non-Construction Cost Subtotal				**$60,170**
Total Estimated Capital Cost				**$221,870**

Column1	**Column2**	**Min**	**Max**
Total Estimated Cost	$221,870	$199,683.0	$255,150.50
Increase in Housing Units	10	$10.0	$10.00
Cost per Additional Housing Unit	$22,187	$19,968.3	$25,515.05

Cost Estimate

Project C5 - School District Parcel

Full single-family development

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$141,600	LS	1	$141,600
6" -8" Water Main	$180	LF	3500	$630,000
Fire Hydrant Assembly	$6,000	EA	8	$48,000
6"-8" Sewer Main	$180	LF	3500	$630,000
Precast Manhole	$9,000	EA	12	$108,000
Construction Cost Subtotal				**$1,557,600**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$60,000
Other Design (Geotech)		EA		$10,000
Survey		EA		$10,000
Testing, Inspection, and Construction Mgmt		EA		$12,000
Construction Contingency (10%)				$155,760
Non-Construction Cost Subtotal				**$247,760**
Total Estimated Capital Cost				**$1,805,360**

Column1	**Column2**	**Min**	**max**
Total Estimated Cost	$1,805,360	$1,624,824	$2,076,164.00
Increase in Housing Units	103	$103.0	$103.00
Cost per Additional Housing Unit	$17,528	$15,775.0	$20,156.93

Total Estimated Cost	$1,805,360	$1,624,824	$2,076,164.00
Increase in Housing Units	309	$309.0	$309.00
Cost per Additional Housing Unit	$5,843	$5,258.3	$6,718.98

Cost Estimate

Project C6 - Crowley Lake Drive Water Extension

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$44,400	LS	1	$44,400
Traffic Control	$2,000	LS	1	$2,000
6" -8" Water Main	$180	LF	2000	$360,000
Fire Hydrant Assembly	$6,000	EA	7	$42,000
AC Pavement Patch 3" AC on 8" AB	$10	SF	4000	$40,000
Construction Cost Subtotal				**$488,400**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$30,000
Other Design (Geotech)		EA		$8,000
Survey		EA		$8,000
Testing, Inspection, and Construction Mgmt		EA		$8,000
Construction Contingency (10%)				$48,840
Non-Construction Cost Subtotal				**$102,840**
Total Estimated Capital Cost				**$591,240**

		Min	**Max**
Total Estimated Cost	$591,240	$532,116.0	$679,926.00
Increase in Housing Units	48	48	48
Cost per Additional Housing Unit	$12,318	$11,085.8	$14,165.13

Cost Estimate

Project C7 - Crowley Lake Water Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$1,220,000	LS	1	$1,220,000
Source (well) Development	$1,750,000	EA	2	$3,500,000
Water Treatment Expansion	$6,000	gpm	0	$0
Water Storage Tanks	$6.25	gallons	670000	$4,187,500
8"-12" Water Mains	$200	LF	21120	$4,224,000
Fire Hydrant Assembly	$6,000	EA	45	$270,000
Construction Cost Subtotal				**$13,401,500**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$670,075
Construction Contingency (10%)				$1,340,150
Non-Construction Cost Subtotal				**$2,010,225**
Total Estimated Capital Cost				**$15,411,725**

Total Estimated Cost	$15,411,725
Increase in Housing Units	753
Cost per Additional Housing Unit	$20,467.10

Cost Estimate

Project C8 - Crowley Lake Sewer Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$1,120,000	LS	1	$1,120,000
Lift Station	$70,000	EA	2	$140,000
8"-12" Sewer Main	$200	LF	22440	$4,488,000
Precast Manhole	$9,000	EA	75	$675,000
Wastewater Treatment Expansion	$30	gpd	193897	$5,816,910
Construction Cost Subtotal				**$12,239,910**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$611,996
Construction Contingency (10%)				$1,223,991
Non-Construction Cost Subtotal				**$1,835,987**
Total Estimated Capital Cost				**$14,075,897**

Total Estimated Cost	$14,075,897
Increase in Housing Units	646
Cost per Additional Housing Unit	$21,789

Cost Estimate

Project J4 - June Lake Water Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$2,400,000	LS	1	$2,400,000
Source (well) Development	$1,750,000	EA	2	$3,500,000
Water Treatment Expansion	$6,000	gpm	764	$4,584,000
Water Storage Tanks	$6.25	gallons	1500000	$9,375,000
8"-12" Water Mains	$200	LF	31680	$6,336,000
Fire Hydrant Assembly	$6,000	EA	70	$420,000
Construction Cost Subtotal				**$26,615,000**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$1,330,750
Construction Contingency (10%)				$2,661,500
Non-Construction Cost Subtotal				**$3,992,250**
Total Estimated Capital Cost				**$30,607,250**

Total Estimated Cost	$30,607,250
Increase in Housing Units	1351
Cost per Additional Housing Unit	$22,655.26

Cost Estimate

Project J5 - June Lake Sewer Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$7,000,000	LS	1	$7,000,000
Lift Station	$70,000	EA	34	$2,380,000
8"-12" Sewer Main	$200	LF	68640	$13,728,000
Precast Manhole	$9,000	EA	230	$2,070,000
Wastewater Treatment Expansion	$30	gpd	1728000	$51,840,000
Construction Cost Subtotal				**$77,018,000**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$3,850,900
Construction Contingency (10%)				$7,701,800
Non-Construction Cost Subtotal				**$11,552,700**
Total Estimated Capital Cost				**$88,570,700**

Total Estimated Cost	$88,570,700
Increase in Housing Units	1340
Cost per Additional Housing Unit	$66,098

Cost Estimate

Project LV5 - Lee Vining Water Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$950,000	LS	1	$950,000
Source (well) Development	$1,750,000	EA	1	$1,750,000
Water Treatment Expansion	$6,000	gpm	0	$0
Water Storage Tanks	$6.25	gallons	900000	$5,625,000
8"-12" Water Mains	$200	LF	10560	$2,112,000
Fire Hydrant Assembly	$6,000	EA	10	$60,000
Construction Cost Subtotal				**$10,497,000**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting, etc.		EA		$524,850
Construction Contingency (10%)				$1,049,700
Non-Construction Cost Subtotal				**$1,574,550**
Total Estimated Capital Cost				**$12,071,550**

Total Estimated Cost	$12,071,550
Increase in Housing Units	79
Cost per Additional Housing Unit	$152,804.43

Cost Estimate

Project LV6 - Lee Vining Sewer Full Build Out

Construction Cost				
Description	**Unit Price**	**Unit**	**Quantity**	**Total Price**
Mobilization/Demobilization (10%)	$560,000	LS	1	$560,000
Lift Station	$70,000	EA	0	$0
8"-12" Sewer Main	$200	LF	2640	$528,000
Precast Manhole	$9,000	EA	10	$90,000
Wastewater Treatment Expansion	$30	gpd	167250	$5,017,500
Construction Cost Subtotal				**$6,195,500**
Non-Construction Cost				
Description		**Unit**	**Quantity**	**Total Price**
Design and Permitting		EA		$309,775
Construction Contingency (10%)				$619,550
Non-Construction Cost Subtotal				**$929,325**
Total Estimated Capital Cost				**$7,124,825**

Total Estimated Cost	$7,124,825
Increase in Housing Units	79
Cost per Additional Housing Unit	$90,188

Mono County
Community Development Department

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

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

Date: June 11, 2024

To: Honorable Mono County Board of Supervisors

RE: **Analysis of Capacity to Increase Zoning for Housing Density**

INTRODUCTION

Mono County conducted a Special District Needs Assessment, funded by a California Development Block Grant (CDBG), to answer the following questions:

1. Understand capacity of utilities provided by special districts (water, sewer, fire) within community areas to support housing development,
2. Evaluate utility service barriers to the development of certain Housing Opportunities Sites (as identified in the Housing Element),
3. Evaluate whether utility services provided by special districts could support an increase in zoning for housing density, and
4. Identify capital improvement projects that would increase special district capacity to support increased housing densities.

This memorandum addresses objective #3 only. For objectives #1, 2, and 4, please see the Executive Summary of special district capacities, and the reports provided by Resource Concepts, Inc. (RCI).

ANALYSIS ASSUMPTIONS

The following assumptions and limitations are embedded in the capacity analysis provided by RCI:

- Current water use predicts future use.
- The data does not account for vacancy rates or seasonal occupancy. Water use and sewage flows are averaged evenly across all housing units or connections regardless of whether they are year-round residences, or second homes occupied for a few weeks per year.
    - The Maximum Daily Demand scenarios most closely represents full build-out but probably still fall short as some vacancy of units is built into it.
- Based on the assumed number of plumbing fixtures in each unit, detached accessory dwelling units (ADUs) are assumed to require 65% of the capacity of single-family units, and junior ADUs (JADUs) are assumed to require 35%.
- Community statistics are a mixture of information provided by the RCI reports and the US Census Bureau.

<u>Potential Implications of the Assumptions</u>

- Increased occupancy (whether due to more year-round residents or higher overnight/ seasonal occupancy rates) will result in increased water use and sewage flows without the addition of new units in the community.
- The difference between average day demand and maximum day demand may be increased occupancy (year-round residents + visiting second homeowners), not an increase in water consumption or effluent discharge per capita.

- Therefore, maximum day demand scenarios potentially represent water and sewer needs in the case where new units have not been constructed but occupancy increased, either due to second homes converting to year-round occupancy or more/longer stays by second homeowners.

CAPACITY SCENARIOS

The RCI analysis defined the following build-out scenarios and analyzed an "average" day and "maximum" day capacity for each:

1. Current Demand
2. Current Demand + Vacant Parcels
3. Current Demand + Vacant Parcels + Housing Opportunity Sites
4. Current Demand + ADUs + JADUs
5. Current Demand + Vacant Parcels + Housing Opportunity Sites + ADUs + JADUs
6. Full Build-Out of Current Demand + maximum density development of all vacant parcels and ADUs/JADUs.
    - Note: A "true" full build-out analysis would assume year-round occupancy of all units and would therefore increase all use estimates by the vacancy rate.

Full Build-Out is a planning scenario that is rarely achieved for various reasons. "Reasonable" build-out is most often a lesser amount based on practical constraints and the market. In most cases, a "reasonable" build-out is likely closer to the "maximum" day demand, which more fully accounts for vacancy rates, of scenario #5. Therefore, scenario #6 is not discussed below.

COMMUNITY CAPACITY ANALYSES

JUNE LAKE

Basic statistics:

- Year-round population = 611, seasonal population = 2,500 (~400% increase).
- Housing units: 811 existing, 277 occupied, 534 vacant = 65% vacancy rate.
- Visitor occupancy estimated at 60%, 80% of visitor lodging may be seasonal.

Capacity Analysis:

- Water – June Lake PUD (Village):
    - Under average day demand: Sufficient water supply for scenarios 1, 2 & 4; insufficient water supply for scenarios 3 and 5.
    - Under maximum day demand: Only scenarios 1 and 2 have sufficient supply.
- Water – Down Canyon System:
    - Average day demand: Sufficient water supply for all scenarios (1-5).
    - Maximum day demand: Sufficient water supply for scenarios 1-3; insufficient water supply for scenarios 4-5.
- Sewage capacity analysis:
    - Average Day Discharge: Sufficient capacity for scenarios 1-5.
    - Maximum Day Discharge: Only sufficient capacity for scenarios 1 & 2.
- If the vacancy rate was accounted for, the water consumption/effluent discharge amounts should be increased by up to 65%, which would likely reduce the number of scenarios that have sufficient capacity and or increase identified deficiencies.

Results:

- June Lake has about 30% more units than people. In other words, if every person in June Lake had their own unit, 200 units would still be unoccupied.

- June Lake has over seven times more units than households.
- **June Lake PUD water supply**: Water supply is insufficient to serve scenario #5 under either average or maximum day demand under existing zoning densities. If occupancy rates increase, the situation becomes even more limited.
    - *The current water supply does not appear capable of supporting increased housing density.*
- **Down Canyon System water supply**:
    - Assuming occupancy rates remain at the rate represented by "average day demand," water supply is sufficient to serve full build-out and can support increased density of 669 units/connections.
    - If occupancy increases to the rate represented by "maximum day demand," then water supply is only sufficient to serve current demand + vacant parcels and will not accommodate scenarios #4-5.
    - *If average day demand only increases slightly, increased housing density could be supported. However, at the maximum day demand level, which likely represents a significant increase in occupancy without an increase in units, increased density could not be supported.*
    - *Even if density could be increased, Down Canyon tends to have smaller parcels (Petersen & Williamson Tract) and challenging terrain (Clark Tract) where increased density may not be appropriate.*
- **Sewage capacity**: Sufficient capacity exists at build-out if occupancy rates remain the same, with sufficient capacity to increase density by 198 households. If occupancy rates increase to the rate represented by "maximum day demand," then capacity is only sufficient for current discharge + vacant parcels, without enough capacity for scenarios #4-5.
    - *If average day demand only increases slightly, increased housing density could be supported. However, at the maximum day demand level, which likely represents a significant increase in occupancy without an increase in units, increased density could not be supported.*

LEE VINING

Basic statistics:

- Year-round population = 217, seasonal population = 300 (~138% increase).
- Housing units: 114 existing, 88 occupied, 26 vacant = 23% vacancy rate.
- A unique feature of Lee Vining is that only one street is designated residential; the remainder of the community is designated commercial. Many Commercial parcels are under-developed with single-family residential units, and therefore significant increased density may be available under the current zoning that is not analyzed at this time.

Capacity Analysis (Lee Vining Public Utilities District):

- Water average day demand: Sufficient water supply for scenarios #1-5.
- Water maximum day demand: Only scenarios #1-2 have sufficient supply.
- Sewage Average Day Discharge: Sufficient capacity for scenarios #1, 2, and 4. Insufficient capacity for #3 & 5.
- Sewage Maximum Day Discharge: Insufficient capacity for all scenarios.

Results:

- **Water Supply**:
    - Assuming occupancy rates remain at the rate represented by "average day demand," water supply is sufficient to serve full build out and can support increased density/upzoning of 193 units/connections.

    - If occupancy increases to the rate represented by "maximum day demand," then water supply is only sufficient to serve current demand + vacant parcels and will not accommodate scenario #5.
    - *If average day demand only increases slightly, increased housing density could be supported. However, at the maximum day demand level, which likely represents a significant increase in occupancy without an increase in units, increased density could not be supported.*
- **Sewage Capacity**: Sewage capacity appears to be limited and only sufficient in low-development scenarios at Average Day Discharge levels.
    - *Current sewage capacity will not support upzoning for increased housing density even at average day demand levels. Potential increased occupancy and increased density under the current Commercial zoning exacerbate the risk.*

CROWLEY LAKE

Basic statistics:

- Year-round population = 980. No seasonal population estimate.
- Housing units: 538 existing, 402 occupied, 136 vacant = 25% vacancy rate.

Capacity Analysis:

- Water supply – Mountain Meadows Mutual Water Company (MWC)
    - Sufficient water supply for all average day demand scenarios and maximum day demand scenarios 1, 2, & 4. Insufficient water supply for maximum day demand scenarios 3 and 5.
- Sewer – Hilton Creek CSD
    - Sufficient sewer capacity for all average day demand scenarios and maximum day demand scenarios 1 & 2. Insufficient sewer supply for maximum day demand scenarios 3-5.

Results:

- ***Water and Sewer Capacity:*** *If average day demand only increases slightly, increased housing density could be supported. However, at the maximum day demand level, which likely represents a significant increase in occupancy without an increase in units, increased density could not be supported.*

BRIDGEPORT

Basic Statistics:

- Year-round population = 553. No seasonal population estimate.
- Housing units: 349 existing, 246 occupied, 103 vacant = 30% vacancy rate.

Capacity Analysis:

- **Water Supply:** Sufficient water supply for all average day demand scenarios #1-4; insufficient supply for scenario #5. For maximum day demand, only scenario 1 has sufficient capacity.
- **Sewer:** Sufficient sewer capacity for average day demand scenarios #1-3 and maximum day demand scenario 1. Insufficient water supply for average day demand scenarios #4-5, and maximum day demand scenarios #2-5.

Results:

- ***Water Supply:*** *Sufficient capacity does not appear to exist for scenario #5 under either current or increased occupancies. Therefore, capacity does appear to increase zoning densities.*
- ***Sewage Capacity:*** *Sufficient capacity does not appear to exist for scenario #5 under either current or increased occupancies. Therefore, capacity does appear to increase zoning densities.*

CONCLUSION

Most communities appear to have sufficient water and sewer capacity, or close to sufficient capacity, for build out under existing zoning and average day demand, which incorporates a vacancy rate of 23% to 65% depending on community. The maximum day demand better reflects reduced vacancy rates, although likely still not 100% occupancy. Unfortunately, at maximum day demand levels, water and sewer services indicate significant deficiencies in all communities.

The challenge is that the high volume of fluctuation between average and maximum (and then full occupancy) demand cannot be controlled by land use density nor the service providers. Meeting existing needs under current zoning density, and then increasing zoning density to accommodate more housing, comes down to risk tolerance. If the "design" occupancy of water and sewer services should be more similar to the maximum day demand in this study, then none of the communities have the capacity to meet current demand under existing zoning, let alone increase zoning. If the "design" occupancy should be even higher, to reflect closer to 100% occupancy, then the deficiencies are exacerbated. If the "design" occupancy should be lower, however, then potentially some communities have capacity to increase zoning density at an increased risk of being unable to meet demand if the "design" occupancy is exceeded.

Determining the "design" occupancy level and risk tolerance is outside the scope of this study and analysis. However, the suspicion that water and sewer service is a limiting factor to increasing housing development appears to have merit, and so one clear recommendation from this work is to focus on capacity improvements for these services. To that end, capacity improvement projects from Phase 3 of this study (which is filed separately) will be included in the Mono County Comprehensive Economic Development Strategy to facilitate qualification for potential funding sources.

Please direct any questions to Wendy Sugimura at 760-924-1814 or wsugimura@mono.ca.gov.

Mono County
Community Development Department

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

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

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Mono County Board of Supervisors will conduct a public hearing no earlier than 9:00 am on **June 11, 2024,** in the Board Chambers, 2nd floor, at the Mono County Courthouse, 278 Main Street, Bridgeport, CA to discuss and solicit comments on the submittal of the California Development Block Grant (CDBG) accomplishments and acceptance of closeout report for the following grant activities. Teleconference locations will be available at: Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546; and online via Zoom at https://monocounty.zoom.us/j/86184622677 or visit https://www.zoom.us/, click on "Join A Meeting" and enter the Zoom Webinar ID 861 8462 2677. The Board will be required to disencumber the remaining 20-CDBG-12074 funds at closeout.

Activity	**CDBG Grant 20-CDBG-12074 Awarded $250,000**	**CDBG Program Income**
Special District Needs Assessment (Resource Concepts, Inc.)	$236,718.25	$237,500.00
General Administration	$3,393.24	$12,500.00
Total	**$240,111.49**	**$250,000.00**

The purpose of this public hearing is to give members of the public an opportunity to make their comments known regarding the accomplishments under the State-administered CDBG Program. INTERESTED PERSONS may appear before the Board of Supervisors to present testimony or, prior to or at the hearing, file written correspondence with: Clerk of the Board of Supervisors PO Box 715 Bridgeport, CA 93517. If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Clerk of the Board of Supervisors at, or prior to, the public hearing.

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).

###

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Emergency Management

TIME REQUIRED 30 minutes

SUBJECT 2023 Winter Storms After Action Report

PERSONS APPEARING BEFORE THE BOARD Chris Mokracek, Emergency Management Director

AGENDA DESCRIPTION:

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

Presentation by Chris Mokracek regarding the Mono County 2023 Winter Storms After Action Report.

RECOMMENDED ACTION:

None, informational only. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Chris Mokracek

PHONE/EMAIL: 7609244633 / cmokracek@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report
Presentation
Mono County After Action Report
Town of Mammoth Lakes After Action Report

History

Time	Who	Approval
6/4/2024 9:25 AM	County Counsel	Yes

6/5/2024 10:27 AM	Finance	Yes
6/6/2024 12:32 PM	County Administrative Office	Yes

MONO COUNTY
OFFICE OF EMERGENCY MANAGEMENT

DATE: June 11, 2024

TO: Honorable Board of Supervisors

FROM: Chris Mokracek, OEM Director

SUBJECT: 2023 Winter Storms After Action Report

This presentation will be a review of the Mono County 2023 Winter Storms After Action Report (AAR) with an emphasis on Strengths and Areas Needing Improvement. I will also contrast Mono County's AAR with the Town of Mammoth Lakes AAR to identify areas of duplication and improvement areas not included in the Mono County AAR.

This AAR will serve as template to be used in operational, administrative, and training plans moving forward.

An AAR is required when a local disaster is declared.

California Code of Regulations, Title 19, § 2450 – Reporting Requirements

(A) Any city, city and county, or county declaring a local emergency for which the governor proclaims a state of emergency, and any state agency responding to that emergency shall complete and transmit an after action report to Cal OES within ninety (90) days of the close of the incident period as specified in California Code of Regulations, Title 19, § 2900(p).

(B) The after-action report shall, at a minimum, be a review of response actions taken, application of SEMS, suggested modifications to SEMS, necessary modifications to plans and procedures, identified training needs, and recovery activities to date.

2023 WINTER STORMS AFTER ACTION REPORT

Mono County Operational Area

and the

Mono County Office of Emergency Management

After Action Reporting Requirements

- Incident Background
- Response Activities
- Recovery Activities
- Application of SEMS
- Strengths and Successes
- Areas Needing Improvement

- *Required by 19 CCR § 2450 – Reporting Requirements*

Strengths and Successes

- Our Citizens
- Our First Responders
- County Staff
  - Roads
  - Shelter Staff
  - Access & Functional Needs Staff
  - Emergency Operations Center Staff
  - Public Information Officer
  - IT Department
  - Disaster Service Workers
- Communication with Cooperators
- Cal Fire - Bishop
- Cal OES
- Cal Fire IMT 2
- Inyo County

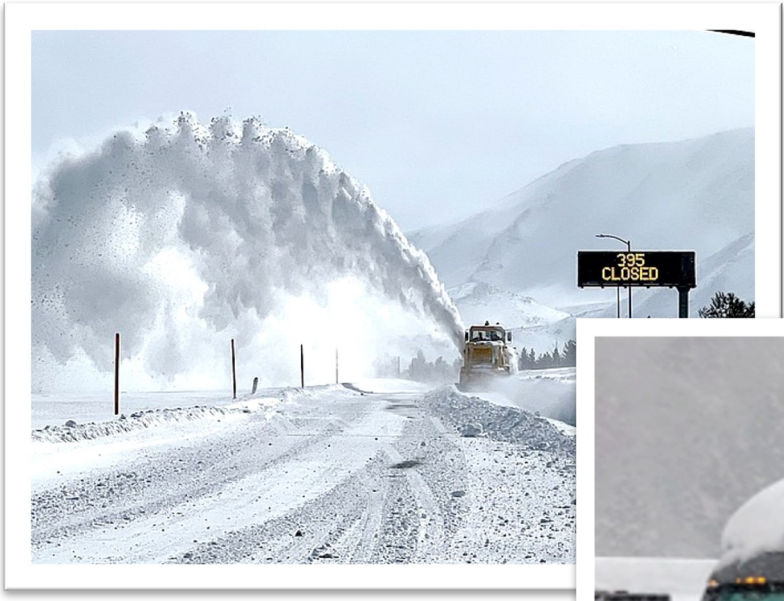
Areas Needing Improvement

1. Existing emergency plans were not fully utilized, understood, or shared.
2. Several existing emergency plans are outdated, and other high priority plans and hazard specific annexes do not exist.
3. EOC and IMT personnel were lacking comprehensive emergency training and exercise experience.
4. The County lacked sufficient snow removal equipment to adequately manage the amount of snow that accumulated from the back-to-back winter storms.
5. Existing contracts and agreements did not provide the necessary equipment to handle the impact of the storm, due to the lack of appropriate equipment in the region and competing priorities of surrounding communities.
6. The organization and structure of the EOC was not familiar and clear to all involved in response activities.
7. The EOC was understaffed for the scope and length of the incident.

8. Without a clear incident command structure, gathering and sharing ongoing accurate situational awareness information was challenging.
9. The Public Information team had challenges controlling storm-related messaging, setting realistic public expectations, and keeping the public informed with accurate, consistent, and timely messaging.
10. The winter storm caught many in the public unprepared to handle the volume and duration of the event.

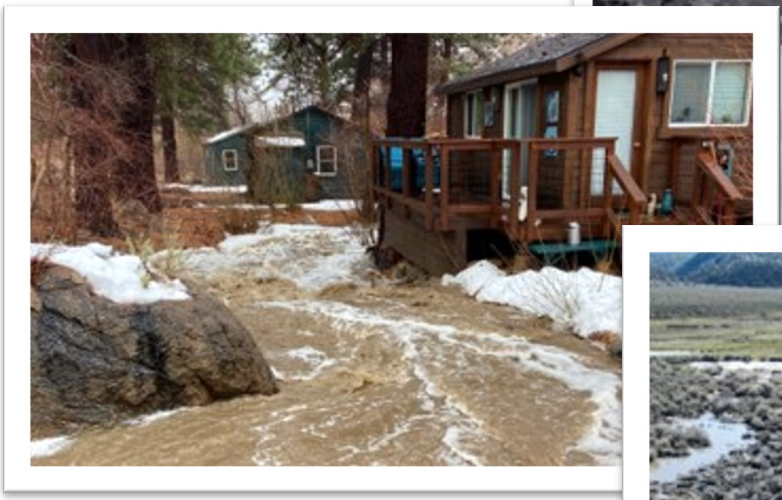
Town of Mammoth Lakes – AAR Areas for Improvement

- A lack of understanding of ICS and incident response principles negatively impacted response operations.
- The documentation and tracking process for reimbursement of incident response costs was unclear.
- The current Hazard Mitigation Plan lacks detailed projects aimed at mitigating potential risks and effectively addressing future emergencies.
- The Town experienced delays in requesting and receiving critical resources and equipment.
- Delays in the procurement of essential snow removal resources occurred due to the lack of a standardized list outlining equipment specifications.
- Mapping applications like Google Maps, Apple Maps, and Waze inadvertently directed visitors and residents to closed, damaged, or impassable roads.
- Public confusion arose regarding the damage reporting process due to conflicting messages conveyed to the community.
- Prolonged disruptions in phone and internet services revealed a critical gap in emergency response capabilities.



READY Mono

READY.MONO.CA.GOV



MONO COUNTY

2023 WINTER STORMS

AFTER ACTION REPORT

Mono County Operational Area and the

Mono County Office of Emergency Management

Methodology

This After-Action Report (AAR) has been developed by the Mono County Office of Emergency Management after a thorough review of multiple situational reports and after-action reviews where involved departments and the public were involved in interviews and surveys.

From this information, details and recommendations were developed with an emphasis on identifying strengths and areas for improvement related to the response phase of the disaster. The observations were organized under broad focus areas and aligned to the Federal Emergency Management Agency's (FEMA) core capabilities.

This report is intended to aid Mono County in identifying strengths and areas for improvement, to provide training, identify opportunities aligned with County policy, service to the community, and the national framework for disaster response.

Point of Contact

Chris Mokracek
Director
Mono County Office of Emergency Management
PO Box 696
Bridgeport, CA 93517
(760) 924-4633
cmokracek@mono.ca.gov

Table of Contents

Incident Background

Beginning in January 2023, Mono county experienced significant on and off again storms. On the week of February 23rd, continuous winter storms covered much of California with substantial rain and low-elevation snow for an extended period of time. Inyo county experienced severe flooding and debris flows with large infrastructure impacts to the surrounding areas and main arterial roadways. Mono County experienced historical snow accumulations of well over 600 inches at the 6000-foot elevations. This contributed to numerous residential and commercial structure collapses, complete blockage of surface streets, trapped residents, and significant propane issues in the Town of Mammoth Lakes. Mono County also experienced a historic number of avalanches that damaged and destroyed numerous residential and commercial structures. Several communities were completely isolated with no ingress or egress. Highway 395, a main transportation corridor from Southern to Northern California, was completely shut down in both directions due to multiple avalanches.

Weather

The water year started exceptionally cold and wet combined with an active weather pattern through the beginning of 2023. This pattern led to a record snowpack in the eastern Sierra, with over 200 percent of the normal snowpack (see figure 1), including significant snow accumulation in the lower elevations. Several moderate to strong Atmospheric River (AR) events transported significant amounts of moisture into California bringing periods of strong winds, heavy rains, and snow levels approaching 8000 feet at times.

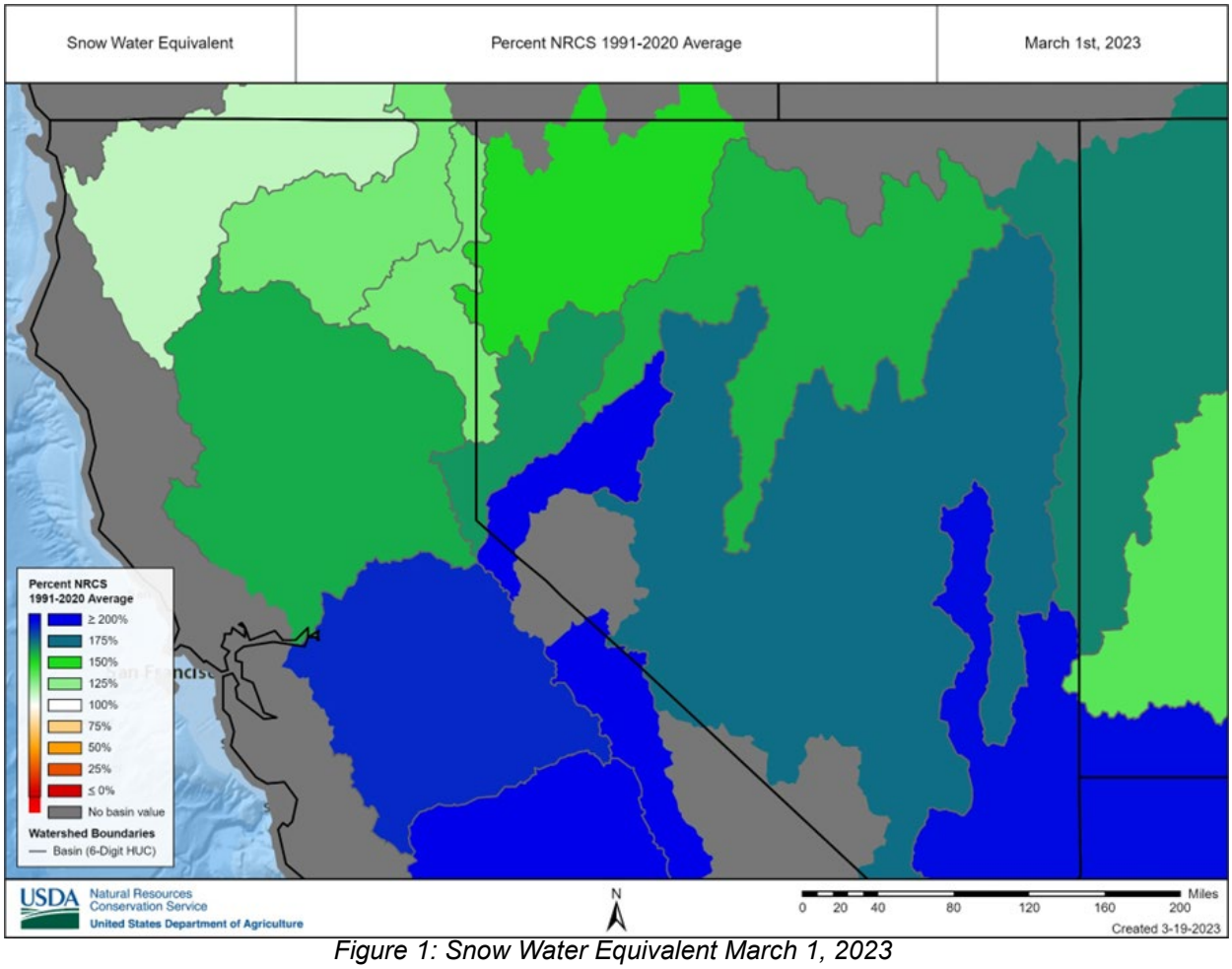


Figure 1: Snow Water Equivalent March 1, 2023

Several areas in Inyo and Mono counties have seen historical record daily precipitation, including 3.02” of rain at Bishop on January 9, which was not only a daily record but the 4th wettest day since records have been kept in 1943. Three of the wettest 26 dates in history have occurred in 2023 at Bishop through March 10. To date, only 1969 has had more precipitation from January 1 through March 10.

The snowpack across all elevations continued to increase with several storms through late February and early March with well below-average temperatures in place across the region. The snowpack and snow load on infrastructure became a large concern when a warmer, wetter pattern took aim at the west coast (figure 2) for western land-falling atmospheric rivers. Rain-on-snow concerns were highlighted in early March as confidence increased in the pattern shift to warmer, wetter conditions for the Sierra communities. By mid-March impacts across the eastern Sierra included multiple significant road closures, avalanches, debris and mud flows, minor to moderate flooding, river and stream rise, and impacts to infrastructure (failures, collapses) due to snow load for the mountain communities in the eastern Sierra. During a warmer AR event in late February, much of the lower elevation snow melted in the Owens Valley, causing closures of US 395 due to flooding, and damaging the Los Angeles Aqueduct.

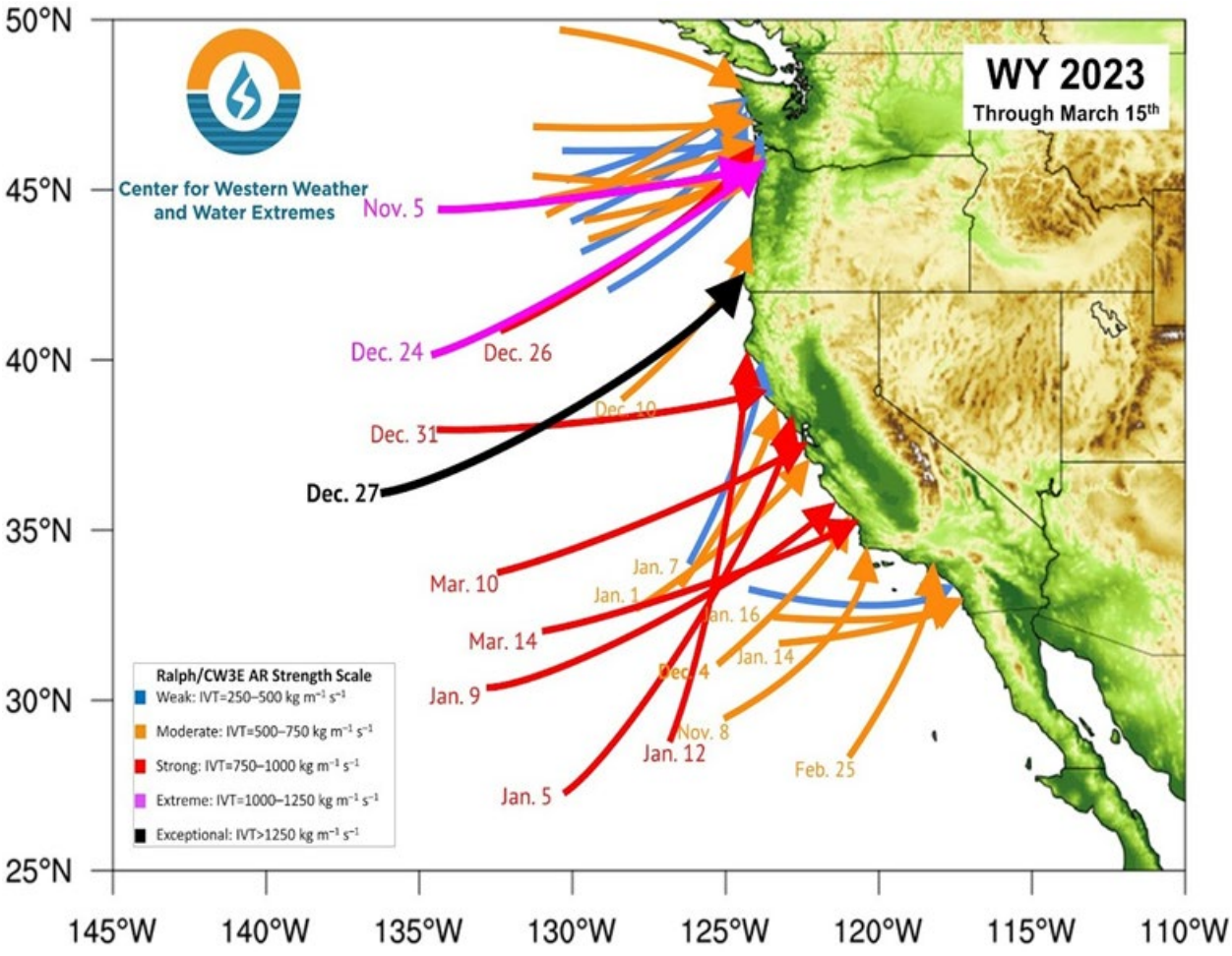


Figure 2: Atmospheric Rivers from October 2022 through March 15, 2023

An additional method of understanding how much precipitation has accumulated in the Sierra Nevada Mountains is SNOTEL automated data collection sites. They are weather stations in remote mountainous areas that give forecasters an idea of how much Snow Water Equivalent (SWE) there is in the mountain snowpack which will run off when the snow melts. Several lower elevation SNOTEL sites are reporting record SWE, an example of a SNOTEL exhibiting this is shown in Figure 3.

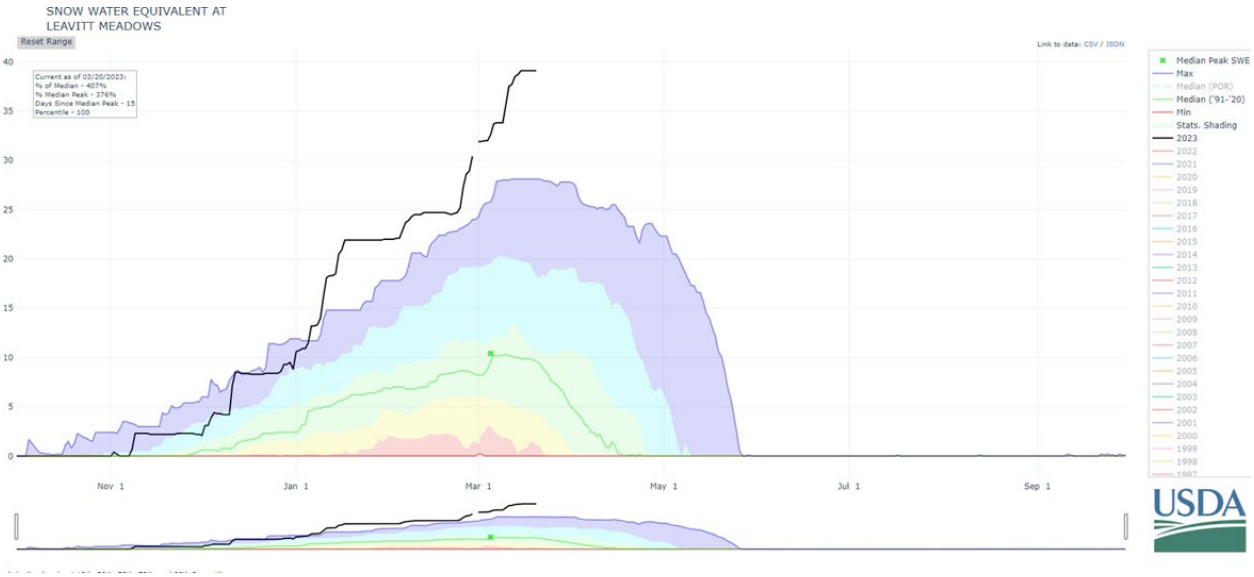


Figure 3: A SNOTEL example from Leavitt Meadows in northern Mono County, elevation 7198'. The previous max liquid equivalent is the purple line, and this year is in black, remaining above the previous max since Jan 5, 2023, through the present.

Response Activities

January 9, 2023	Mono County Proclaims Local Emergency
January 27, 2023	Mono County Proclaims Local Emergency
March 1, 2023	California Proclaims State of Emergency
March 10, 2023	Presidential Major Emergency Declaration
November 21, 2023	Termination of Mono County Emergency Declarations

Challenges

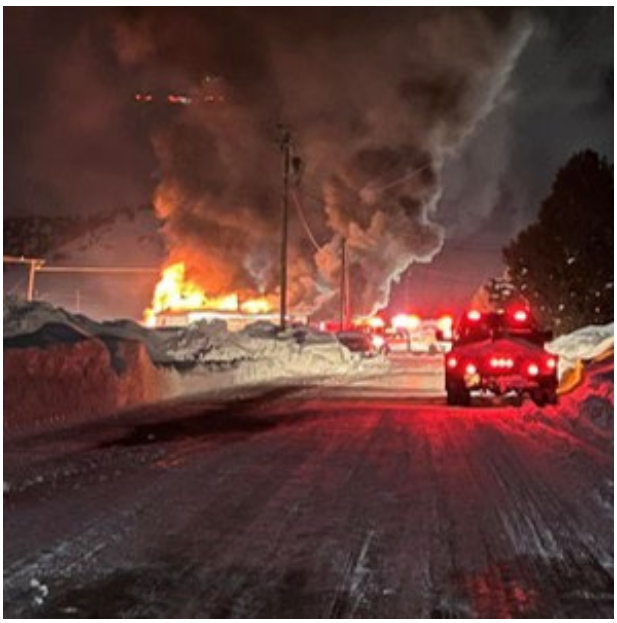
- Impassable highways and roads (Hwy 395, Hwy 158, Hwy 167, Hwy 182, Benton Crossing Road, Lower Rock Creek Road).
- Snow removal equipment mobilization delays or breakdowns.
- Multiple avalanches across Hwy 395 with downed power lines and poles.
- Structural damage or collapse from heavy snow load.
- Hundreds of reported propane leaks throughout the County.
- Numerous fires/explosions as a result of propane leaking into structures.
- Extended power outage impacts on Bridgeport and Mono City.
- Residents trapped in homes in the Mono Basin.
- Road closures prohibited vital mail delivery in Mono City and Bridgeport.
- Cell phone GPS leading travelers onto impassable roads resulting in entrapment and rescue.
- Fuel and propane shortages due to road closures.
- Firewood shortage in Mono City, Bridgeport, and the Antelope Valley

The National Guard delivers food, water, generators, and fuel to Mono City.

Winter Storm Briefings

Conducted daily situational updates with the following Cooperators:

Mono County Administration
Mono County OEM
Mono County Sheriff's Office
California Highway Patrol
Mono County Public Works
Mono County HHS – Sheltering
National Weather Service – Reno
Mineral County OEM
Southern California Edison
Mammoth Lakes Fire Department
Cal Fire
Mammoth Mountain Ski Area
LA Dept. of Water & Power
Town of Mammoth Lakes Administration
Cal OES
Mammoth Lakes Police Department
Caltrans
TOML Public Works
Mono County HHS – Emerg. Preparedness
Inyo County OEM
Mono County EMS
Eastern Sierra Avalanche Center
Mono County Operational Area Fire Coord.
Snow Survey Associates
June Mountain Ski Area
Liberty Utilities



Mono County Sheriff's providing aid and rescue in Mono City. Propane leak and fire as a result of heavy snow load at the Bridgeport Napa Store, 3/2/2023.

Response Activities To Date

Beginning on February 25, 2023, the Mono County Sheriff's Department began rescue and assistance to those residents trapped in their homes due to blizzard conditions, impassable roads, and high snow accumulation. They facilitated the delivery of food, water, and fuel, as well as relocating residents to the shelter in Bridgeport.

Bridgeport Shelter Operations at the Bridgeport Memorial Hall, 73, North School Street, Bridgeport, CA 93517, opened at 6:00 p.m. on 2/28/23 through 7:00 p.m. on 3/7/2023. Warming station operations continued from 7:00 p.m. on 3/7/23 through 3/15/23. There were 31 Mono County Staff that assisted in manning the shelters and warming center through 2/23/23 to 3/15/23. There were 14 residents that stayed overnight during shelter operations and more than 89 residents that came to the facility for food, resources, and information. There were 1372 meals that were served to the sheltering/warming center residents throughout the period of 2/23/23 through 3/14/23. Community volunteers assisted in the kitchen to prepare the food for the sheltering/warming center. The county purchased food and supplies needed for the shelter and the Red Cross assisted with these costs. Generators were operational and utilized at the Bridgeport Memorial Hall.

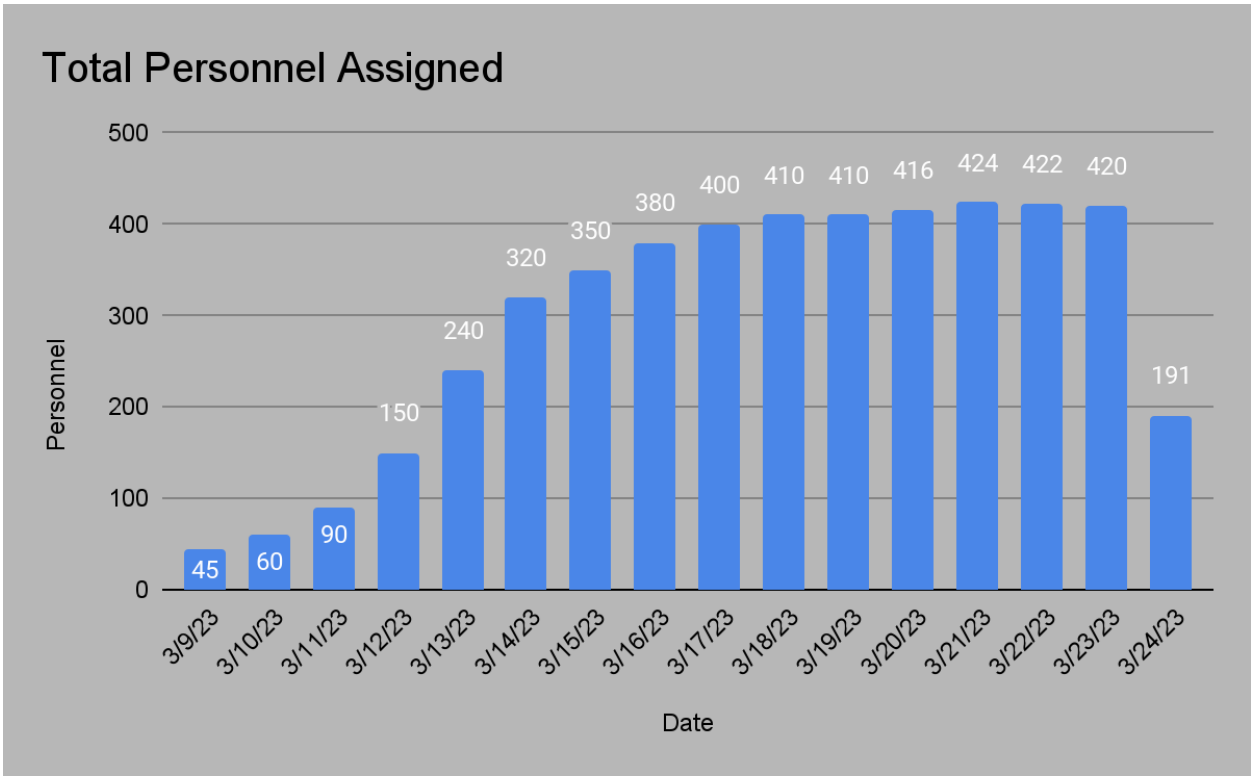
The Mammoth Shelter operations located at the Mammoth Middle School, 1600 Meridian, Mammoth Lakes, CA 93546 opened at 7:00 a.m. on 3/14/23 through 1:30 p.m. on 3/24/2023. There was no facility cost to the county for this shelter. There were 8 people sheltered through the operations. The Red Cross took over these operations and covered additional costs for shelter operations starting on 3/16/23. There were 11 staff members that assisted in running the shelter during this time. No generators were needed at this shelter.

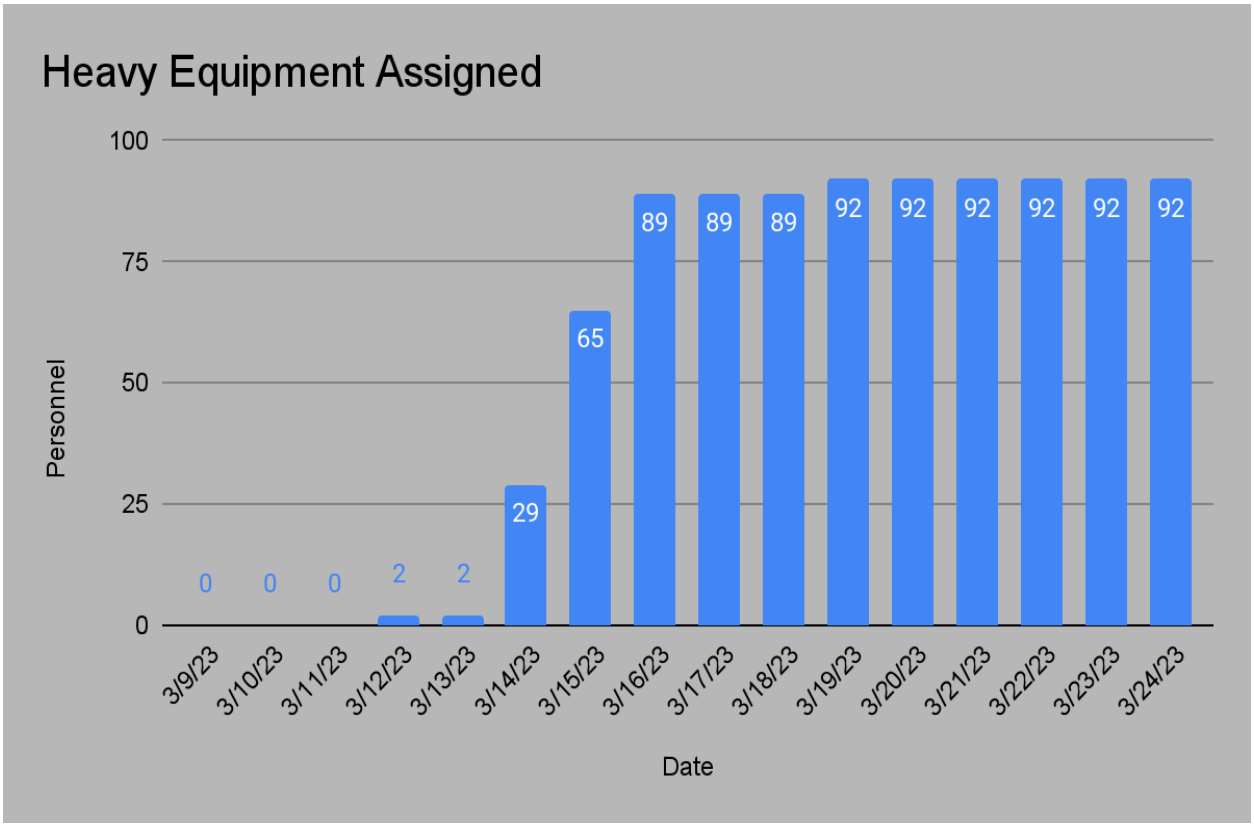
On March 6, 2023, Mono County, through OES, requested an Incident Management Team to support and assist the counties of Inyo and Mono. The decision was made to commit a state Type 1 Incident Management Team (IMT). On the evening of March 7, 2023, CAL FIRE Incident Management Team 2 (CAL FIRE IMT2) was activated, (Command and General Staff only), to support the emergency coordination of the Mono County EOC "2023 XMN March Storms". The initial response was for Mono County due to the county being under State and Local Emergency Declaration. Inyo County fell into a State and Local Emergency Declaration 48 hours later "2023 XIN Early March Storms". CAL FIRE IMT2 absorbed Inyo County into the planning and support process working with their Emergency Operations Center (EOC). CAL FIRE IMT2 had clear direction (from CAL FIRE Executive Leadership) that this assignment would be to support both EOCs.

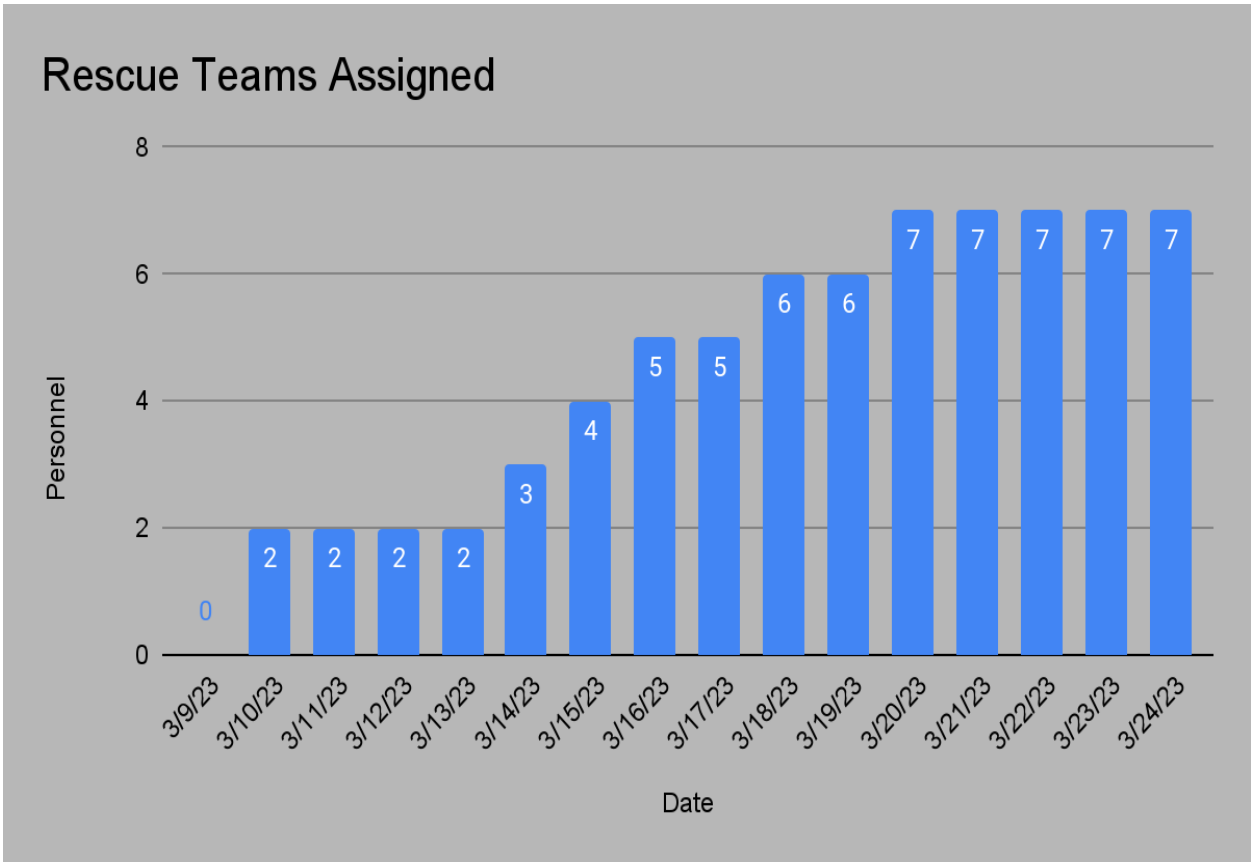
The staffing of the operational organization was accomplished by using a combination of fire rescue resources, heavy equipment, and technical experts. Snow and storm debris hazards were mitigated by a variety of heavy equipment such as dump trucks, loaders, bulldozers, graders, and excavators. Heavy equipment was organized into task forces and deployed to various geographical areas throughout Inyo and Mono counties. To address a variety of emergency response concerns, special rescue teams from OES operational areas throughout California were assigned to the incident. US&R teams with structural engineers triaged structures, performed building collapse mitigation, and assisted with rescue missions. Swiftwater rescue teams assessed local waterways and

performed water rescues as needed. A hazardous materials team was utilized for any issues with dangerous substances or atmospheres.

Ten Type 1 hand crews, two Type 3 fire engines, and approximately 200 personnel from CALFIRE were mission-tasked to the incident to assist Inyo and Mono counties with storm response.







Mono City "Survivors"

Recovery

On April 3, 2023, Mono County was authorized to receive Individual Assistance under FEMA-4699 DR-CA.

On May 25, 2023, Mono County qualified for Public Assistance under FEMA.

In partnership with the California Governor's Office of Emergency Services (Cal OES), the Federal Emergency Management Agency (FEMA), the Small Business Administration (SBA), and other state partners, Mono County hosted **Disaster Recovery Centers (DRC)** in the communities of Bridgeport and Mammoth Lakes to assist those impacted by the storms.

Mammoth Lakes DRC:

- Mono County Civic Center – 1290 Tavern Road, Mammoth Lakes
- Operated from 5/9/2023 to 6/17/2023.
- Provided assistance to 858 households and 2,516 individuals.

Bridgeport DRC:

- Bridgeport Memorial Hall – 73 North School Street, Bridgeport
- Operated from 5/16/2023 to 6/7/2023.
- Provided assistance to 158 households and 294 individuals.

The DRC offered information on available resources to homeowners, renters, and business owners who sustained damage to their property from the February and March storms.

Those impacted were encouraged to file insurance claims for damage to their homes, personal property, businesses, and vehicles before applying for FEMA assistance.

State Agencies on site:

- California Department of Veterans Affairs (CalVet)
- California Department of Insurance (CDI)
- California Department of Public Health (CDPH)
- California Department of Social Services (CDSS)
- California Department of Tax and Fee (CDTFA)
- The Contractors State License Board (CSLB)
- Department of Motor Vehicles (DMV)
- Employment Development Department (EDD)
- California Franchise Tax Board (FTB)
- California Department of Housing & Community Development (HCD)

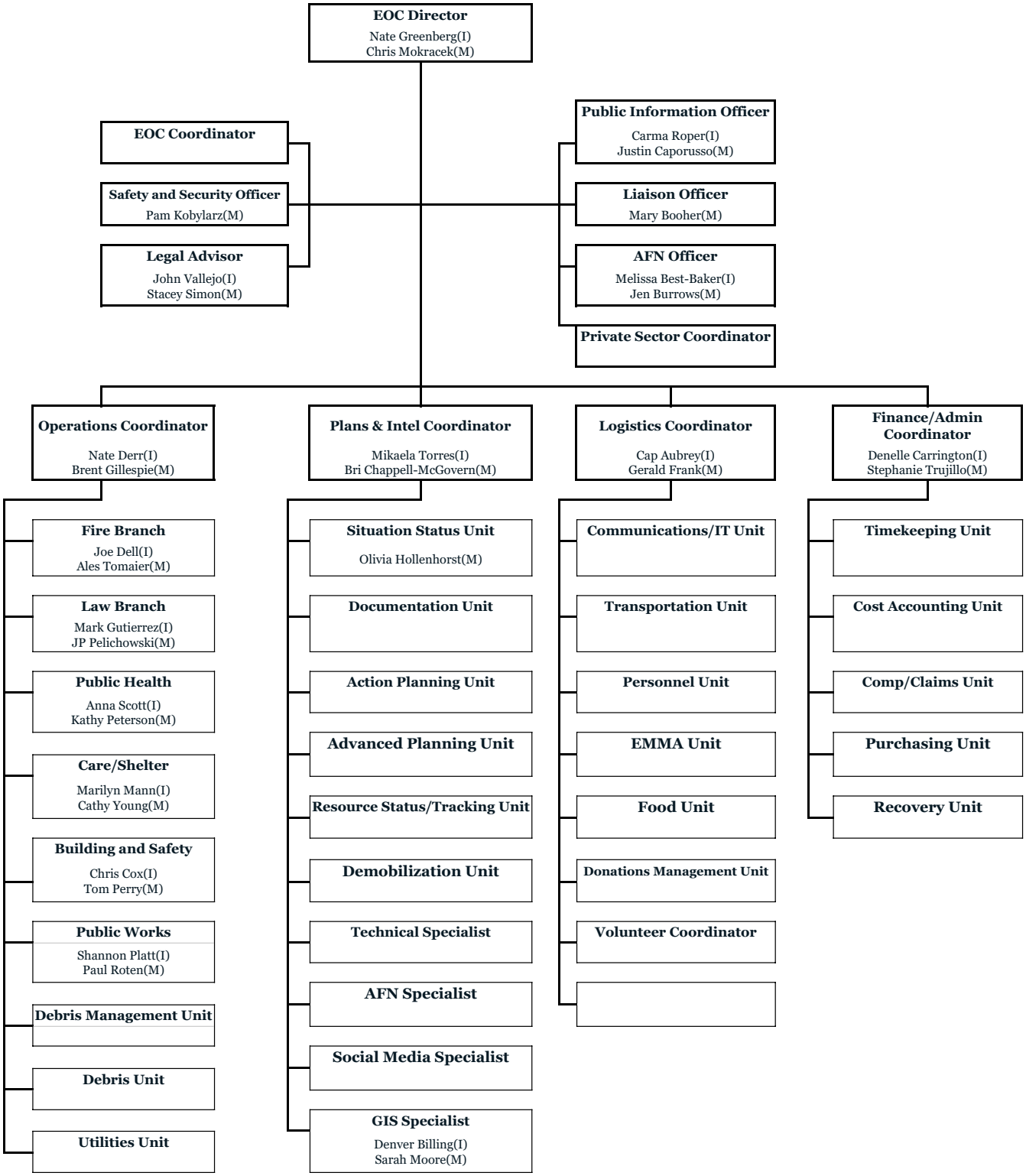
Federal Agencies on site:

- Federal Emergency Management Agency (FEMA)
- United States Small Business Administration (SBA)

SBA Disaster Statistics (Received/Loans Approved) for CA 17842 Severe Winter Storms, Straight-line Winds, Flooding, Landslides & Mudslides as of 01/15/24 This information is for use by SBA and its disaster assistance partners only. It is not to be distributed by any party other than SBA.				
Mono County	**Home Loan Applications**	**Business Loan Applications**	**EIDL Loan Applications**	**Total**
Applications Received	136	47	24	207
Applications Approved	68	10	5	83
Dollars Approved	$2,618,500	$852,800	$665,100	$4,136,400

Mono County Civic Center, Disaster Recovery Center (DRC)

EVENT NAME	
MARCH 2023 STORMS	
Operational Period:	# 18
Date From:	Date To:
4/4/2023	4/7/2023
Time From:	Time To:
0730	0730



EOC Objectives

Management Objectives

1. Provide support for life and safety of Mono County public, first responders, and essential workers.
2. Support the protection of critical infrastructure.
3. Maintain road conditions to support access and egress of emergency personnel and public.
4. Maintain communication between cooperators, stakeholders, and internal team members.
5. Ensure coordinated, timely, and accurate dissemination of public information.

Operations

1. Respond to and mitigate emergency and non-emergency calls for service.
2. Establish access to and protect critical infrastructure.
3. Mitigate snow related hazards.
4. Control/mitigate water runoff and flooding issues.
5. Maintain and reopen travel thoroughfares.
6. Maintain/reestablish ingress/egress to isolated communities.

Planning

1. Create EOC Action Plan.
2. Facilitate EOC briefing, C&G meeting, and Planning meeting.
3. Check-in, assign, monitor, resources to support operations.
4. Gather and disseminate situational awareness and intel.

Logistics

1. To ensure acquisition, transportation, and mobilization of resources to support the response effort.

Finance

1. Track and document all expenditures and costs related to incident management operations and recovery within Mono County.

Legal

1. To ensure that operations are legally compliant and that we have those agreements, proclamations, etc. in place that are needed to support all actions and to support reimbursement where eligible.

Strengths

1. There was good coordination amongst first responders and other staff in the field to create multidisciplinary teams to share assets as needed and coordinate transportation and render aid to impacted communities.

2. The EOC produced regular situational awareness products, including Incident Action Plans (IAP) and Situation Summaries, throughout the response.

3. The EOC held daily briefing calls that included elected officials and all impacted agencies and departments (e.g., utilities, schools, county departments). Each key player gave an update including what was accomplished the day before and what the priorities were. The information on these calls was distributed internally. These calls were often referred to when providing information to the public and when correcting misinformation.

4. Shelter staff were well trained and rapidly deployed to prop up Temporary Evacuation Centers (TEP) and full congregate shelters.

5. Access and Functional Needs (AFN) registrants were contacted on a regular basis by HHS-Emergency Preparedness staff.

6. The decision to activate an IMT aided in performing rescue and evacuation activities: Public safety agencies conducted successful evacuations for residents trapped in their homes who needed or wanted to be moved to evacuation shelters.

7. Prestaging response and shelter resources ensured services to the most heavily impacted areas despite travel restrictions and road closures.

8. Despite many challenges, the Public Information team was nimble and able to adjust to communications needs as the situation unfolded, leveraging the various skillsets of their team to produce a significant amount of public information content in the form of photos, graphics, and videos via social media, regular press conferences, and daily calls and newsletters.

9. The creation of the Storm Information Page on the County's ready.mono.ca.gov website provided a centralized location for information for residents and businesses.

Areas Needing Improvement

1. **Existing emergency plans were not fully utilized, understood, or shared.**

   Recommendations

   - Familiarize all response staff and stakeholders with current emergency plans.
   - Conduct regular training and exercises to validate the plans and include everyone who would have a role in responding to the specified scenario.
   - OEM should coordinate with new Board of Supervisors members after they take office, to familiarize them with emergency plans, help clarify what their role may be during an emergency, and to ensure they are included in County emergency trainings and exercises.

   Responsible Entity

   - Office of Emergency Management

   Target Completion Date

   - FY2024 and Ongoing

2. **Several existing emergency plans are outdated, and other high priority plans and hazard specific annexes do not exist.**

   Recommendations

   - Review and update the County EOP annually at a minimum and/or following EOC activations; add a winter weather annex, and other supporting components as needed. Include community partners and stakeholders in an annual review process.
   - Conduct a gap assessment of OEM and all departments to identify what existing response plans need updating and what plans should be developed. All plans should be exercised and updated on an annual basis or following a response.
   - Additional plans or EOP annexes the County could consider developing/updating include the following.
     - Continuity of Operations (COOP) Plan

- Crisis Communications Plan
- Disaster Recovery Plan/Annex
- Multi-Jurisdictional Hazard Mitigation Plan

Responsible Entity

- Office of Emergency Management
- Mono County Sheriff's Department
- Community Development

Target Completion Date

- FY 2025

3. **EOC and IMT personnel were lacking comprehensive emergency training and exercise experience.**

Recommendations

- Develop a County Integrated Preparedness Plan (IPP) to identify all-hazard preparedness priorities and a multi-year training and exercise schedule.

- Require and provide training for all personnel aligned with NIMS and SEMS guidance for their expected level of participation (staff, supervisory, or policy-level) at onboarding and at least biannually for their employment/appointment.

- Provide emergency management training for elected officials and their staff focused specifically on their unique roles and responsibilities during an emergency.

- Conduct annual EOC exercises to ensure familiarity with Incident Command System (ICS) structure and response plans. Training and exercises will help build preparedness for threats and hazards and identify resource requirements and capability gaps.

Responsible Entity

- Office of Emergency Management

Target Completion Date

- FY 2025

4. **The County lacked sufficient snow removal equipment to adequately manage the amount of snow that accumulated from the back-to-back winter storms.**

   Recommendations

   - Conduct a comprehensive gap analysis of severe weather equipment and supplies across all County departments. Address gaps in equipment and supplies, and train staff appropriately.

   Responsible Entity

   - Mono County Public Works

   Target Completion Date

   - FY 2024

5. **Existing contracts and agreements did not provide the necessary equipment to handle the impact of the storm, due to the lack of appropriate equipment in the region and competing priorities of surrounding communities.**

   Given the extraordinary nature of the storm, with the volume of snow in such a brief period of time, the region's equipment contractors did not have adequate stock of necessary equipment available locally to handle the impacts of the storm, both within Mono County as well as surrounding areas. For the limited available equipment, there was high demand, and equipment was quickly deployed to the early acting jurisdictions also facing storm impacts.

   Recommendations

   - Conduct an assessment of all existing emergency response contracts; establish contracts with additional vendors to provide redundancy for sourcing equipment.

   - Consider mutual aid agreements (MAA) with local jurisdictions, surrounding counties, and private entities to have access to available resource caches.

   - Work with Cal OES ahead of the winter storm season to inventory and pre-identify State assets and other available resources to supplement County inventory.

Responsible Entity

- Mono County Office of Emergency Management
- Mono County Public Works

Target Completion Date

- Ongoing

6. **The organization and structure of the EOC was not familiar and clear to all involved in response activities.**

Recommendations

- Continue the use of ICS to manage disaster response operations.

- Require and provide training for all personnel aligned with NIMS and SEMS guidance for their expected level of participation (staff, supervisory, or policy-level) at onboarding and at least biannually for their employment/appointment.

- Conduct annual EOC exercises to ensure familiarity with ICS structure, operational processes, and response plans with all appropriate departments and elected official staff.

Responsible Entity

- Mono County Office of Emergency Management

Target Completion Date

- Ongoing

7. **The EOC was understaffed for the scope and length of the incident.**

It was noted that due to staff turnover, attrition, burnout from COVID-19, and a series of significant events, the OEM was not at its full staffing level. Many staff worked extended hours during this event, but the length and magnitude of winter storm was unprecedented.

Recommendations

- Continue to onboard new EOC staff.

- Investigate the ability of redeploying non-OEM County staff to fill roles within the EOC.

- Provide training in alignment with NIMS and SEMS guidance for their expected level of participation (staff, supervisory, or policy-level).

- Establish procedures to routinely evaluate workload balance, including evaluation of the EOC structure against current operations.

- Develop and provide Just-In-Time (JIT) training during the response to close identified gaps.

Responsible Entity

- Mono County Office of Emergency Management

Target Completion Date

- Ongoing

8. **Without a clear incident command structure, gathering and sharing ongoing accurate situational awareness information was challenging.**

   Despite many departmental and elected official staff members attending the daily briefing calls, a few interviewees noted that while they were aware of the EOC structure, they found it easier to receive information more quickly if they connected directly with department heads. As an example, not all departments were aware of the impacts to specific areas, including road closures, which hampered the purchasing staffs' abilities to target specific vendors to source available resources as some vendors were in the affected areas and/or travel restrictions impeded the ability to provide the resources.

   Recommendations

   - Establish a standing cadence for information dissemination across agencies and stakeholders.

   - Ensure situation status updates are collected from all response agencies and stakeholders and disseminated following the pre-established cadence during the activation, through briefings and situation reports.

   - Require and provide training for all personnel aligned with NIMS and SEMS guidance for their expected level of participation (staff, supervisory, or policy-level) at onboarding and at least biannually for their employment/appointment.

- Conduct annual EOC exercises to ensure familiarity with ICS structure and response plans.

Responsible Entity

- Mono County Office of Emergency Management

Target Completion Date

- Ongoing

9. **The Public Information team had challenges controlling storm-related messaging, setting realistic public expectations, and keeping the public informed with accurate, consistent, and timely messaging.**

   The lack of a crisis communications plan and the delayed activation of the Public Information team created an opportunity for misinformation and rumors. This led to the public perception that the County was not responding effectively to the emergency.

   Recommendations

   - Develop a Crisis Communications Plan or Annex to the County EOP. Train and conduct exercises with appropriate County staff and external partners.

   - Establish a Joint Information System (JIS) as the conduit for exchanging, coordinating, and integrating public information activities.

   - Appoint a social media manager/monitor for real-time awareness and coordination of messaging coming from outside sources.

   - Maintain one consistent County website for the public to access during any emergency and ensure it is updated regularly for ongoing and current emergencies.

   - Establish relationships with local media and include media and other partners in County exercises and drills to establish relationships pre-disaster.

   - Ensure visibility of operational priorities to the public during an active event to set public expectations regarding ongoing and upcoming operations.

Responsible Entity

- Mono County Office of Emergency Management

Target Completion Date

- Ongoing

10. **The winter storm caught many in the public unprepared to handle the volume and duration of the event.**

Recommendations

- Ensure advanced timeliness of public messaging across multiple modes of communication, including the County website, emergency alert notification, and media briefings.

- Provide ongoing personal preparedness messaging and education campaign throughout the year to the year-round residents and short-term renters.

Responsible Entity

- Mono County Office of Emergency Management

Target Completion Date

- Ongoing

Incident Timeline

The following is a timeline of events during the 2023 Winter Storms. This is not all inclusive, but provides insight into the incident duration and activity.

Tuesday, December 22, 2022

- Temporary Highway 395 closure in the Walker Canyon due to a rockfall.

Thursday, December 29, 2022

- County-wide sandbag inventory.

Sunday, January 1, 2023

- Antelope Valley power outage – Liberty Utilities.
- Warming Center opened – Walker Community Center – deep snow preventing access to center.
- Winter storm preparedness messaging – PIO

Tuesday, January 3, 2023

- Warming Center/Shelter preparatory meeting.

Wednesday, January 4, 2023

- California Governor declares State of Emergency.
- EOC operating at a Level III activation – routine watch and warning activities.
- Cal OES state-wide storm briefing.
- PIO Storm messaging – Mono County/TOML.

Thursday, January 5, 2023

- Heavy snow with whiteout conditions – Hwy 395 closed from Gorge Road to Bridgeport.
- EOC – Level II activation – certain EOC team members are activated to monitor a credible threat, risk, or hazard and to support the response to a potentially evolving incident.
- PIO preparedness messaging – propane tank clearing and safety.
- Post storm assessment meeting.

Friday, January 6, 2023

- Cal OES state-wide storm briefing.

Sunday, January 8, 2023

- EOC – Winter storm planning meeting. 2023 Winter Storm portal opened on https://ready.mono.ca.gov/

Monday, January 9, 2023

- Code Red/GEM emergency alert – extreme avalanche threat on east facing slopes throughout Mono County.
- Evacuation order/emergency alert above June Lake Village – Temporary evacuation point opened at the June Lake Community Center.
- Mono County proclaims Local State of Emergency.

Tuesday, January 10, 2023

- EOC activation level I – full activation. EOC meeting held virtually on Teams due to closed roads and hazardous conditions.
- Evacuation order – avalanche danger – Long Valley
- Power outage – Bridgeport – 166 customers affected.
- Hwy 395 closed from Inyo County line to Bridgeport.

Wednesday, January 11, 2023

- Evacuation orders lifted in June Lake and Long Valley.
- Temporary Evacuation Points closed.
- Warming Center opened in Bridgeport – Memorial Hall.
- Lower Rock Creek Road washout/flooded.

Thursday, January 12, 2023

- Hwy 395 opens.
- PIO preparatory messaging for new storm system.
- Power restored to Bridgeport. Warming Center closed.
- Snow storage is becoming an issue.
- National Guard helicopter assisted in the removal of snow from mountain top emergency radio repeaters.

Tuesday, January 17, 2023

- PIO Messaging – Increasing snow load danger to structures. Precautions in extreme cold.

Wednesday, January 25, 2023

- Storm damage survey launched on https://ready.mono.ca.gov/

Thursday, January 26, 2023

- January winter storm After-Action meeting.
- EOC downgraded to Duty Officer status.

Friday, January 26 through Thursday, February 23, 2023

- Break in storms allowed for recovery efforts.

Friday, February 24, 2023

- Winter Storm Planning Meeting
- EOC Level II Activation

Saturday, February 25, 2023

- Evacuation order due to avalanche threat in June Lake. Temporary evacuation point opened at June Lake Community Center.
- Approximately 15 people were trapped in drifting snow on the Benton Crossing Road. Rescued by CHP, MCSO, Mono County Road Department, TOML, SAR.
- Full closure of Hwy 395 from Gorge Road to Bridgeport.
- Walker Canyon closed due to avalanche concerns.

Sunday, February 26, 2023

- Rare blizzard warning issued by NWS.
- Winter storm briefing.

Monday, February 27, 2023

- Multiple avalanches closed Hwy 395 at Mono Lake. Multiple power poles were destroyed in the avalanches.
- All power out from Lee Vining north to the Mountain Warfare Training Center. 922 customers impacted. No ETA on restoration.

Tuesday, February 28, 2023

- Mono County proclaims second Local State of Emergency.
- A Warming Center opened at the Bridgeport Memorial Hall will transition to shelter by evening.
- Residential propane is getting low in Mono City.
- Mono City Fire Station opened as a warming center.

Wednesday, March 1, 2023

- EOC Level I activation.

- California Proclaims State of Emergency for 11 Counties (including Mono County).

Monday, March 6, 2023

- Runoff/Flooding Preparation meeting
- Power restored to Bridgeport and Mono City via hydroelectric from Lundy Lake and generator power south of Bridgeport.

Tuesday, March 7, 2023

- An IMT Activation call was facilitated at 20:00. The overall operational strategy is to support both counties in standing up their EOC:

Wednesday, March 8, 2023

- CAL FIRE IMT2 traveled to Bishop, CA

Thursday, March 9, 2023

- 0930 CAL FIRE IMT2 team briefing.
- 1200 CAL FIRE IMT2 in-brief with Inyo and Mono County EOC representatives and leadership. Situational update, report on resource needs and overall conditions, actions, and needs per county. They worked with County Officials to identify and designate personnel to staff out the ICS structure for the EOC. They also worked with the designated OSCs from each County to identify their critical needs and begin working with them to make requests through CAL OES.

Friday, March 10, 2023

- Set up Unified Inyo/Mono Emergency Operations Center (EOC)
- Priorities identified by the ICs as life safety, critical infrastructure, and ingress/egress. CAL FIRE IMT2 Operations Section worked with the EOC OSCs to continue to identify the critical needs and how to communicate information that needs to be communicated to the other sections, in order to facilitate the development of the Emergency Action Plan (EAP). Further established the ICS organizational structure and roles and responsibilities.

Saturday, March 11, 2023

- Benton Crossing Road closed due to erosion damage.
- 911 lines down.
- The following roads are washed out in the Tri-Valley: Crestview Drive, Dawson Ranch Road, Black Rock Mine Road, Joe Main Road, Rabbit Ranch Road, and Yellow Jacket Road.

The following meetings were held daily through the Incident Management Team from March 9, 2023 to March 24, 2023.

- 0730 – Operational Briefing
- 0900 – Public Information Officer (PIO) Briefing
- 1100 – Command &General Staff
- 1500 – Planning Meeting

Sunday, March 12, 2023

- Mono City Water District system is struggling. Boil water order in affect.
- Portable showers from HHS are available at the Bridgeport Shelter.
- Mineral County will be delivering firewood to Mono City and Bridgeport.

Monday, March 13, 2023

- Request for National Guard assistance submitted through Cal OES.

Wednesday, March 15, 2023

- The Mono County Office of Emergency Management (OEM) has developed a survey to collect information from property owners and businesses who have experienced damage to their property/properties as a result of the recent series of storms.

Thursday, March 16, 2023

- Hwy 395 opens over Conway Summit.
- Hwy 167 open.

Friday, March 17, 2023

- Mono County continuing to work with over 100 pieces of heavy equipment and operators, not including the work being done in Mammoth Lakes, Caltrans work on 395 and 203 or SCE doing their route. Mono County maintains 600 miles of road.
- **Crowley Lake Area: Roads reopened today**: Lower Rock Creek from Swall Meadows north to 395. **Roads still closed:** Upper Rock Creek. **Work accomplished:** hauled snow out of Crowley, Toms Place and other impacted areas **Tomorrow:** Continue hauling from above areas, and begin to haul snow out of Sunny Slopes.
- **Tri-Valley Area Roads reopened:** Crestview Drive **Roads Still Closed to residents only:** Black Rock Mine Road, Dawson Ranch Road, Joe Main Road, Rabbit Ranch Road, Yellow Jacket Road, Fish Slough Road, Chidago Road,

Adobe Ranch Road **Work accomplished:** Got a Dozer delivered which is accelerating the work. Continuing work on all roads and drainage repairs. **Tomorrow:** The focus will be on the various drainage solutions.

- **Lee Vining Area Roads still closed:** Poole Plant Road **Work accomplished:** 60-plus loads of snow were hauled out of June Lake **Tomorrow:** Will continue to haul snow out of June Lake
- **Bridgeport/Twin Lakes Area (and Mono City) Roads still closed:** Twin Lakes Road above Mono Village, Virginia Lakes Road, Lundy Lake Road **Work accomplished:** worked on snow deposition area and hauled snow out of Bridgeport, worked on shoulders in Walker. **Tomorrow:** Continuing operations of today.

Friday, March 24, 2023

- Cal Fire IMT demobilizes.
- Mono County EOC operating at Duty Officer Status.
- Spring Runoff Meetings continue.

Friday, April 7, 2023

- Highway 395 opens between Lee Vining and Mono City.

Sunday, April 9, 2023

- Spring runoff is impacting Bridgeport PUD infrastructure. Cal OES is working with PUD to supply septic pump tracks to prevent loss of service.
- Localized flooding out of Aurora Canyon impacting residences. Cal Fire crews assisting with sandbagging operations.

What do you believe Mono County could have done better in its response to the Winter Storm Emergency
They could have fixed the road properly when it first washed out so that it wouldn't have continued to wash out.
Suspend nightly rentals and/or have mountain close. Plow roads at least once every 24 hours, bring in backup people and equipment and house them. Had multiple friends ask for assistance in roof shoveling bc of structural issues, they received no response for weeks and then some random carload of men that didn't speak English showed up with no ID and said they were there to shovel (in all fairness I'm not sure which agency they contacted) but it was very weird.
Shut down town during big storms
Clear upper road quicker/gate access
Yes, Mono County could have done much better in its response - the response was unacceptable. And I say this as a former government employee who knows that bureaucracy can hinder help in these situations. The lack of Caltrans and County heavy equipment available/in working condition was absolutely abhorrent. There was minimal communication between county officials and people who were trapped in their homes. No one knew when help would arrive or what was happening and that is unacceptable, especially considering that social media and cell towers were still working. And please hold SCE accountable for their shoddy equipment - push them to put our power lines underground immediately.
COMMUNICATION! Especially with the avalanche on 395 that isolated Mono City, there was little communication as to what was being done and when. There was little communication about the plowing or condition of 158 (which is a county road), bit about any emergency measures. I don't do Facebook, so there has to be a better way to communicate with residents of Mono County. Also, tourist offices were encouraging people to come up here to visit, but at least here in June, we were unprepared for the influx of people. There were so many people at June Mountain on some weekends, that people parked illegally on 158, which was dangerous for all concerned. The County has to get control of this situation!
Enforce rules regarding snow management
Get FEMA assistance for opening roads, clear roofs and lower food and gas prices
Clear streets better. I am a healthcare provider, a Dr. And my street was snow logged.
More staff for plowing, prepare ahead of time, bury power lines and propane lines. The propane tanks are understandable in the more rural areas of the county but for the concentrated regions, as in Mammoth/June the propane should be piped in and the electrical wires should be underground! This can help aesthetically and with fire risk come summer also!
No help available clearing driveways in the northern part of the county. The elderly were stuck. We spent a good portion of our winter clearing many driveways more than 1 time each. We are older and retired. It was exhausting, and not sure in the future will be able to do the same again.
I do not know at what point the county requested state/federal assistance, but the perception was that there was either a delay in the request, a downplay of the situation, and/or a lack of coordination, which resulted in a delay in obtaining support from outside agencies. It would have been helpful and reassuring to have official county updates, daily, to the public, from the beginning. Many residents, including myself, had to resort to unofficial updates from others on Facebook, as well as to ask for assistance on Facebook. I personally phoned state and federal representatives to request a response early on, and their offices were not aware of the situation. Once there were daily county updates, they were buried on an obscure link on the County website.

Assistance in driveway clearing
Better prepared road department and Caltrans to remove snow from roadways.
Consistent and timely dissemination of information. While the county does use social media some I think they could be effective with more frequent information about key community info - road closures, potential weather impacts, etc. They do this some, but because there is no local "news" source that is dependable, having more frequent posts is useful.
Plowing roads for a start. We went days and days without being plowed leaving it impossible to get in or out of our house. Couldn't get shovelers to the house. Actually no help what so ever. The only help for residents was offered by MMCF in the form of help with propane tanks and roofs.
contacted property owners - lots of renters in mammoth couldn't get landlords to respond and help.
Hold second homeowners responsible for clearing their propane tanks and roofs.
Clean the streets better and faster after the storms to give room to residents to clean their homes
Brought in reinforcements earlier. Assisted with roof shoveling,
Benton crossing road, 120 and any other seasonal county roads need to be reported as closed to Google/apple/Waze etc as soon as they close for the season. The level of snow frothing stupidity on the roads was breathtaking. Grocery and diesel deliveries need to be prioritized with the CHP during prolonged road closures, it was nuts attempting to grocery shop. More detail on what the implications of, and definition of, getting your house inspected and then yellow or red tagged would have been helpful so people could have been prepared to vacate. I'm not sure what all you guys have for PR infrastructure, but getting extreme weather event notifications out via southern California news stations could have also been helpful since most people who need to know don't live in mono county
Plow my road
Helped clear roofs sooner, our complex just lost its snow storage, we won't be able to afford another assessment as we live in work force housing
Availability of information about resources. Updates in real time about federal and other assistance to both municipalities and homeowners. Swift road and building repairs (the national guard didn't know what they were doing and local contractors had to manage them). Real time assistance in addition from road snow removal: so much is being spent on incomplete building repairs that could have been avoided. More resources to open the passes sooner: our economies rely on that tourism. Making sure we have consistent food and power. Keeping water infrastructure intact.
Actually have maintenance done on vehicles have staff on call. Call in extra help when needed
N/A
When area of June Lake are evacuated for avalanche risk, specify WHICH fire station you are talking about, or use road names instead of confusing people by saying "btw fire station and reverse creek campground"...also, instead of an exclamation mark or a slide that just says PRESS RELEASE, provide relevant information in the post image - eg a map or something of the evacuation area.
Put pressure on Cal Trans to keep 395 open. Closures were overly restrictive at times. Mountain employees were shuttled to Bishop in buses, but I couldn't leave in a well equipment 4WD with chains. Bullshit.
Mono county did a great job
Don't keep piling tourists into a freaking disaster area. All the publicity about the great skiing made everything worse for us locals. If Mammoth gave a crap about its residents they would have

closed the ski area during the worst times. It made me hate skiers. We were trapped in our homes, watching ads for the epic season on the mountain.
Actually, helping us during the disaster. County supervisors, county staff, and sheriff staff were not present. Our community needed help and it took too long and hard to get help. We are lucky no one died in our community, and it was due to some fantastic volunteers that our community made it out of it and the county has done nothing to recognize them or their help and response during it. Shame on the county for taking the credit for getting through the winter and disaster and not recognizing the few that were out there in the cold and snow and away from their homes and families helping others.
Helped clear roads for emergencies. Cal trans couldn't keep up, especially with the avalanche. We also need snowplows in Mono city. There were days we didn't get plowed adding up and making it almost impossible after 4 days. We need a plow stationed here at the firehall.
Mono county really dropped the ball on keeping our roads open. 395 was completely closed down countless times and highway 158 between boulder lodge and north shore drive was closed for 9 weeks straight. The status of North Shore drive was completely unsafe to drive on with crater sized potholes and driving ruts throwing vehicles around. Avalanche mitigation equipment is installed on the hillside next to HWY 158 and should have never been closed for more than a couple days at a time.
I believe the public needs to be able to take care of themselves and that the County resources may be available but not to rely on government assistance. PSA and emergency information seems to have been available through Facebook. A Facebook account is required to view the sheriff department information etc.- I think an open platform that does not require a social media account should be made available to discuss operational situations.
The Mammoth Mountain and Town of Mammoth Lakes marketing machine was deplorable during this time. Sending out dump alerts when the grocery store didn't have food for residents or the town running out of diesel for plows. The state of emergency was called about a month too late. The impact of the tourists during the storm stressed limited resources. As a resident, I didn't leave the house because it was too dangerous to drive around town yet the marketing machine was telling people to come. There are bigger issues as well. Many condo complexes do not have or pay for adequate snow storage and it ends up taking up town streets making driving conditions even more dangerous. Most of these condo complexes are majority owned by out of town residents and Airbnb. The snow is magical, it's beautiful but the amount we received last year was dangerous and it is irresponsible of those businesses to create FOMO for people from SoCal who think their Tesla can handle the conditions. I won't even mention that most the time the mountain could only operate 2-3 lifts. Bottom line, the county should have some sort of power over the mountain/town marketing message during these disaster times.
clean out ditches and culverts, enlarge canals and culverts
not sure
I don't know that they could have done any better, except have more and newer heavy equipment available for clearing roads Communications for those without modern technology was limited at best
nothing
subsidized roof shoveling and other preventative measures
Don't know that there was anything more that could be done.
Plow Chateau Road to it's proper width and not worrying about other neighborhood roads not service by a bus before the Redline started running at 7 AM.

Not much more than they did given the severity of the conditions.
I'm probably not totally sure what was Mono County responsibility and what was TOML. We were pleased with general snow removal around town and communication about road closures and conditions. We had a lot of confusion about Benton Crossing Road closure. We had a few camping spots reserved at Benton Hot Springs in the Spring and were unsure about access via Benton Crossing Road being open or closed.
Mono County and Town of Mammoth Lakes did as well as anyone could for snow removal!
You need to employ more staff so you can have more snow plows and machinery clearing the roads 24 hours a day along with trucking the snow out of town earlier. I think once you know that the town is receiving a certain amount on snow over a certain time frame an emergency plan should go into place straight away to start shoveling roofs etc. This didn't seam to happen until it was too late. One big change I believe you need to change is during snow storms is having a check point as you drive into town. If vehicles down have snow tires and 4 wheel drive they shouldn't be able to go any further and must park out at shady rest which gets turned into overflow parking. Then there is another check point at the village for people that want to go to Main Lodge. Again you must have snow tires and 4 wheel drive to go any further. There is way too many people that get to Main Lodge and Canyon Lodge in vehicles during storms that aren't equipped and cause huge issues.
Provide more snow road clearance.
Help keeping the roads plowed. More quickly getting 395 opened north of Lee Vining.
Better County Snow Removal Equipment close to Mono City as it all lives in Lee Vining or Bridgeport so with the roads closed Mono City had no snow removal when we needed it the most.
Have better and more reliable snow removal equipment
I think they did the best they could.
It seemed there was a lack of preparedness regarding snow removal equipment. Equipment was often breaking, there wasn't enough equipment, and/or equipment couldn't access areas needing attention.
1) Offer National Guard to residents to help shovel the snow load off of roofs and around propane tanks. There is no one available to help with this unless you are wealthy and can afford very expensive snow shovelers. 2) Hauling out the high snow berms in the neighborhoods in early March, instead of waiting to do this in the middle of April. The town of Mammoth Lakes does a good job hauling snow away from essential services and the grocery store and hospital, but didn't do this for the neighborhoods impacted until it was too late.
not sure
Plow the road Lakeview drive, as well as mono city roads, get 395 open sooner, your website is very confusing and did not provide info on monetary support despite being directed there by supervisor. Lack of financial assistance.
warning emails about snow fall and extra workers to clear snow on properties
I think you probably did a good job, also working with the town in getting out information
Better status reports re avalanche removal, assist with alternatives for mail, Ups/FedEx, flexibility on school to be held locally, especially elem, Bussing thru storms & avalanche areas added stress to stress.

More fuel on standby, but I feel it was not %100 in our control. I feel the county did an amazing job.
Quicker help to residents in Mono City.
More timely social media alerts with clear and concise language.
Declare a County Emergency earlier.
Opened Benton Crossing Road sooner, and make repairs.
Prepare
In Mono City, an area is needed for dumping snow cleared from County maintained roads. Residents should not be blocked from road access, nor have flagged items such as house water cans, personal vehicles, and fire hydrants covered in plowed snow. In addition, the County could install--at the fire hall--tanks for diesel and gasoline storage. During the extended power outage, some Mono City residents did run out of fuel for generators and could not heat their homes (when possible, most evacuated). And, as promised by Supervisor Gardner, the County could reimburse half the cost for purchased generators.
Bridgeport was supposed to have Edison with a back up generator YEARS AGO...the county never pushed it. What about our post office? The ability to get the road opened? Keep the finger pointing, or take the lead!
Both Mono County and Cal Trans dropped the ball this past winter. Yes it was a heavy winter however as a longtime resident of June Lake i have seen winters like this before and not just once. Northshore Drive was not built to give Cal trans an excuse to close 158 for the majority of the winter. HWY 395 is meant to be open as it is the ONLY state artery north on the east side. Perhaps if one of the so called engineers had spoken to a person with a high school degree from the 80's they would have been informed of what would happen if an avalanche occurred at that monstrosity of a chain link disaster they constructed north of Lee Vining. Anyone with any common sense would have told the Millennial Snowflakes that designed it there is no way it would withstand an avalanche and it would fail causing a mess that could not be cleaned up with snow removal equipment. Cal trans and the county have cut their snow removal budget each year in favor of programs that don't benefit commerce and transportation in this county, and it finally exploded in their face. You ask what could the County do better? Simple, replace the Board of Supervisors with a group of people that have the benefit of this county in their best interests. Hire a Public Works Director that can anticipate, schedule, plan for and respond to situations in a timely manner. Why don't you start with these two simple tasks!!!
Hire more winter seasonals for snow removal, figure out how to convince Caltrans to do the same.
Better and more timely plowing for the Zone of Benefit in Petersen Tract
We need more help with plows. I'll drive one if needed!!!
1. Be better prepared for snow!!!!! It happens and is a fact of life. Make an investment in snow removal equipment. I work in Bridgeport and live just seven miles outside of town off of Twin Lakes Road. Although the County snowplow operator usually made it out to our area by mid-morning, there were a few times where they didn't come at all and we were stuck until the road could be cleared. The cited reason was ancient equipment and lack of maintenance of such equipment. Another part of the reason was lack of accountability and supervision on the part of the operator. On a regular basis, he left large 4' berms of ice that blocked our driveway. While at the same time, he would plow our neighbor's driveway up to his garage because they worked together and were friends. He also, on many occasions escorted the neighbor home by plowing the road from the townsite to their

driveway while I had to tuff it out and push my car through feet of snow in whiteout conditions. This is not equitable treatment of taxpayers. 2. Invest in backup generators for County buildings. Our building was closed for over a week but the work didn't stop. Some of us had to work in the dark cold building. 3. Coordinate and assist communication providers keeping services going. During every power outage we lost ability to connect with the outside world including internet and cell phone service. There is a tower in town but when the power goes out it depends on a backup generator which only has enough fuel for a day. My neighbor was stuck in her house for days, ill and unable to call out and physically unable to dig out. We didn't know she was there until days later, when we were able to get to town, we picked up a voice message from her distressed family members asking us to go check on her.
I don't believe Mono County could have done better with the resources it has. Warnings were given as early and accurately as possible.
Dedicate more equipment and man power to snow removal from roads
Encouraging local residents to help each other. This might be in the form of CERT teams.
I don't know. Can Mono County staff plow private roads under such circumstances?
COMMUNICATION!!!! There was virtually no communication about the situation, including road closures (primarily 395 but also 158). It might have been on Facebook, but we do not do Facebook. MONO CITY: We do not live in Mono City but got frantic phone calls and texts from friends who do asking for help after the avalanche closed 395. More needed to be done to help them, but also to communicate with the rest of us as to what the County was doing. ROAD CONDITIONS: Because of the closure of 158 in the avalanche area, cars were sent to June via North Shore Drive. The conditions on that road were HORRIBLE. I personally witnessed two cars sliding into snow banks at the side of the road. The road was not well plowed and certainly not well maintained. This made it dangerous for those who live here to do our normal tasks, and for tourists who were unaccustomed to the conditions. 158: This is a state road (as opposed to County) and at times was plowed with one lane in either direction. Yet, people were parking there because there was not enough parking at June Mountain, which made the situation extremely dangerous for everyone. We thanked a Highway Patrolman who finally was ticketing.
Obsolete snow removal equipment should have been replaced years ago. Old equipment resulted in equipment being out of service frequently which delayed snow removal in certain areas. Local operators need greater logistical support such as food and a place to rest due to long work hours.
Unknown
Have more road clearing in the Sunny Slope community. Glad we didn't need any emergency care as they would not have been able to get to us.
Power out for 8 days would have never happened that long in mammoth lakes.
Forced Caltrans to do a better job of clearing Hwy 158 and keeping 395 open even if they did this with pilot cars
We need snow removal equipment that lives in Mono City as we didn't have any as equipment lives in Lee Vining and no one could access Lee Vining since the avalanches closed 395 along Mono Lake.
I realize there was a shortage of workforce and equipment failures, but I'm not in a position to tell you how to fix that.

better vigilance on the roads, earlier repair. I don't know if there is a way to get Cal Trans to increase the priorities. Also don't be funding work in Yosemite when there are great needs in the County
You guys were great! The road shop helped move snow & reduced flooding.
Too many storms resulted in June Lake streets not being cleared. Only more snow removal equipment would help
I think mono county did a great job for a very serious winter
Been better prepared. Need avalanche bypass options, better avalanche prevention strategies. Power grid enhancements. More.
You must make sure that TOML does NOT run out of diesel fuel again. When it first happened, I thought, well that's extremely unusual (30+ year resident here), and it won't happen again because they will be better prepared. And then, it happened again! I know there is no control over snow and highways closing, but there is absolute control over making sure there is enough fuel that is stored. Trucks to remove snow should have been employed way sooner than they were.
Provide better backup cell tower service. Propane tanks ran out when winds and heavy snowfall knocked down power lines
Respond earlier in the season. Roads did not naturally melt; equipment wasn't winter ready.
Road maintenance equipment needs to be better maintained and ready for use.
Communication, both timely & accurate, is essential. The messages were not accurate at all. People had to drive to the bottom of Rock Creek Road just to find out if the road was open. This was often a safety risk. Deploying Wheeler Crest Fire & Paradise Fire, helped with more accurate information and helped keep residents from heading into dangerous road conditions. Swall Meadows definitely needs better snow removal! 1 loader drive is not enough! People were trapped in their homes for multiple days, the fire station was frequently not plowed out & there was no loader driver due to time off. This really needs to change! There needs to be more frequent communication (at least 2 times a day) about the details of the emergency with all county residents especially those small outlying residents. Having updated information allows people to plan & respond appropriately. Not just emergency alerts. There also needs to be better communication between Mono & Inyo Counties regarding roads like Lower Rock Creek Road.
New snow removal equipment and having back up parts on hand that commonly break
Mono County should have pushed SCE and Qualcomm to assess the avalanche areas sooner than they did. Two clear days took place before we in Mono City heard and saw helicopters flying, and those two days felt very long. Perhaps Mono County could have connected local avalanche experts with SCE's out-of-town employees to ensure the assessments went more smoothly. SCE and Qualcomm plows also sat idle in Lee Vining when they should have been put to use, jurisdictions be damned. The Sheriff's office calling out locals skiing between Mono City and Lee Vining was not helpful, especially when Caltrans staff at the road closure site said nothing to discourage the practice. It would also have been helpful if Supervisor Bob Gardner could have been in touch with his constituents in Mono City and Lee Vining sooner than he was.
Accessibility/phones/communication. Need Schedule/clarity of when roads were going to be repaired when we are waiting and in triage and dealing with public.

More Understanding and empathy by county department upper leadership that although we were in emergency we still had tremendous public/travelers accessing our private and public lands so basic needs (roads bathrooms trash) still needed to be taken care of- - and if not, have visitor centers discourage/avoid publicizing/encouraging people from visiting impacted areas instead of sending them to places with bad roads and no resources which negatively impacts and strains the communities (that were trying to piece together our homes and businesses) further.
Not sure
Position snow removal vehicles strategically (near communities, junctions) ahead of storm closures. Work with California and Nevada governments so that NDOT can assist with highway opening in CA (eg SR 167). They were not permitted to assist us; very frustrating.

What do you believe Mono County did well in its response to the Winter Storm Emergency?
I know they were busy with other problems, but they still haven't repaired the road so that it will hold up to future flash flooding at Rickey Canyon.
I think communication was ok, but I really don't remember who I saw info from: county, town, sheriff, etc.
Closing roads and posting on social media sites.
Website up-dates
At end, helped get emergency snow removal in action. HOA plows broken all over
Eventually escorting us out of the neighborhood via the sheriff's department.
When the emergency measures finally kicked in, Mono County office of emergency services seemed to move quickly.
Bulletins regarding avalanche conditions
Supply sandbags
Clearing of main streets
Everyone worked very hard! There was good communication with the public.
No response or presence in our area.
From the beginning, the members of Bridgeport Fire, the deputies, and medical staff worked diligently to provide for all types of needs. The best communication came from Brianna Brown on Facebook. I am not sure if she was part of the ICS or acting on her own. However, once the command post was set up in Inyo County and there was a response from outside agencies, the communications and response greatly improved.
Response to neglect in road grading
Good social media information.
I believe Mono County did an exceptional job in a highly unusual situation. They showed a high level of preparation & capability for this kind of event. Roads were generally well handled - particularly considering the situation. Obviously state roads were a different situation. Resources appeared to be deployed in a well-orchestrated manner. There was no "panic" and my perspective is that Mono County was calm & deliberate in how they deployed resources.
I'm not even sure what they did so I can't give an answer.
Maintenance did the best they could clearing the roads, but more resources were needed.
Not much
When it did bring in reinforcements, they worked well to widen our road and provide better access.
The text alerts and calls were great. The practicality of doing things like clearing 25' deep snowbanks from propane meters against our houses was not. We recognize everyone was doing the best they could under extraordinary circumstances.
Plowed the main roads. Eastside, Larson and the 395
They did the best they could. Alerted the public to incoming storms
MUSD did well. Mono did the best they could. We need to be better prepared for the next heavy winter. There's so much to do after we saw what went wrong this year.
Not much in my area
Good road services, and rural assistance.

It was a crazy year. You guys did your best to manage a lot of insane situations. The roads were hard to clear and snow storage was tough. You did an overall great job. I did reach out to Public Works about clearing Test Station Road to South Tufa for trips that I was leading, but it wasn't going to be possible. I appreciated Public Works replying to my email about this after I contacted Bob Gardner.
No. Town was allowed to run out of diesel. Both city pumps and gas stations. Limited food available.
Kept roads open
Getting supplies to people who were completely cut off seemed to be a positive...
Not much. It was appreciated that they allowed the memorial hall to be opened
Communication was ok, Mono City did the best job with an online group.
Absolutely nothing. You guys screwed everyone and left everyone to handle things for them self.
It has been months since the storms of 2023 and frankly I've tried to forget how we were impacted. I suspect there were MANY things Mono County employees did well during the storm cycles.
The repair of the roads went swiftly and with little interruption.
We had no way of getting out of our property- and my husband is on dialysis. Our neighbor gave us permission to put a temp road on their property and Mono County and Fire Department employees brought a backhoe and put one in. The flood was on Friday and the road was in on Monday. Not to sound too dramatic but this saved my husband's life. Very thankful for our neighbor and Mono County's help.
none of the above in Hammil Valley
road repairs and clearing of the roads
got Red Cross here fast and then other emergency services (FEMA, CalOES, etc.) checked on and provided help for elderly and incapacitated
So much plowing!
kept things moving
everything
Thanks for bringing in crews to help with snow removal and emergency response.
I think overall road snow removal was very good except as noted above. I don't know if Mono County or TOML was responsible for this.
Consistent day to day presence to provide info and updates.
We appreciated the social media posts from the Sheriff's department about road closures and conditions. We appreciated the emergency phone calls about road closures and conditions. The closure at Mono Lake seemed to get open sooner than we had initially anticipated.
Snow removal and keeping ESTA buses running
I'm sure they did everything they could like everyone in town.
Don't know.
Frankly, didn't hear much about the Mono County response. But we had shelters for people who needed housing after damage to structures. Didn't hear anything about food issues from anyone, so that must have been OK.
Chris Mokracek communicated very well with me & other agencies. He helped us Mono City residents obtain necessary emergency items. Sheriffs did an amazing job doing well checks & escorting residents over Conway to obtain fuel & food when we were trapped!
Did a pretty good job overall considering the very big winter we had.

Their efforts were impressive and deeply appreciated.
The best outcome seemed to be a collaborative effort between multiple residents and agencies. Unsure how involved Mono County was l, but I assume they were.
Not sure
Provided gas for mono city generators
Information was readily available in the two newspapers, & also from the Town's emails & updates
Visit by rep Gardiner, food bank del through NV (the type & quantities could have been better-had some waste), & portable generators. Help from CalFire was critical, though almost too late.. lots of damage already happened.
Everything
The Town did so poorly that we couldn't safely leave town. So, I can't really respond to this question with regard to the County's response.
The Code Red alerts were appreciated as was the information on the Mono Ready page.
Bringing in Mutual Aid
Kept residents informed.
In Mono City, the County was helpful in supporting the efforts of the fire department and community members who stepped up to keep our residents safe, warm, and fed.
Mammoth.... but that’s where the money is.
NOTHING!!!!!!!
Not sure. While the emergency was happening, I was busy removing snow for 25 days in a row and probably wasn't paying attention.
Closing 395
Sent a survey but honestly, they didn’t really help us at all
Not very much.
See above #9.
Stayed out of our way.
Remained functional in spite of many obstacles.
I don't know. Pretty much couldn't get off my property for a couple of weeks.
Very little!
Somehow managed to keep the old equipment running.
Yes
Good thing we had Race internet so we had service to stay in touch with neighbors to help each other with snow removal and getting food and/or medication for people that couldn't get out.
They did what they could
Nothing
Communicated well with me as the community liaison including Chris Mokracek, the sheriffs, CHP, fire department
Closed the highway to prevent further problems.
Communication was okay.
See # 9 please
An open phone line to the June Lake PUD gave updated information, and offered assistance if needed
Keeping us informed as what was going on with avalanche closures

Everything it managed to do was done well.
Snow removal was great, until it wasn't.
Brought in food supplies and provided meals at community center, cooperating with FEMA
Communication between operations and the public improved significantly over previous years. ReadyMono was a big help, need to continue the website throughout the year - there's always something to report that can inform the public.
Staff were very responsive to our needs when we were trapped at our house. Crews worked diligently to repair the road.
Communication... was ok ... more is better
Deployment of Pre-Position of fire departments throughout the county to assist with emergencies and safety. Community members really appreciated fire departments patrolling and keeping an eye on creeks, rock falls from the Lower Rock Creek cliffs, road conditions and other emergency situations. Plowing when it happened, thank you, Bill! Coordinating with State emergency services to bring in needed equipment, rescue personnel & a team of experts to help oversee the emergency situation.
Once their equipment was working they were on top of thing given the situation.
Focusing resources on Mono City when we were trapped was much appreciated. The Mono City-based County and Caltrans employees--Eric Eilts, Alex Flores, Enrique Perez, Randy Walker, Tony Dublino, and others---were helpful, calm resources and worked tirelessly to plow, snowblower, check on residents, work on the failing water system, and more.
FEMA partnership. Community really came together as a team and neighbors and business community willingly shared information with each other. Amazing work by local and volunteer fire departments keeping people safe in winter!!!!! Very great news to have acquired additional road maintenance equipment with FEMA funds. Positive attitudes and support by key staff including jay and Steve on road crew, who bounced back after a challenging year.
Not sure
The director of county emergency services was very helpful.

Mammoth Lakes
CALIFORNIA

April 2024

22/23 Winter Storms After-Action Report

Town of Mammoth Lakes

CONSTANT ASSOCIATES

Table of Contents

Executive Summary

The 2022-23 Winter Season in the Town of Mammoth Lakes presented an unparalleled challenge, characterized by record snowfalls reaching up to 695 inches. This After-Action Report (AAR) evaluates the Town's response to these severe conditions, aiming to provide a comprehensive overview of the operational strengths, identify areas needing improvement, and outline key recommendations for future winter storm and all-hazards responses. The insights and recommendations derived from this report are instrumental in enhancing the Town's resilience and preparedness for similar events.

During the winter season, the Town, alongside county, state, and federal partners, encountered significant operational challenges, including extensive road closures, building damage, propane explosions, and the overwhelming need for snow removal. Despite these escalating and compounding impacts, this report highlights several strengths in the Town's response, notably the use of technology for effective real-time information dissemination, a collaborative and cooperative spirit among emergency services, and proactive public messaging that ensured community safety and awareness.

However, the AAR identifies critical areas for improvement. Key among these is the need for an enhanced snow removal strategy equipped with sufficient resources and equipment to manage unprecedented snow volumes. Furthermore, it points to the necessity for clearer communication strategies between the Town, its residents, and utility providers to ensure cohesive emergency operations. This report also emphasizes the urgent need to improve the structural integrity of buildings to withstand such extreme weather events, suggesting a review and update of current building codes to incorporate standards for heavy snowfall resilience.

The recommendations aim to address these areas, advocating for developing clear protocols for emergency operations, strategic investment in infrastructure and equipment, and a bolstered approach to training and preparedness exercises. By implementing these suggestions, the Town can significantly enhance its capacity to respond to and recover from future winter storms, thus safeguarding the community and its infrastructure against similar challenges.

In conclusion, this AAR serves as a call to action for the Town and its partners. It urges proactive measures to mitigate risks associated with heavy snow and ice accumulation, including adherence to safety standards and improved coordination with regulatory authorities. By taking these steps, the Town can strengthen its emergency response framework, ensuring its residents' and visitors' safety and well-being in the face of future winter storms.

Introduction

A Mammoth Thank You!

The Town of Mammoth Lakes would like to extend its sincere gratitude to all personnel, partner agencies, and community-based partners who supported response operations during this multi-month and multi-hazard severe weather emergency.

Despite the complexity of the winter storms, response efforts highlight the unity that was required to help overcome the challenges presented. For this, the Town would like to thank everyone who contributed to this report's development by completing the survey, participating in facilitated discussions, preparing incident documentation, and validating key input.

A special thanks is due to the Project Planning Team for providing ongoing project oversight and feedback on the report. A full listing of the Project Planning Team can be found in the Appendices.

Purpose and Scope

The purpose of the Town of Mammoth Lakes 2022-23 Winter Storms AAR is to provide a comprehensive overview of the Town's response and recovery efforts during the 2022-23 Winter Season, covering the period from December 2022 to May 2023.

Rather than listing all activities conducted in response to the winter storms, this report focuses on major strengths and areas for improvement, organized by eight themes, and provides recommendations relevant to future emergency responses. The AAR includes an Improvement Plan outlining a strategy for strengthening emergency management capabilities.

The Town contracted Constant Associates to support the AAR's development, including leading the information/data collection process, assisting in stakeholder coordination, and developing the AAR content.

Methodology

The AAR team conducted a comprehensive data collection process to incorporate valuable insight from emergency response partners. The team engaged key individuals and groups through two online surveys and ten facilitated discussions to gather pertinent information. Additionally, the team reviewed over 975 relevant documents, including existing plans, data collected during the response, Standard Operating Procedures, Incident Action Plans, situation reports, and open-source data. This approach was undertaken to ensure the creation of an accurate and recommendation-oriented AAR.

The following 29 agencies and organizations graciously contributed to the development of this report in the effort to make the Town of Mammoth Lakes a safer, better prepared, and more resilient community.

- AmeriGas
- California Department of Transportation
- California Office of Emergency Services
- Caporusso Communications
- Carlsbad Fire Department
- Chula Vista Fire Department
- Eastern Sierra Propane
- Eastern Sierra Transit Authority
- Inyo County Office of Emergency Services
- Mammoth Hospital
- Mammoth Lakes Administration
- Mammoth Lakes Chamber of Commerce
- Mammoth Lakes Community and Economic Development
- Mammoth Lakes Engineering
- Mammoth Lakes Finance
- Mammoth Lakes Fire Protection District
- Mammoth Lakes Parks and Recreation
- Mammoth Lakes Police Department
- Mammoth Lakes Public Works
- Mammoth Lakes Tourism
- Mammoth Lakes Town Council
- Mammoth Yosemite Airport
- Mono County Department of Social Services
- Mono County District 1
- Mono County District 2
- Mono County District 5
- Mono County Office of Emergency Management
- San Diego Fire and Rescue
- Southern California Edison

Incident Overview

Background

From December 2022 through May 2023, the Town of Mammoth Lakes experienced the snowiest season on record, with 695 inches of snow. The initial snowfall in December produced 116 inches of snow accumulation.

A second round of snowfall in January and February brought another 339 inches of heavy, wet snow to the mountain. On March 3, the Town Manager proclaimed a local emergency in accordance with Section 2.48.060 of the Town of Mammoth Lakes Municipal Code.

> "Getting the necessary life-saving resources to our community as a result of these relentless and damaging winter storms is the Town's highest priority."
> - **Dan Holler, Town Manager**

These extraordinary events challenged response activities and delivery of services. The Town worked in conjunction with county, state, and federal partners to overcome the operational challenges for its residents and visitors.

During the winter season, the Town faced a series of severe challenges due to intense storm events and heavy snowfall. These weather phenomena posed significant threats to the structural integrity of buildings, leading to damage to utility connections. Additionally, snow accumulation along local roadways resulted in street narrowing and necessitated contracted services to clear paths to buried fire hydrants, propane tanks, and regulatory signs obscured by snowbanks.

The town's capacity, along with that of neighboring agencies, was overwhelmed by the volume of snow, rendering streets and rights-of-way unsafe for both vehicles and pedestrians. The situation was exacerbated by Winter Storm Warnings and a Blizzard Warning forecasting up to three feet of snow above 7,000 feet, triggering small avalanches that closed roads and affected transit services.

Blizzard conditions and road closures necessitated the deployment of emergency shelters for both residents and visitors. However, the demands placed on regional resources surpassed available personnel, equipment, and facilities, prompting the need for state assistance. Consequently, both the State of California and Mono County declared States of Emergency due to the severity of the winter storms.

What was initially a winter weather emergency evolved into a multi-layer incident including building structural integrity and propane explosion challenges, forcing the Town to adapt operations to manage three different hazards.

Summary Metrics

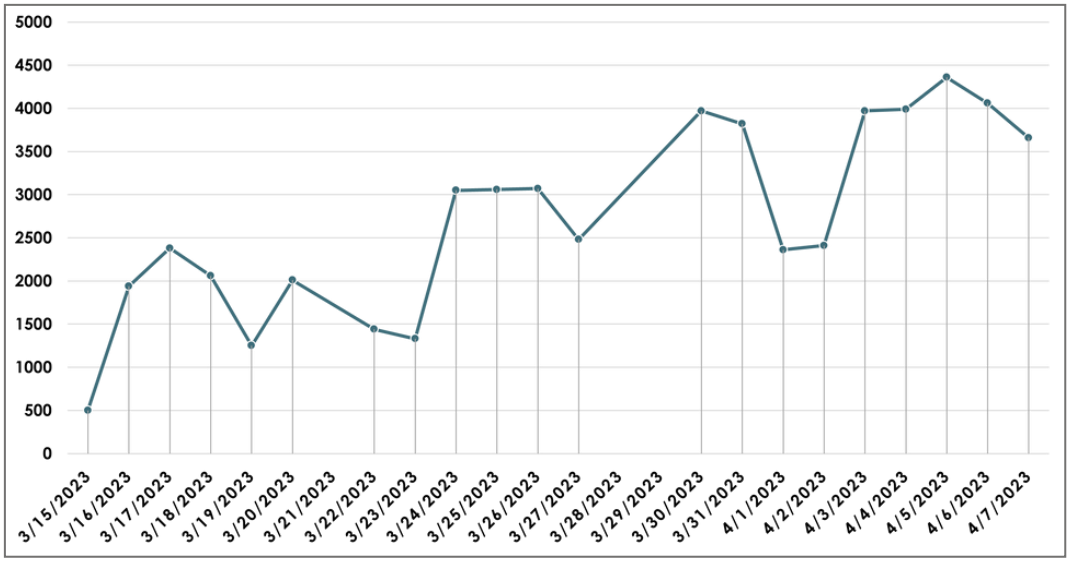
850
Structural Inspections

~77
Residents Displaced

57,000+ yd3
Cal OES Operation
Snow Removed

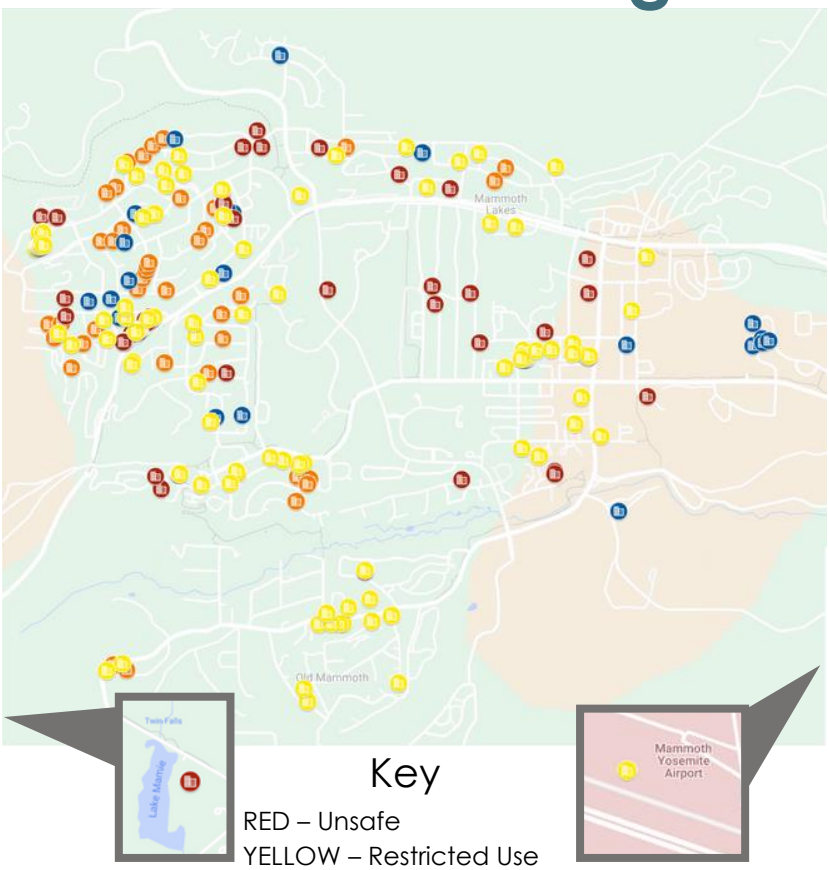
138
Propane-related Incidents

Cal OES Operation Snow Removal Graph



Reported Structural Damages

Figure 1: *Urban Search and Rescue (USAR) team adding structural support to a building.*



Key

RED – Unsafe
YELLOW – Restricted Use
ORANGE – Minor Damage
BLUE - Propane Related

Propane-related Incidents

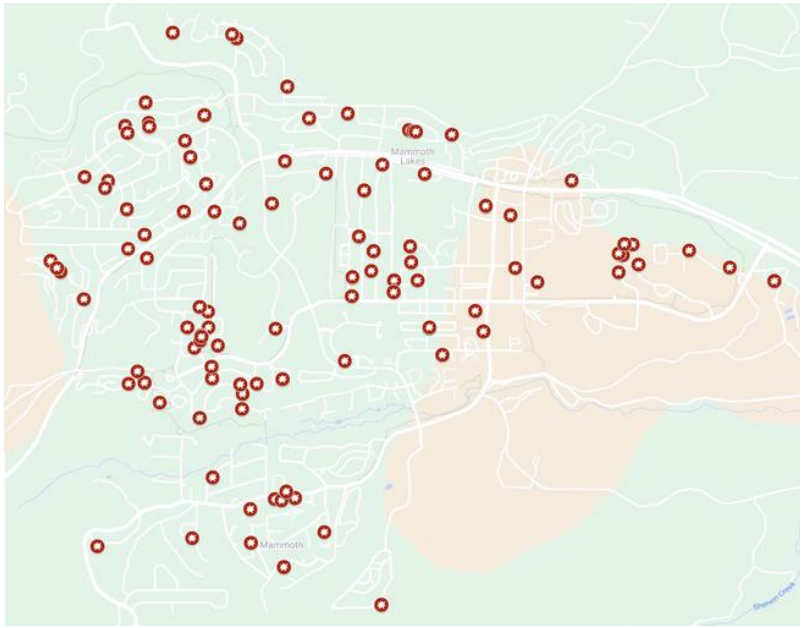


Figure 2: *Firefighters actively responding to a structural explosion on Juniper Road.*

2022-23 Winter Storms Timeline

This timeline outlines the events that occurred during the 2022-23 Winter Storm Season. This timeline provides an overarching view of the events, and additional details may be found in the *Analysis of Findings* section.

Snow Level | Average Day Temperature

DECEMBER 31, 2022

212" | 35° F

- The Town opened a Warming Center at Suite Z located at 437 Old Mammoth Road.

FEBRUARY 24, 2023

427" | 23° F

- Daily Winter Storm Briefing Meetings began between the Town and Mono County.

MARCH 1, 2023

538" | 18° F

- California declared a State of Emergency in 13 counties.

MARCH 6, 2023

568" | 20° F

- Daily Winter Storm Briefing Meeting ended.

JANUARY 17, 2023

390" | 17° F

- Emergency Proclamation issued by Mono County.

FEBRUARY 26, 2023

473" | 23° F

- NWS Reno issued a Winter Storm Warning, Blizzard Warning, and Avalanche Watch for Mono County and the Town.

MARCH 3, 2023

538" | 22° F

- The Town Manager issued a Local Emergency Proclamation.

MARCH 7, 2023

568" | 17° F

- The Town Council ratified the Local Emergency Proclamation.
- An Incident Management Team (IMT) was established and managed by Mono County.
- CAL FIRE brought in a Type 2 IMT.
- The Town shared a Heavy Snow Load Public Service Announcement.

MARCH 9, 2023

568" 20° F

- Urban Search and Rescue (USAR) Chula Vista is prepositioned in Mammoth Lakes.
- Sandbags were made available at the Town Yard.
- President Biden approved California's Emergency Declaration and ordered Federal assistance to supplement state, tribal, and local response efforts.

MARCH 13, 2023

613" 35° F

- The Town began local operations planning at the Mammoth Lakes Police Department.
- Cal OES Safety Assessment Program (SAP) Team arrived in Mammoth Lakes.
- San Diego Swift Water Team set up in Mono County Offices. The Mammoth Mall Shopping Center parking garage collapsed, crushing the vehicles parked underneath.

MARCH 16, 2023

630" 25° F

- The Town Declared Extreme Snow Load Evacuation Warning.
- The Town set up a temporary emergency evacuation shelter set up at Mammoth Middle School.
- The Town set up of Call Center for Structural Damage reports.
- Snow Removal Emergency Fund established.

MARCH 10, 2023

568" 34° F

- Daily Regional Emergency Operations Center (EOC) Briefings began between the Town, Mono County, Inyo County, Cal OES, and CAL FIRE.
- The Town established an Information Center at the Warming Center in Suite Z at 437 Old Mammoth Road.
- Winter Storm Warning, Flood Advisory, and Avalanche Watch remained in effect for Mono County and the Town.

MARCH 15, 2023

613" 35° F

- The Town and Cal OES began snow trucking operations.
- The Town received 14 trucks and a loader and operator to conduct snow trucking operations.

MARCH 19, 2023

646" 30° F

- Cal OES SAP Team demobilized.

MARCH 20, 2023

646" 33° F

- The Town shared Snow Load Advisory Public Service Announcement.

MARCH 24, 2023

667" 28° F

- The Shelter at Mammoth Middle School was closed.
- The fleet of trucks removing snow expanded to 34, with three loaders and several support vehicles to assist with trucking operations.

APRIL 3, 2023

705" 22° F

- Small Business Administration (SBA) disaster loans made available to Mono County small businesses.

APRIL 25, 2023

706 44° F

- The Town rescinded Evacuation Warning for properties damaged by excessive snowfall.

MAY 15, 2023

715" 54° F

- The Town launched the Extreme Weather Business Recovery Program.

MARCH 22, 2023

646" 25° F

- Town Council approved $200,000 of matching funds to sustain the Snow Removal Emergency Fund.
- First propane explosion occurred at the Val D'Isere Condominiums.

ARPIL 1, 2023

702" 23° F

- Propane explosion occurred at Juniper Road.

ARPIL 7, 2023

706" 34° F

- Emergency trucking operations end.

MAY 2, 2023

712" 36° F

- FEMA issued a Notice amending the Major Disaster Declaration for California to include Individual Assistance for Mono County and the Town residents impacted by the Winter Storms.

MAY 16, 2023

715" 56° F

- A Disaster Recovery Center (DRC) was opened in Mono County to support businesses and homeowners in applying for SBA loans.

Analysis of Findings

Findings are organized by eight key themes that emerged from facilitated discussions, targeted interviews, survey responses, and the documentation review. Each theme includes a summary, identified strengths, identified areas for improvement, and recommended improvement actions.

Recommendations were identified and developed from the facilitated discussions, targeted interviews, survey responses, and the documentation review. The Improvement Plan (IP) encompasses all recommendations organized in a user-friendly spreadsheet to ease document sharing and assignments of corrective actions with multidisciplinary partners and stakeholders.

Town Leadership Management

> "The Town was overall effective in establishing and working towards clear objectives... While there are areas for improvement, there was **no loss of life** due to deployment of resources and public messaging."
> - **Survey Response**

During the 2022-23 Winter Storms, Mammoth Lakes faced significant challenges due to severe weather conditions and subsequent emergencies. The implementation of a unique multi-county unified command structure marked a pivotal moment, integrating CAL FIRE Technical IMTs into the County EOC in Bishop.

The response involved the EOCs of two counties, Mono and Inyo, along with the CAL FIRE EOC. The CAL FIRE Type II IMT conducted incident response and management activities at the Town level. Initially, the Town was not involved in the decision-making process regarding the establishment of a multi-county IMT/EOC.

While no formal EOC was established at the local level and response continued to flow through the County EOC, the Town played a supporting role in the County's IMT. It established local response operations at the Mammoth Lakes Police Department (MLPD) to manage incidents locally through the working group called the Town Leadership Team, which was convened to maintain local situational awareness, ensure continuity of operations, and request resource support as needed. However, challenges arose concerning the delegation of authority and the roles and responsibilities between the Town and County for USAR activities. Eventually, the Town and County established an Incident Command Post at the theater. At this time, formal response operations with clear lines of communication between Town operations and County-wide operations were established.

Strengths

Strength 1: The Town displayed adaptability by creating a local incident response framework in real time. In response to the long-term emergency, the Town established the Town Leadership Team at the MLPD to manage the emergency, maintain local situational awareness, request needed resources, and support County operations as needed.

Strength 2: Daily communications with the County EOC in Bishop ensured that local efforts were well-informed. Drawing from the successful approach adopted during the COVID-19 pandemic response, the Town attended daily Winter Storm Briefing Meetings with the County in late

February 2023. These meetings facilitated effective information sharing between the Town and County, contributing to coordinated response efforts.

Strength 3: The Town effectively utilized prepositioned state resources. Initially provided with 14 trucks and a loader with an operator for snow trucking operations in mid-March 2023, these resources swiftly expanded to include three loaders with operators, 44 trucks, and several support staff. Additionally, the Town leveraged the structural expertise and guidance of deployed USAR teams.

Areas for Improvement and Recommendations

Area for Improvement 1: At the onset of the emergency, there was a lack of clarity regarding the delegation of authority, responsibilities, and coordination between the County EOC and the State IMTs. Upon the Type I Team's arrival at the County EOC, they found themselves unable to lead response efforts due to a lack of authority from Mono County. Consequently, the IMT could only provide support at the level of shadowing staff when they had to step away for training from their EOC positions. A stakeholder indicated that sending a Type III team with proper delegation of authority to the County EOC in Bishop may have been more effective than sending a Type I team.[1]

> **Recommendation:** Advocate for the County to develop clear protocols outlining the delegation of authority, responsibilities, and coordination between County and state IMTs. Consider:
>
> - Defining the appropriate type of IMT to be deployed based on the scale and complexity of the emergency.
> - Ensuring that all stakeholders understand their roles and responsibilities to avoid confusion during response efforts.
> - Conducting regular training sessions and preparedness exercises involving all levels of IMTs (Type I, Type II, Type III) to familiarize personnel with their roles and responsibilities.

Area for Improvement 2: Challenges with real-time information sharing and coordination among response partners impacted decision-making efforts and operational efficiency. Due to the extreme snow conditions, traveling to the EOC could take up to four hours, and some staff were unable to attend in-person briefings. Utilizing online platforms like Zoom or Microsoft Teams for operational communications instead of in-person meetings increases the ability of staff being able to attend if unable to travel.

> **Recommendation:** Encourage the County to utilize online platforms like Zoom and Microsoft Teams to conduct virtual EOC operations and meetings.

Area for Improvement 3: A lack of understanding of ICS and incident response principles negatively impacted response operations. While ICS training used to be conducted annually, this practice was disrupted several years ago, leading to gaps in staff preparedness. Building staff response capacity in the region is challenging due to turnover and the loss of institutional knowledge when staff leave. Although staff can take FEMA ICS courses

[1] Facilitated Discussion

(100/200/700/800/300/400), there is a need for continued, actionable, and hands-on training in real-world event response.

> **Recommendation:** Develop an integrated preparedness plan or training and exercise plan to document the Town's preparedness priorities for a specific multi-year period. Consider:
>
> - Utilizing existing training materials and guidance, such as the California Specialized Training Institute (CSTI) for command and general staff training for training/education materials.
> - Conducting annual refresher training on common ICS courses to ensure staff proficiency and readiness.
> - Engaging and collaborating with county, regional, and state training, exercise, and workshop opportunities in addition to locally focused training.

Area for Improvement 4: The documentation and tracking process for reimbursement of incident response costs was unclear. This led to challenges in recouping reimbursement for equipment used and services rendered throughout the response.

> **Recommendation:** Identify and train additional staff in ICS with a focus on documentation management and reimbursement procedures to ensure incident response staff is knowledgeable and prepared for future emergencies. Consider:
>
> - Developing packets of ICS forms and Job Action Sheets that are ready to use, simplifying the documentation process during emergencies.
> - Establishing standardized procedures for documentation management during a response to ensure consistency and accuracy in record-keeping.
> - Exploring the integration of technology solutions to streamline the documentation process and implement digital platforms or software applications that allow for real-time resource tracking.
> - Conducting training and exercises specifically focused on the financial aspects of incident response and recovery, including documentation, material submission, and the cost reimbursement process.

Area for Improvement 5: The current Hazard Mitigation Plan lacks detailed projects aimed at mitigating potential risks and effectively addressing future emergencies. Without detailed projects, the Town may struggle to prepare for and deal with hazards. Adding specific projects tailored to risks will strengthen the plan and help the Town respond better to future emergencies.

> **Recommendation:** Enhance the Town/County Hazard Mitigation Plan by incorporating projects and policy recommendations identified in this AAR. Consider:
>
> - Collaborating with relevant stakeholders, including community organizations, to develop and prioritize mitigation projects aligned with the Town's needs and vulnerabilities.
> - Allocating resources and funding to implement prioritized mitigation projects identified in the Hazard Mitigation Plan, ensuring a proactive approach to reducing the community's vulnerability to future emergencies.

Public Information and Messaging

The Town Public Information Officer (PIO) collaborated with the CAL FIRE, Inyo County, and Mono County PIO Teams to collect, coordinate, and disseminate critical public safety information to Mammoth Lakes community members and visitors during the response.

Various tools and methods were employed to ensure widespread dissemination of emergency messaging. Winter storm updates, NWS forecasts, road conditions, shelter locations, sandbag availability, evacuation information, propane and power line safety messages, and other resources, were distributed daily or as necessitated by storm warnings or conditions.

> "2022-2023 winter was so overwhelming, the Town did a great job of offering public forums for residents and business people to share their thoughts, grievances, and requests…"
> - **Survey Response**

Table 1: *Public Information and Messaging Tools and Methods*

Public Information Tool/Method	Description
Townofmammothlakes.ca.gov	TOML website (includes News Flash and Quick Links)
ReadyMono Emergency Alert System (Code Red)	Public subscriber-based alerts (phone, text, email)
Integrated Public Alert and Warning System (IPAWS)	Geo-fenced emergency alerts (phone)
Civic Plus' Notify Me	Subscriber-based alerts (phone, text, email). Lists include Mammoth Media, Public Service Announcements, and Town e-News
Reverse 911	Geographic Information Systems (GIS)-based alerts (phone)
Zonehaven	Evacuations of county areas with Avalanche/Evacuation Warnings for zones tagged yellow/red in the software (web application that connects with alert systems)
KMMT: 106.5 FM, Sierra Wave: 92.5 FM, and KIBS 100.7 FM	Radio stations
Facebook, Instagram, and X (formally Twitter)	Social media
NBC Reno, LA Times, The Weather Channel, NPR	News media outlets

Strengths

Strength 1: The implementation of a virtual Joint Information Center (JIC) enabled Public Information Officers (PIOs) to work remotely, increasing local situational awareness and providing redundancy in communication. Scheduled daily PIO calls at 9:00 AM PST facilitated information sharing and allowed for daily input to a shared "Talking Points" Google Doc, which was distributed daily by the CAL FIRE IMT 2 PIO Team.

Strength 2: The Town used the ready.mono.ca.gov website as a comprehensive "one-stop shop" for incident information. By leveraging this resource, the Town facilitated unified public information and messaging efforts, ensuring that residents and stakeholders could access timely and relevant updates regarding the emergency.

Strength 3: The Town proactively began upgrading its emergency notification system to Genasys Emergency Management (GEM), when faced with delays and disruptions in disseminating critical life safety updates. Recognizing the crucial need for maintaining robust, trusted, and reliable emergency messaging tools, the Town expanded its emergency messaging, operational communications, and situational awareness capabilities through the transition to GEM.

Strength 4: The Town utilized a list of individuals with Access and Functional Needs (AFN) to contact community members ahead of each storm. This approach, developed during the COVID-19 response, demonstrated a proactive commitment to supporting the AFN population. Recognizing many AFN community members expressed a need for assistance in clearing their driveways and walkways of snow; the Town promptly updated websites with snow removal resources and other available support services to address these needs.

Areas for Improvement and Recommendations

Area for Improvement 1: The Town faced challenges in translating important messaging from English to Spanish in a timely manner. While PIOs could swiftly develop and disseminate English-based messaging, there was a pressing need to expedite the translation of critical information. Notably, the translation process experienced delays of one to three days, impacting the timely dissemination of essential public information to Spanish-speaking residents and visitors.[2]

> **Recommendation:** Establish a process for facilitating rapid access to language translation resources during emergencies. Consider:
>
> - Establishing partnerships with local Spanish-speaking community organizations or individuals to facilitate rapid translation and dissemination of emergency messaging.
> - Developing pre-translated templates for common emergency messaging in both English and Spanish.
> - Building a roster of Disaster Service Workers (DSWs) that can be utilized to translate simple messaging during an incident.

Area for Improvement 2: The Town did not have the capability to provide services for individuals with hearing impairments. Although American Sign Language interpreters were available through County Social Services and present at shelters, broader and longer-term solutions were absent for local media coverage and press releases.

[2] Survey Response

Recommendation: Explore and implement alternative communication methods to reach individuals with hearing impairments for public meetings. Consider:

- Utilizing technologies such as closed captioning and video relay services to enhance accessibility in media coverage and press releases.
- Creating guidelines for producing accessible media content and press releases tailored to individuals with visual or hearing impairments.

Area for improvement 3: The Town lacks the capability to deliver crucial emergency and safety information to visitors. This deficiency posed a significant challenge in ensuring that visitors were adequately informed and prepared to respond appropriately in the event of emergencies while visiting the town.

Recommendation: Explore the installation of permanent digital signage infrastructure, such as Electronic Message Boards (EMBs), Variable Message Signs (VMSs), or Changeable Message Signs (CMSs) to deliver real-time emergency updates, safety instructions, and important information to both residents and visitors. Consider:

- Strategically placing signs at key entry points and high-traffic areas within the town.

Social Services and Sheltering

> "The Town took an unprecedented situation and responded very well with limited resources and capabilities. They were the most gracious hosts and ensured we had everything we needed, which wasn't always easy to come by. I was impressed by the various departments' ability to adapt and have a 'can-do' spirit."
>
> - **Survey Response**

On December 31, 2022, as a large winter storm caused widespread power outages, the Town promptly established a Warming Center at Suite Z, located at 437 Old Mammoth Road.[3] This center provided vital assistance and resources to residents affected by the adverse weather conditions. Recognizing the growing need for information and guidance, the Town expanded the facility into an Information Center by March 10, 2023, offering support to those seeking updates and assistance during the ongoing emergency.

As the severity of the winter storms increased and snow accumulation became unmanageable in certain areas, the Town took proactive measures to address the escalating situation. A temporary emergency Evacuation Shelter was set up at the Mammoth Middle School gymnasium on March 16, 2023, providing refuge and essential services to displaced individuals. Additionally, in collaboration with the Mammoth Mountain Community Foundation and Alterra Mountain Company Community Foundation, a Snow Removal Emergency Fund was established to aid residents and businesses in addressing urgent snow removal needs.

Furthermore, to support long-term recovery efforts, a DRC was established at the Mono County Civic Center. This center served as a crucial hub for businesses and homeowners seeking assistance in obtaining SBA loans and accessing other resources to aid in the recovery process following the winter storms. Through these concerted efforts, the Town and its partners demonstrated a commitment to ensuring the safety and well-being of the community amidst challenging weather conditions.

Strengths

Strength 1: Shelter trailers were strategically placed throughout the county to provide shelter to the public. These trailers were meticulously stocked with essential supplies, ensuring that all individuals in need of shelter received not only accommodation but also necessary provisions. Additionally, the shelter team was well-prepared to accommodate additional displaced community members for evacuation if needed.

Strength 2: Shelter staff frequently and effectively performed multiple functions, including managing shelters and developing communications. In addition to managing the shelters and overseeing the well-being of evacuees, shelter staff adeptly handled communication tasks, disseminating vital information to residents and coordinating with emergency response teams. Staffs' ability to perform these diverse functions played a crucial role in ensuring smooth shelter operations and in enhancing overall emergency response efforts.[4]

[3] Town of Mammoth Lakes, Notify Me "WARMING CENTER NOW OPEN (12/31) @ 5:00pm", December 31, 2023. https://www.townofmammothlakes.ca.gov/List.aspx?MID=3129

[4] Facilitated Discussion

Strength 3: Social Services teams conducted outreach for disaster medical benefits and compiled a comprehensive list of resources for individuals, including those checking into shelters. The Social Services teams compiled a comprehensive list of resources tailored to the needs of individuals, including those seeking refuge in shelters. This proactive approach ensured that evacuees and other community members had access to essential support services during the emergency, enhancing overall disaster response and recovery efforts.

Areas for Improvement and Recommendations

Area for Improvement 1: The limited number of American Red Cross (ARC) and general volunteers in the county posed a significant challenge for shelter staffing and support. With only eight local ARC volunteers, many of whom also work for County Social Services, and ongoing emergencies across California and other states, additional volunteers had to be sourced from various distant locations, including Colorado, Texas, Maine, and Alaska. To ensure proper operation, local staff had to supplement the volunteer workforce, with one to two individuals managing each shelter for 12-hour shifts.

Recommendation: Develop and maintain reserve lists of volunteers within the community who are willing to serve as backup shelter staff during emergencies. Consider:

- Launching targeted campaigns to recruit additional local volunteers for emergency response and shelter staffing.
- Collaborating with community organizations, schools, and businesses to raise awareness and encourage volunteer participation in disaster preparedness and response efforts.
- Partnering with the North County Community Emergency Response Team (CERT) for opening warming and cooling centers.
- Developing job action sheets for shelter operations with clear roles and expectations of shelter staff.

Area for Improvement 2: There is a limited number of pre-identified locations suitable for sheltering. Currently, the Town has only one pre-identified shelter, as the availability of large spaces to accommodate an unpredictable number of people during disasters is constrained. Although Crowley Lake was considered as an alternative shelter location, it presented difficulties in accommodating a large volume of individuals effectively.

Recommendation: Identify and assess additional potential shelter locations within the Town and surrounding areas. Consider:

- Prioritizing spaces that can accommodate a larger number of individuals effectively during disasters.
- Collaborating with local businesses, hotels, schools, and community organizations to establish agreements for using their facilities as emergency shelters when needed.
- Improving the effectiveness of sheltering efforts by ensuring shelter locations are clearly identified and integrated into platforms like Zonehaven.

Area for Improvement 3: Upon activating shelters, the County shelter supply trailer was inaccessible due to snow accumulations. Stakeholders alluded to the fact that upon arrival to set up shelters they were unable to access the County shelter supply trailer due to the accumulated snow around it; this delay in accessing essential supplies impeded the setup and opening of the shelter.

> **Recommendation:** Prioritize snow removal around the County shelter supply trailer and other essential supply storage locations to facilitate rapid access during emergencies. Consider:
>
> - Assigning responsibility for snow removal and establishing clear procedures for timely clearance.
> - Coordinating with relevant stakeholders to ensure adequate resources are allocated for snow clearing efforts.

Area for Improvement 4: The Town faced challenges in securing lodging for volunteers and USAR teams due to limited hotel room availability. Traditional lodging spaces were fully operational and occupied by tourists, exacerbating the challenge of finding accommodations for emergency responders. In response to this issue, the Town Manager proposed relocating the public shelter, originally located at the middle school, to accommodate the USAR teams. However, identifying an alternative location for the shelter proved challenging, as the high school was undergoing construction, and the elementary school was deemed unsuitable. Despite repeated requests to relocate the shelter to free up space at the middle school, the lack of viable alternatives posed significant obstacles. Ultimately, arrangements were made to accommodate the USAR team at the existing shelter, albeit with some difficulties and delays.

> **Recommendation:** Identify and evaluate potential temporary shelter locations that can be activated quickly during emergencies to accommodate emergency responders and volunteers. Consider:
>
> - Developing formal agreements with local hotels, businesses, and other organizations to reserve a portion of their accommodations for emergency responders and volunteers during times of crisis.
> - Creating contingency plans that outline alternative shelter locations and procedures for relocating shelters when needed.

Area for Improvement 5: The Town lacks a dedicated emergency relief facility for the public. Without a designated facility, the Town lacks a centralized location equipped to efficiently coordinate and distribute essential resources such as food, water, shelter, medical supplies, and other critical aid to those in need. This deficiency hampers the Town's ability to respond promptly and effectively to emergency situations, potentially resulting in delays and inefficiencies in delivering vital relief services to affected individuals and communities.

> **Recommendation:** Construct a dedicated emergency relief facility equipped with essential resources and facilities to serve as a centralized hub for distributing aid, disseminating critical information, and providing a cooling/warming center and community kitchen for the public during emergencies. Consider:
>
> - Co-locating the EOC at this facility, which should include dedicated restrooms, showers, and bunk rooms for responding staff.

Visitation and Business Impacts

During the 2022-23 winter season, Mammoth Lakes Tourism (MLT) continued its tradition of supporting the community during times of crisis. As storms persisted for months and locals grappled with the daunting task of clearing snow, MLT responded to Town Leadership's decision to keep the Town operational by swiftly adjusting its messaging strategy. MLT prioritized the safety of residents and visitors by disseminating **62 emergency messages** across various communication platforms. This strategic effort effectively raised public awareness of the evolving situation without discouraging tourism. The campaign, lasting from mid-January through April 2023, underscored the acknowledgment that the prolonged winter storms could, under different circumstances, be classified as a natural disaster.

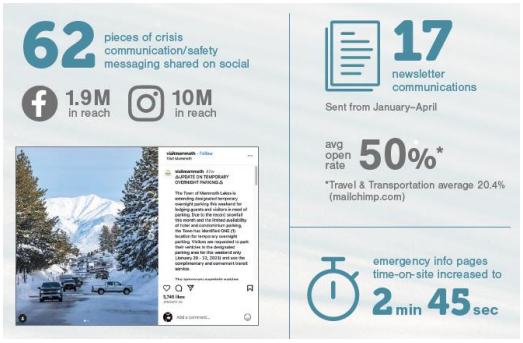


Figure 3: *Snapshot of crisis communication campaign stats. Source: Mammoth Lakes Tourism*

The enduring nature of the winter storms posed significant challenges to local businesses, particularly in terms of access to roads and walkways. Reliant on snow removal operations to clear pathways, businesses faced an uphill battle in ensuring that their premises remained accessible to customers. Compounding these difficulties was the struggle to secure private snow removal services, aggravated by already strained resources. Consequently, many business owners found themselves dealing with exorbitant costs associated with snow removal, with some expenditures reaching tens of thousands of dollars.

Strengths

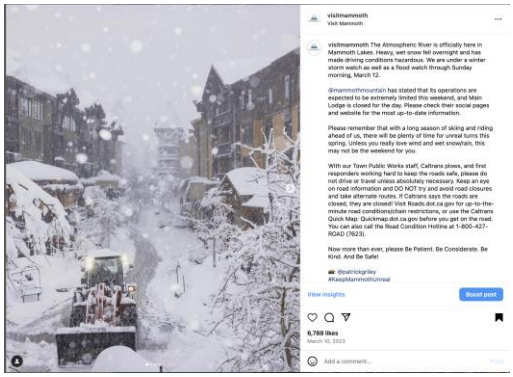


Figure 4: *"Be Patient. Be Considerate. Be Kind." Instagram post that reached 51,351 accounts. Source: Mammoth Lakes Tourism*

Strength 1: MLT devised a clear and impactful message, urging visitors to embody the values of patience, consideration, and kindness through their campaign, "Be Patient. Be Considerate. Be Kind." Rather than being purely promotional, the campaign took on an educational tone, aiming to inform visitors about what to expect when planning their trip to Mammoth Lakes and encouraging empathetic behavior upon arrival. Through close collaboration with local partners, MLT successfully crafted a unified message that resonated well with both visitors and locals. Despite adverse weather conditions, the community persevered, with community members demonstrating unwavering dedication to their roles. A total of 62 pieces of crisis communication and safety messaging were shared across various platforms such as social media, newsletters, and the website, reaching approximately 11.9 million individuals on social media alone.[5]

[5] Mammoth Lakes Tourism, Fiscal Year 22/23 Annual Report.

Strength 2: Community partners established a Snow Removal Emergency Fund to assist residents and businesses in addressing the challenges posed by heavy snowfall. Launched on March 16, 2023, by the Mammoth Mountain Community Foundation and Alterra Mountain Company Community Foundation, this fund aimed to provide financial assistance and coordinate snow removal contractors for residents and businesses facing imminent danger or damage due to heavy snow loads. The fund was accessible to full-time resident-occupied homes and businesses in town, June Lake, or Crowley Lake areas. Recognizing the urgent need for support, the Town Council approved $200,000 in matching funds during a special Town Council Meeting on March 22, 2023, to ensure the sustainability of the Snow Removal Emergency Fund program amidst overwhelming community demand for assistance.

Strength 3: The Town launched an extreme weather business recovery program to provide much-needed funding for small businesses. The Mammoth Lakes Town Council approved a $500,000 allocation for this program, aimed at providing grants to small, local businesses significantly impacted by the 2023 Extreme Weather Disaster. Through the Community First initiative, Town funds were invested in these businesses to preserve local jobs, maintain active commercial spaces, prevent blight in commercial sectors, and sustain the local economy. The program offered support funding in the form of grants, with businesses eligible for awards of up to either $5,000 or $7,500 each.[6]

Areas for Improvement and Recommendations

Area for Improvement 1: Business owners experienced significant challenges stemming from unplowed streets. This hindered business owners' ability to travel to their business locations and maintain access for guests or patrons. Additionally, the high costs associated with snow removal posed a financial burden for many businesses. Delays in clearing roads, particularly to and from Lakes Basin or due to Highway 395 closures, further exacerbated the situation. The closures and lack of snowplow services impacted customers' ability to reach businesses, leading to disruptions in operations. One respondent in the Business Survey reported that their business was forced to shut down as a result of the winter storms.[7]

Recommendation: Explore options for financial assistance or subsidies to alleviate the burden of snow removal costs on businesses, such as grants or low-interest loans specifically tailored for emergency snow removal efforts. Consider:

- Capturing the documentation and framework created for establishing the Snow Removal Emergency Fund and Extreme Business Recovery Program for use as a template for developing funding options for business owners/residents during future winter weather emergencies.
- Implementing a proactive communication strategy to keep businesses informed about road closures, snow removal schedules, and alternative routes during extreme weather events, minimizing disruptions to operations.

[6] Town of Mammoth Lakes, Press Release " Town Launches Extreme Weather Business Recovery Program To Provide Much Needed Funding For Mammoth Lakes Small Businesses", May 15, 2023. https://webapps.mono.ca.gov/ERRR/ready-resources/PSA_TOWN%20LAUNCHES%20EXTREME%20WEATHER%20BUSINESS%20RECOVERY%20PROGRAM%20TO%20PROVIDE%20MUCH%20NEEDED%20FUNDING%20FOR%20MAMMOTH%20LAKES%20SMALL%20BUSINESSES_5-15-2023.pdf

[7] Survey Response

Area for Improvement 2: Some business owners felt there was a lack of communication between the Town and private businesses. Business owners emphasized the critical need for robust collaboration in emergency planning, training, and exercises. Strong coordination and communication between the Town and private sector entities are vital for enhancing overall preparedness and response effectiveness during emergencies.[8]

Recommendation: Advise businesses of the proper channels to receive information. Develop outreach programs to ensure businesses know where to get up-to-date information. Consider:

- Establishing a dedicated liaison position within the Town Leadership Team to serve as a point of contact for communication and collaboration with local businesses during emergencies.
- Developing a comprehensive communication plan tailored specifically for engaging with businesses during emergencies, including protocols for disseminating critical information and obtaining feedback.
- Conducting in-person forums to engage with the small business community and address the highest impact issues and potential mitigation measures prior to or following the initial response.
- Identify websites and social media accounts that will be used to disseminate information and market this information consistently, utilizing all opportunities.
- Utilize the Mammoth Lakes Chamber of Commerce text alert system to rapidly disseminate emergency information and ensure timely communication with businesses.

[8] Survey Response

Fire and Public Safety Response

During the Winter Storms response, Mammoth Lakes Fire Protection District (MLFPD) and MLPD assumed multifaceted roles beyond their regular public safety duties. Their involvement encompassed crucial support for County EOC operations, dissemination of essential public information, active participation in snow removal endeavors, and thorough building inspections facilitated by state-provided resources. Among the array of challenges faced, MLFPD identified propane explosions as a primary public safety concern, recognizing the vulnerability of approximately 300 buildings to such incidents, as elaborated in the Propane/Utilities Issues section. Concurrently, MLFPD and MLPD collaborated closely with a spectrum of structural and USAR partners to mitigate the threat of structural collapse attributed to the accumulation of heavy snow and ice. A partnership with Cal OES facilitated the provision of SAP training to MLFPD and Town personnel. This training increased the local capacity to conduct safety assessments of buildings and facilities.

> "…every facet of the Town I worked with (Police, Fire, Town Leadership) was amongst the most professional, welcoming, and easily displayed an 'adapt and overcome' attitude with limited resources and isolation. The Town should be proud of the people tasked with public safety."
> - **Survey Response**

Strengths

> "I really appreciated all the collaboration and connection. … I felt well communicated with. Chief Tomaier did an outstanding job with the resources that he has available and was still working on other things like the AFN population, volunteer staff, and mental health."
> - **Survey Response**

Strength 1: MLFPD, MLPD, and USAR teams worked collaboratively to prioritize life safety amidst the challenging conditions posed by the Winter Storms. Together, they responded to a total of 142 reported propane leaks, mitigating potential risks to residents and properties. Additionally, the teams effectively managed two significant propane explosions and two incidents of structural collapse, showcasing their resilience and adaptability in navigating the complex landscape of severe winter weather conditions. Despite encountering access challenges exacerbated by heavy snowfall and the discovery of unmapped utility locations, MLFPD, MLPD, and USAR teams remained steadfast in their mission to ensure the safety and well-being of the community throughout the emergency response period.

Strength 2: MLFPD and Emergency Medical Services (EMS) maintained consistent communication with Mammoth Hospital, ensuring situational awareness of ongoing and future response activities. This consistent and transparent communication facilitated a shared understanding of the evolving situation and allowed for effective coordination of ongoing and future response activities. By keeping Mammoth Hospital informed of pertinent developments, MLFPD and EMS ensured that the hospital remained well-prepared to provide necessary medical support and resources to the community as needed.

Strength 3: Fire hand crews and additional engine companies were used effectively to dig out fire hydrants and propane tanks from snow. Leveraging the existing map of fire hydrant locations maintained by the MLFPD, these teams were able to promptly identify and prioritize snow

clearing. Crews also worked to clear snow from propane tanks and to facilitate roadway and walkway access for emergency responders. This work benefited from systems built and shared by the Mammoth Community Water District.

Areas for Improvement and Recommendations

Area for Improvement 1: The MLFPD Fire Chief juggled dual roles at the County and Town levels, posing a challenge to prioritize the Town's versus the County's response efforts. This issue persisted from previous emergencies, such as the COVID-19 response, reflecting the ongoing strain on staff availability for managing incident response roles.[9] Compounded by the MLFPD's limited fire capabilities as a combination/volunteer agency with minimal full-time staff, the region's reliance on scarce supporting fire resources further exacerbated the challenge. With Mono County lacking a dedicated fire department and limited mutual aid resources available for widespread incidents, coordination with Cal OES and CAL FIRE became imperative but also posed logistical hurdles.

> **Recommendation:** Explore options to increase firefighting capacity of MLFPD through increased staffing, training, and equipment acquisition. Consider:
>
> - Developing a comprehensive staffing plan for prolonged events including volunteers and Town employees.
> - Exploring agreements between fire districts to create a Type III Team and identify individuals who can step into that leadership role(s).
> - Engaging local retired federal subject matter experts (such as U.S. Forest Service retirees) and the Fire Chief's Association to form an All Hazards Team to participate in the Town's preparedness and incident response activities.
> - Advocating to the County for EOC/fire operations to be a rotating position if one is not appointed.

Area for Improvement 2: In the initial response phases, maintaining accountability and effective communication with USAR teams presented significant challenges. Coordination efforts were hindered as multiple agencies operated separate USAR teams independently rather than collaborating and integrating their efforts. This fragmented approach led to inefficiencies and duplication of efforts, hampering the overall effectiveness.

> **Recommendation:** Develop standardized reporting protocols and procedures for USAR teams to regularly communicate their locations, activities, and resource needs. Consider:
>
> - Implementing a centralized reporting system to facilitate real-time information sharing and improve situational awareness among all involved stakeholders.
> - Organizing joint training exercises and drills involving multiple agencies and USAR teams to enhance interoperability, build relationships, and improve coordination during emergency situations.

[9] Facilitated Discussion

Area for Improvement 3: The Town experienced delays in requesting and receiving critical resources and equipment. This issue arose due to the absence of a pre-determined list detailing the required items, their specifications, and availability. This lack of preparedness resulted in delays in procuring essential resources, impacting the timely execution of response activities.

Recommendation: Develop and maintain a comprehensive inventory of critical resources and equipment required for emergency response, including their specifications and availability, to facilitate swift procurement during crises. Consider:

- Establishing pre-determined agreements or contracts with suppliers for essential resources and equipment, ensuring availability and expedited delivery in emergency situations.
- Purchasing two to four snowmobiles with toboggan attachments or snowcats for MLFPD to ensure the capability to evacuate/transport individuals from areas that vehicles cannot reach due to snow or road closures.

Area for Improvement 4: MLFPD lacks comprehensive protocols specifically designed to address the hazards associated with propane in potentially explosive environments. This deficiency hindered the fire department's ability to effectively respond to propane-related incidents.

Recommendation: Establish clear and standardized operating procedures for MLFPD personnel when dealing with propane emergencies, including protocols for assessing, containing, and mitigating propane leaks or explosions. Consider:

- Collaborating with propane industry experts and regulatory agencies to review and enhance existing safety protocols and incorporate best practices into MLFPD's response procedures.
- Providing comprehensive training to MLFPD personnel on the propane safety and response protocols established.
- Conducting regular exercises to ensure MLFPD personnel are proficient in implementing the procedures during emergencies.
- Continuously evaluating and updating the procedures based on lessons learned from real-world incidents and evolving industry standards.

Transportation and Snow Removal

Emergency trucking operations commenced on March 15, 2023, with support from Cal OES, providing essential resources to the region. Initially, the Town received 14 trucks, a loader, and an operator through this program. Subsequently, the resources expanded to include three loaders, 44 trucks, and additional support staff, concluding efforts on April 7, 2023.

Upon initiating the trucking operation, the Town prioritized creating more snow storage for future storms and enhancing visibility at intersections. The primary focus, however, remained on widening roads to improve access for EMS, establish safer travel routes, and enhance drainage infrastructure for the impending spring melt.

> "The team's creativity and ability to adjust on the fly were integral to the Town's successful response. On the snow removal and trucking operations side, we did everything we possibly could to make our streets as safe as possible. It was a **monumental effort**, and Town staff stepped up to the challenge."
>
> - **Survey Response**

Shortly after widening Forest Trail and Canyon Boulevard, an explosion at Val D'Isere occurred on March 22, 2023. EMS swiftly accessed the site with the necessary personnel and equipment, underscoring the importance of the road-widening efforts. Additionally, teams comprising loaders, trucks, and inmate crews collaborated with MLFPD to access over 100 fire hydrants.

Throughout the program's duration, the Town transported more than **5,700 truckloads** of snow to designated snow pits, totaling **57,170 cubic yards**. This volume, estimated to be about 15,000 tons or 4,625,000 gallons, alleviated pressure on Mammoth Lakes' storm drain system.[10]

Strengths

Figure 5: *Snow trucking operations unloading snow at the snow storage site.*

Strength 1: During peak snowfall periods with limited equipment and personnel, the Town swiftly adapted to severe and changing conditions, ensuring road accessibility and safety. Leveraging both private contractors and state-provided resources, a total of 5,717 truckloads and 57,170 yards of snow were swiftly removed. This strategic utilization of private contractor resources effectively supported snow removal operations.

Strength 2: The Town proactively facilitated snow removal operations on sidewalks and walking trails, enabling pedestrians to navigate through adverse conditions without relying on vehicles. By prioritizing the upkeep of sidewalks and trails, the Town ensured that individuals could move around efficiently, regardless of the challenges posed by snow accumulation.

[10] Cal OES, Snow Removal Operation Summary Report, April 12, 2023.

Strength 3: The Town, in response to diesel shortages for private snow removal, demonstrated resilience by promptly transporting diesel from Mono and Inyo Counties. Despite facing challenges, such as frustration from fuel stations, the Town took proactive measures to ensure the availability of fuel. Upon being notified of the situation, the Town organized shuttles to transport diesel from Bishop to supply stations and operators. This proactive response mitigated potential disruptions, although it required significant efforts from the JIC to address rumors and misinformation.

Areas for Improvement and Recommendations

Area for Improvement 1: Delays in the procurement of essential snow removal resources occurred due to the lack of a standardized list outlining equipment specifications. Without a comprehensive reference, the process of requesting and acquiring necessary resources through the IMT/EOC was protracted. Significant time was spent identifying specific equipment requirements to fulfill resource requests, contributing to overall delays in the response effort.

> **Recommendation:** Develop a standardized list of snow removal equipment and specifications to streamline the process of requesting and acquiring necessary resources during emergencies Additionally, request a list of available equipment from CAL OES to ensure adequate preparedness for future winter storms. Consider:
>
> - Establishing pre-determined agreements or contracts with snow removal equipment providers to expedite the procurement process during emergencies.
> - Establishing a cache of snow removal tools and framing material to deploy quickly in future responses.

Area for Improvement 2: The Town faced difficulties in plowing and maintaining narrow roadways and parking areas in high elevations due to lack of snow storage. As snow accumulation persisted, the limited availability of designated snow storage areas hindered snow removal operations, leading to congestion and reduced accessibility in these areas.

> **Recommendation:** Develop plans to increase snow storage capacity in high-elevation areas by identifying additional storage locations or optimizing existing ones. Consider:
>
> - Acquiring land for designated snow storage areas or implementing innovative solutions such as snow melting systems.

Area for Improvement 3: Mapping applications like Google Maps, Apple Maps, and Waze inadvertently directed visitors and residents to closed, damaged, or impassable roads. For instance, a section of U.S. 395 was closed due to avalanches north of Lee Vining, remaining shut for weeks. Despite the closures, these routes continued to display as "open" on the apps, causing confusion and inconvenience. Additionally, avalanches triggered power outages in communities north of Mono Lake, such as Mono City and Bridgeport. Other road closures resulted in isolation for visitors and residents, leading to temporary shortages of food and fuel. The apps only updated road statuses after a considerable delay, exacerbating the situation.

> **Recommendation:** Explore the integration of emergency response data directly into popular navigation apps, enabling automatic updates on road closures and hazardous conditions.

Area for Improvement 4: The Town, Caltrans, and Mono County experienced challenges in coordinating service sharing effectively. Resource sharing between these entities was hampered by a lack of formal mutual aid agreements. Solidifying such agreements would help improve efficiency and strengthen response capabilities during emergencies.

Recommendation: Develop a formal mutual aid agreement between the Town, Caltrans, and Mono County to facilitate efficient sharing of services during emergencies and high-impact events. Consider:

- Outlining clear protocols, responsibilities, and resource-sharing mechanisms to ensure seamless coordination and mutual support in times of need.

Building and Structural Issues

The heavy snow and ice accumulation on buildings and residences in Mammoth Lakes posed a significant risk of structural collapse, prompting proactive inspections to assess building integrity. To streamline this process, an inspection database using QuickBase was established and utilized by MLFPD and state-provided resources.

Out of **850 inspections** conducted, a total of **645 tags** were issued (some structures received multiple tags), affecting 398 buildings. Public surveys reporting damage totaled 336, with not all resulting in inspections or tags. In terms of building permits, 317 repair permits were submitted and 298 issued in 2023, compared to 46 submitted and 40 issued in 2022.

> "There was lots of cross-training between the USAR teams and Mammoth Lakes Fire, and that free flow of information was informative to all of us. MLFPD was able to adapt to building structural failures with the information we received."
> - **Survey Response**

During the 2022-23 winter season, Mammoth Lakes faced a series of structural challenges. First, on March 14, 2023, the Mammoth Mall parking garage buckled under the immense weight of accumulated snow, resulting in damage to parked vehicles. Thankfully, no injuries were reported. However, the impact was significant, setting the stage for further disruptions.

Tragically, the string of incidents continued when, on March 22, 2023, a propane explosion rocked the Val D'Isere Condominium, leading to its collapse. The explosion sent shockwaves through the area, prompting emergency response efforts and highlighting the urgent need for structural reassessment amidst the ongoing winter emergency.

As the storms persisted the town grappled with the aftermath of extensive property damage caused by excessive snow loads. With 16% of damaged homes, approximately **77 residents** found themselves displaced, and numerous businesses experienced severe disruptions, exacerbating the strain on the community.

Strengths

Figure 6: *Responder conducting a building and structural inspection.*

Strength 1: The Town streamlined building and structural activities into an integrated database and application using QuickBase for field data collection. With the support of state resources, a total of 850 inspections were completed. Dedicated IT staff played a crucial role in developing the integrated database and applications, enabling effective management of recovery efforts by documenting damaged structures and coordinating data from various organizations and resources.[11] Of the 850 inspections conducted, 205 were performed by state resource agencies, although they did not result in recording building tags in the Town's

[11] Survey Response

system. Nonetheless, some evacuations were necessary. Subsequent follow-up inspections by Town inspectors were conducted to appropriately tag the impacted structures, ensuring accurate documentation and assessment of damage.

Strength 2: The Town expanded its workforce trained in utilizing Cal OES' SAP system for building inspections through training provided by the state. This initiative bolstered the Town's capacity to conduct thorough and efficient structural assessments. Additionally, the Town received valuable support from experienced and specialized USAR teams, facilitating seamless coordination of building and structural activities during the emergency response efforts. The SAP training proved immensely beneficial for inspectors, offering clear standards for structural assessment and ensuring consistency in evaluation practices. All eligible staff members underwent one-on-one training sessions, equipping them with the necessary skills to effectively utilize the SAP system and contribute to the Town's inspection efforts.

Areas for Improvement and Recommendations

Area for Improvement 1: Confusion among response partners regarding tagging procedures and inspection coding post-inspection hindered operational efficiency and communication. Initially, inconsistencies in tagging systems across different agencies led to confusion, highlighting the necessity for standardized procedures. Additionally, challenges arose in determining appropriate responses to structural damage reports, underscoring the need for clearer guidance and protocols.

> **Recommendation:** Develop clear and consistent tagging procedures for identifying and documenting structural damage across all response agencies involved in emergency operations. Consider:
>
> - Developing comprehensive guidance documents outlining procedures for response partners to follow when conducting inspections.
> - Implementing improved communication protocols to facilitate efficient exchange of information among response partners regarding inspection coding, tagging procedures, and follow-up actions.
> - Updating the system to be more user-friendly and error-tolerant regarding data collection and insertion by using dropdown lists and checkboxes.
> - Updating the database so responders are tagging data in the same system as building permit data to eliminate the manual labor of connecting the two.

Area for Improvement 2: The Town encountered challenges due to the absence of a comprehensive documentation follow-up process for the outcomes of building tagging and resolution activities. Following the completion of building inspections and tagging procedures, there was a lack of a structured system to document and track the subsequent permitting actions and resolution efforts. This led to difficulties in maintaining a clear record of the status of tagged structures and the progress of necessary repairs or mitigation measures. As a result, there was a risk of oversight or inefficiency in addressing identified structural issues and ensuring compliance with regulatory requirements.

> **Recommendation:** Establish clear and standardized documentation procedures for building tagging and resolution activities, outlining the necessary steps and information to be recorded for each tagged structure.

Area for Improvement 3: Public confusion arose regarding the damage reporting process due to conflicting messages conveyed to the community. One message suggested that submitting damage reports could aid in obtaining financial relief assistance, while another advised reporting damages for property inspection to ensure safety. This discrepancy led to ambiguity, with some individuals seeking financial support without desiring property inspection for habitability or permit requirements.[12]

> **Recommendation:** Ensure public messaging regarding public survey/damage reporting is consistent and clearly outlines the purpose and process, distinguishing between financial assistance and property inspection requirements.

Area for Improvement 4: Building codes and community standards were not adequate to address the significant snow loads and propane infrastructure deficiencies. This deficiency in regulatory measures left buildings vulnerable to structural damage and increased the risk of propane-related incidents during severe weather events. There was a notable gap in regulations governing building construction and propane infrastructure maintenance, particularly concerning the resilience of structures against heavy snow loads and the safety of propane storage and distribution systems.

> **Recommendation:** Review and update building codes to incorporate provisions for structures to withstand heavy snow loads, ensuring structural integrity during severe weather events. Consider:
>
> - Revising regulations related to propane infrastructure to address deficiencies identified during the emergency.
> - Developing plans and standards to implement isolation valves for underground propane infrastructure, residential tank remote shutoffs, and retrofits for emergency shutoffs for existing commercial and residential properties.
> - Conducting comprehensive risk assessments to identify vulnerable areas and structures susceptible to snow-related hazards and propane infrastructure failures.

[12] Survey Response

Propane/Utilities Issues

The prolonged winter weather event had significant impacts on both electric and gas utility services. Southern California Edison (SCE) demonstrated proactive and effective response measures, maintaining communication with Town personnel and implementing pre-determined trigger points to activate IMTs in areas experiencing power outages.

Regarding propane gas services, Mammoth Lakes relies on two utility companies, AmeriGas and Eastern Sierra Propane. AmeriGas operates a unique pipeline infrastructure covering much of the Town. However, heavy snow and ice accumulation on propane tanks and lines led to dangerous situations, resulting in two propane explosions in residential areas. MLFPD responded to **138 propane-related calls** between February 1 to April 30, 2023.[13]

Val D'Isere Condominiums Explosion

At 9:23 AM PST on March 22, 2023, an explosion rocked the Val D'Isere Condominiums located at 194 Hillside Drive in Mammoth Lakes. First responders arrived to find a building collapsed near the pool area. Two workers from the complex were visible, one of whom required extraction from the snow and debris. Both individuals were transported to Mammoth Hospital for further evaluation.

Figure 7: *MLFPD and USAR teams responding to the Val D'Isere Condominiums Explosion site.*

During the rescue operation, a man approached first responders, informing them that his wife and son were trapped inside their residence. Rescuers navigated around the northwest side of the collapsed structure to reach them. The son was found in the bedroom area and transported to Mammoth Hospital for evaluation, while the wife was located in the kitchen area and airlifted to Sierra Life Flight at Mammoth Yosemite Airport.

USAR teams and Eastside K-9 units were also present, conducting thorough sweeps for any additional victims amidst the wreckage. Agencies who responded to the incident included:

- Bishop Fire Department
- CAL FIRE
- Cal OES
- California Highway Patrol
- Carlsbad Fire Department
- Eastside K-9
- Los Angeles County Fire Department
- Los Angeles County Sherriff's Department
- Mammoth Mountain Ski Patrol
- MLFPD
- MLPD
- Mono County EMS

[13] Firehouse Report Code 412

- Mono County Sheriff's Office
- Murrieta Fire & Rescue
- Pasadena Fire Department
- Riverside County Fire Department
- San Diego Fire-Rescue Department
- San Marcos Fire Station 1
- Santa Fe Spring Fire Department
- Sierra Lifeflight

Juniper Road Explosion

Figure 8: *MLFPD responding to the structural explosion on Juniper Road.*

On April 1, 2023, around 1:30 AM PST, a propane explosion impacted a single-family home located in the 200 block of Juniper Road. The blast likely triggered a structural fire, prompting the evacuation of neighboring residences. The ensuing fire caused snowmelt flooding, leading to the evacuation of a nearby condominium complex.

MLFPD and AmeriGas personnel swiftly conducted propane safety inspections, shutting off propane services to several properties in the vicinity. Affected property owners were instructed to contact AmeriGas directly for updates on service restoration. Additionally, AmeriGas proactively reached out to customers via phone to provide timely updates on the situation. Agencies who responded to the incident included:

- Bishop Fire Department
- CAL FIRE
- CAL FIRE Office of the State Fire Marshal Arson & Bomb Investigators
- Carlsbad Fire Department
- Chula Vista Fire Department
- City of San Diego Fire-Rescue Department
- Cal OES
- Los Angeles County Fire Department
- MLFPD
- MLPD
- Mono County EMS
- Murrieta Fire Department
- Oakland USAR California Task Force 4
- Owens Valley Conservation Camp #26
- Pasadena Fire Department
- Riverside Fire Department
- San Bernardino/Inyo/ Mono Unit
- San Marcos Fire Department
- Santa Barbara City Fire Department

Strengths

Strength 1: In response to the April 1, 2023 explosion on Juniper Road, the MLFPD Fire Chief and Town's PIO took proactive steps to disseminate crucial safety information and snow management resources to the public. This information was prominently featured on the Town's website under the dedicated 2023 Snow Damage Resources webpage, ensuring easy access for residents seeking updates. The resources provided encompassed a range of important topics including propane safety, snow and ice mitigation strategies, and informational resources. Furthermore, the PIO utilized multiple communication channels by sending a Notify Me notification to the public and posting the update on the Town's official Facebook page, ensuring widespread dissemination of critical safety information.[14]

Publicly released resources included:

- Propane Safety Video
- Winter Storm Damage Assessment Form
- Snow Removal Emergency Fund
- Return to Occupancy Information
- Heavy Snow Load Information
- List of engineers/ designers

Strength 2: SCE served as a proactive and communicative incident partner, demonstrating a swift and effective response to mitigate electrical hazards during the crisis. SCE promptly deployed IMTs upon reaching pre-determined triggers, ensuring the prepositioning of teams and resources to address anticipated needs in the affected area. These proactive measures played a crucial role in minimizing the impacts on public safety, essential services, and critical infrastructure. The Town commends SCE for its unwavering commitment to proactive emergency management and acknowledges the invaluable 24/7 access to communication with SCE both before and during critical incidents.

Strength 3: The Town implemented a streamlined approach to its building tagging database within QuickBase by incorporating a dedicated propane option. This enhancement allowed for the inclusion of specific notes pertaining to propane-related issues, thereby addressing a notable gap in the system's functionality. By facilitating the integration of propane-related data and enabling the addition of pertinent notes, this modification significantly reduced confusion among departments. Particularly noteworthy was the improvement in clarity when buildings were red-tagged without accompanying information, a capability that was previously absent from the system.

Areas for Improvement and Recommendations

Area for Improvement 1: Prolonged disruptions in phone and internet services revealed a critical gap in emergency response capabilities. With Verizon serving as a primary telephone provider east of the Sierra Mountains and playing a crucial role in internet connectivity, the absence of a dedicated liaison can exacerbate the impact of service outages. Coordination with Verizon, alongside other service providers such as AT&T, Suddenlink, Frontier Communications, and Hughes Net, is essential for effective emergency planning and operations. Improved engagement with these partners can enhance coordination, bolster communication systems, and mitigate the consequences of service interruptions during emergencies.

[14] Town of Mammoth Lakes, Notify Me: "HOUSE EXPLOSION ON JUNIPER ROAD IN MAMMOTH LAKES", April 1, 2023. https://www.townofmammothlakes.ca.gov/List.aspx?MID=3271

Recommendation: Invest in redundant communication systems and infrastructure to minimize the impact of service disruptions. Consider:

- Identifying telecommunications partners' points of contact and including them in emergency planning, training, and exercises.
- Implementing robust coordination protocols with telecommunications partners to ensure seamless communication and information sharing during emergencies.

Area for Improvement 2: The accessibility and responsiveness of propane providers via the local emergency dispatching system posed significant challenges during propane hazard incidents. Town staff encountered difficulties in reaching utility providers promptly to relay critical public safety concerns and coordinate response efforts. Using a general hotline instead of direct lines hampered communication with partners like AmeriGas, resulting in delays in sharing operational and public safety information. It's important to acknowledge that adverse weather conditions and the severity of the long-term snow event affected the availability and timeliness of utility IMT personnel in responding to incidents. In some instances, personnel faced travel restrictions or significant delays in reaching incident sites, further impeding response efforts.

Recommendation: Encourage propane providers to establish a dedicated emergency response protocol, including sharing a direct contact number for the Town to use during emergencies. Ensure that personnel and resources are readily available and staged in the area during times of increased hazard to respond promptly to emergency situations.

Area for Improvement 3: Unknown locations and mapping of propane tanks and lines caused significant delays in snow clearing and rescue operations. The intricate and expansive pipeline infrastructure of AmeriGas, coupled with unidentified cutoff valve locations, led to confusion and delays in gas shutdown procedures by MLFPD. This was particularly evident during the response to the Val d 'Isere Condominiums explosion in the Sierra Nevada. Existing infrastructure systems may not have adequately addressed the risks associated with abnormal snow and ice accumulation on gas distribution systems. It is imperative to accurately identify and map the locations of utility infrastructure to ensure timely arrival of first responders and swift mitigation of hazards. Due to a lack of up-to-date information, first responders were forced to rely on outdated Google satellite images, significantly impeding their ability to locate gas shutoff points and effectively manage the incident.

Recommendation: Coordinate with providers to invest in advanced technology solutions, such as real-time GIS mapping tools, to provide accurate and up-to-date information on utility infrastructure locations and flow during emergencies.

Area for Improvement 4: The limited transparency and collaboration from certain propane providers regarding incident data, communication protocols, emergency plans, and response procedures impeded the Town's ability to respond to and recover from incidents effectively. This deficiency poses ongoing risks to the safety and well-being of community members, visitors, and responders. An illustrative case occurred before the 2022-23 Winter Storms, exemplified by a three-tank explosion on Old Mammoth Road in January 2017. During this incident, AmeriGas technicians were unaware of existing propane leaks caused by snow pressure while attempting to refill tanks, highlighting the critical need for improved communication and awareness.

Recommendation: Encourage propane providers to adhere to the recommendations outlined in the Mono County Grand Jury Final Report.

Conclusion

Implications for Future Winter Storm Response

The insights gained from the various findings underscore the critical importance of strategic planning and resource allocation for future winter storm response efforts. The comprehensive analysis of strengths, areas for improvement, survey insights, and stakeholder feedback provides a roadmap for enhancing preparedness and response capabilities.

It is clear that the Town must prioritize enhancing its snow removal capabilities and infrastructure to effectively manage unprecedented snow volumes and minimize disruptions. This includes strategic investments in equipment, proactive maintenance programs, and updated protocols for efficient snow removal operations. Moreover, improving communication and coordination among stakeholders, including utility providers and emergency services, is paramount to ensure cohesive emergency operations and timely responses to various incidents.

Additionally, there is a need to improve communication strategies with residents and visitors to enhance public awareness, safety, and preparedness during winter storms. Establishing dedicated emergency relief facilities with essential resources can serve as centralized hubs for aid distribution, critical information dissemination, and providing shelter and support during emergencies. Moreover, developing comprehensive hazard mitigation plans with detailed projects aimed at mitigating potential risks is crucial for strengthening the Town's resilience and preparedness.

In conclusion, by implementing the recommendations discussed and addressing the identified areas for improvement, the Town can significantly enhance its capacity to respond to and recover from future winter storms. This proactive approach will safeguard the community, infrastructure, and well-being of residents and visitors, ensuring a more resilient and adaptive response to extreme weather events in the future.

A Call to Action to Utility Providers

To mitigate the risk of explosions and potential damage caused by snow and ice accumulation on pipeline facilities, gas utility providers must take proactive measures to address safety risks. These efforts should be well-documented and integrated into existing plans, policies, procedures, and training programs.

The February 11, 2016, Pipeline Safety Advisory Bulletin (Docket No. PHMSA–2016–0013) by the Pipeline and Hazardous Materials Safety Administration emphasizes the importance of preventing damage to gas distribution systems from abnormal snow and ice build-up. Regardless of regulatory oversight by the Pipeline and Hazardous Materials Safety Administration or state agencies, utility providers should heed the recommendations outlined in the bulletin to safeguard the community and protect residences, facilities, services, and infrastructure.[15]

[15] Pipeline and Hazardous Materials Safety Administration; Department of Transportation, Pipeline Safety: Dangers of Abnormal Snow and Ice Build-Up on Gas Distribution Systems, February 11, 2026.

Appendices

Acronyms

Table 2: Acronyms

Acronym	Description
AAR	After-Action Report
AFN	Access and Functional Needs
ARC	American Red Cross
CERT	Community Emergency Response Team
CSTI	California Specialized Training Institute
DRC	Disaster Recovery Center
EMS	Emergency Medical Services
EOC	Emergency Operations Center
FEMA	Federal Emergency Management Agency
GEM	Genasys Emergency Management
GIS	Geographic Information Systems
IMT	Incident Management Team
IP	Improvement Plan
IPAWS	Integrated Public Alert and Warning System
JIC	Joint Information Center
MLFPD	Mammoth Lakes Fire Protection District
MLPD	Mammoth Lakes Police Department
MLT	Mammoth Lakes Tourism
NWS	National Weather Service
PIO	Public Information Officer
SAP	Safety Assessment Program
SBA	Small Business Administration
SCE	Southern California Edison
USAR	Urban Search and Rescue

https://www.federalregister.gov/documents/2016/02/11/2016-02704/pipeline-safety-dangers-of-abnormal-snow-and-ice-build-up-on-gas-distribution-systems

References

1. Cal OES, Snow Removal Operation Summary Report, April 12, 2023.
2. Facilitated Discussion
3. Firehouse Report Code 412
4. Mammoth Lakes Tourism, Fiscal Year 22/23 Annual Report.
5. Mammoth Mountain Ski Patrol Storm Summaries | 18/19-22/23
6. Pipeline and Hazardous Materials Safety Administration; Department of Transportation, Pipeline Safety: Dangers of Abnormal Snow and Ice Build-Up on Gas Distribution Systems, February 11, 2026. https://www.federalregister.gov/documents/2016/02/11/2016-02704/pipeline-safety-dangers-of-abnormal-snow-and-ice-build-up-on-gas-distribution-systems
7. Survey Responses
8. Town of Mammoth Lakes, Notify Me "WARMING CENTER NOW OPEN (12/31) @ 5:00pm", December 31, 2023. https://www.townofmammothlakes.ca.gov/List.aspx?MID=3129
9. Town of Mammoth Lakes, Notify Me: "HOUSE EXPLOSION ON JUNIPER ROAD IN MAMMOTH LAKES", April 1, 2023. https://www.townofmammothlakes.ca.gov/List.aspx?MID=3271
10. Town of Mammoth Lakes, Press Release "Town Launches Extreme Weather Business Recovery Program To Provide Much Needed Funding For Mammoth Lakes Small Businesses", May 15, 2023. https://webapps.mono.ca.gov/ERRR/ready-resources/PSA_TOWN%20LAUNCHES%20EXTREME%20WEATHER%20BUSINESS%20RECOVERY%20PROGRAM%20TO%20PROVIDE%20MUCH%20NEEDED%20FUNDING%20FOR%20MAMMOTH%20LAKES%20SMALL%20BUSINESSES_5-15-2023.pdf

Acknowledgments

Special thanks to the many individuals who contributed to the production of this report, generously sharing their time and expertise despite their busy schedules.

Name	Project Role
Haislip Hayes	Project Manager, Town of Mammoth Lakes
Dan Holler	Planning Team, Town of Mammoth Lakes
Daniel Casabian	Planning Team, Town of Mammoth Lakes
Rob Patterson	Planning Team, Town of Mammoth Lakes
Stuart Brown	Planning Team, Town of Mammoth Lakes
Ales Tomaier	Planning Team, Mammoth Lakes Fire Protection District
Chris Mokracek	Mono County Emergency Management
Manuel Rodriguez	Project Manager, Constant Associates
Aleks Baran	Deputy Project Manager, Constant Associates
Kim Hayward Buys	Project Sponsor, Constant Associates
Alyssa Antczak	Project Support, Constant Associates
Jessica Driskill	Project Support, Constant Associates
Joe Jordan	Project Support, Constant Associates
Nathan Carpenter	Project Support, Constant Associates

Improvement Plan

This Improvement Plan (IP) was developed to assist the Town of Mammoth Lakes in implementing the recommended improvement actions identified in the 2022-23 Winter Storms After-Action Report. While the Town has made significant strides in learning from the impacts of the 2022-23 Winter Storm season, the recovery and improvement process is ongoing. Special consideration must be given to prioritizing the following improvement recommendations and the time frames for their full implementation, taking into account the availability of necessary resources and support. It is important to note that the Town may not be able to fully accomplish every improvement action listed here, and programmatic goals and resource availability over time may necessitate changes or revisions. Therefore, this IP should be reviewed regularly to document the progress of the recommended improvement actions and adjust as needed.

Town Leadership Management

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
At the onset of the emergency, there was a lack of clarity regarding the delegation of authority, responsibilities, and coordination between the County EOC and the State IMTs.	Advocate for the County to develop clear protocols outlining the delegation of authority, responsibilities, and coordination between County and state IMTs.	Town of Mammoth Lakes (TOML)	Town Manager and Public Works Director	Medium	3/21/2024	In-Progress
Challenges with real-time information sharing and coordination among response partners impacted decision-making efforts and operational efficiency.	Encourage the County to utilize online platforms like Zoom and Microsoft Teams to conduct virtual EOC operations and meetings.	TOML / Mono County (Co)	All parties	High	Now	Complete
A lack of understanding of ICS and incident response principles negatively impacted response operations.	Develop an integrated preparedness plan or training and exercise plan to document the Town's preparedness priorities for a specific multi-year period.	TOML / Mono Co	Mono Co Emergency Management Director	Medium	7/1/2025	Not Started

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
The documentation and tracking process for reimbursement of incident response costs was unclear.	Identify and train additional staff in ICS with a focus on documentation management and reimbursement procedures to ensure incident response staff is knowledgeable and prepared for future emergencies.	TOML	Finance Staff / Mono Co Emergency Management Director	Medium	7/1/2025	Not Started
The current Hazard Mitigation Plan lacks detailed projects aimed at mitigating potential risks and effectively addressing future emergencies.	Enhance the Town/County Hazard Mitigation Plan by incorporating projects and policy recommendations identified in this AAR.	TOML / Mono Co	TOML Town Manager & Public Works Director / Mono Co Emergency Management Director	High	FY 25-26	In-Progress

Public Information and Messaging

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
The Town faced challenges in translating important messaging from English to Spanish in a timely manner.	Establish a process for facilitating rapid access to language translation resources during emergencies.	TOML	TOML Public Information Officer / MLPD	Medium	FY 24/25	Not Started
The Town did not have the capability to provide services for individuals with hearing impairments.	Explore and implement alternative communication methods to reach individuals with hearing impairments for public meetings.	TOML	Mono Co Information Technology Manager and TOML Public Information Officer	High	FY 25/26	In-Progress
The Town lacks the capability to deliver crucial emergency and safety information to visitors.	Explore the installation of permanent digital signage infrastructure, such as Electronic Message Boards (EMBs), Variable Message Signs (VMSs), or Changeable Message Signs (CMSs) to deliver real-time emergency updates, safety instructions, and important information to both residents and visitors	TOML	Public Works Engineering / Mammoth Lakes Tourism	None	FY 25/26	Not Started

Social Services and Sheltering

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
The limited number of American Red Cross (ARC) and general volunteers in the county posed a significant challenge for shelter staffing and support.	Develop and maintain reserve lists of volunteers within the community who are willing to serve as backup shelter staff during emergencies.	Red Cross Mono Co	Leanna Carskaddon Sr. Volunteer Recruiter American Red Cross I Kern and Eastern Sierra Chapter Leanna.Carskaddon3@redcross.org 805-795-1817 Cathy Young Supervising Staff Services Analyst 1290 Tavern Rd Mammoth Lakes, CA 93546 cyoung@mono.ca.gov 760-924-1780	High	Ongoing	In-Progress
There is a limited number of pre-identified locations suitable for sheltering.	Identify and assess additional potential shelter locations within the Town and surrounding areas.	Mono Co	Cathy Young Supervising Staff Services Analyst 1290 Tavern Rd Mammoth Lakes, CA 93546 cyoung@mono.ca.gov 760-924-1780	Medium	Assessments ongoing	In-Progress
Upon activating shelters, the County shelter supply trailer was inaccessible due to snow accumulations.	Prioritize snow removal around the County shelter supply trailer and other essential supply storage locations to facilitate rapid access during emergencies.	Mono Co MUSD	Public Works – Karyn Spears Maintenance - Gary Taylor	Medium	4/30/2024	In-Progress

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
The Town faced challenges in securing lodging for volunteers and USAR teams due to limited hotel room availability.	Identify and evaluate potential temporary shelter locations that can be activated quickly during emergencies to accommodate emergency responders and volunteers.	TOML	Town Manager and Administrative Staff	Low	FY 25-26	Not Started
The Town lacks a dedicated emergency relief facility for the public.	Construct a dedicated emergency relief facility equipped with essential resources and facilities to serve as a centralized hub for distributing aid, disseminating critical information, and providing a cooling/warming center and community kitchen for the public during emergencies.	TOML	Town Manager and Public Works Director	High	FY 25-26	In-Progress

Visitation and Business Impacts

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
Business owners experienced significant challenges stemming from unplowed streets.	Explore options for financial assistance or subsidies to alleviate the burden of snow removal costs on businesses, such as grants or low-interest loans specifically tailored for emergency snow removal efforts.	Chamber	Exec Director	Medium	12/1/2024	Not Started
Some business owners felt there was a lack of communication between the Town and private businesses.	Advise businesses of the proper channels to receive information. Develop outreach program to ensure businesses know where to get up to date information.	Chamber / Mono Co	Emergency Services / Exec Director	High	FY 2024/25	Not Started

Fire and Public Safety Response

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level oof Priority	Due Date	Status
The MLFPD Fire Chief juggled dual roles at the County and Town levels, posing a challenge to prioritize the Town's versus the County's response efforts.	Explore options to increase firefighting capacity of MLFPD through increased staffing, training, and equipment acquisition.	MLFPD	Fire Chief	High	Ongoing	In-Progress
In the initial response phases, maintaining accountability and effective communication with USAR teams presented significant challenges.	Develop standardized reporting protocols and procedures for USAR teams to regularly communicate their locations, activities, and resource needs.	MLFPD	Fire Chief	Low	FY 25-26	Not Started
The Town experienced delays in requesting and receiving critical resources and equipment.	Develop and maintain a comprehensive inventory of critical resources and equipment required for emergency response, including their specifications and availability, to facilitate swift procurement during crises.	TOML / Mono Co	TOML Town Manager & Public Works Director / Mono Co Emergency Management Director	Medium	FY 24-25	Not Started
MLFPD lacks comprehensive protocols specifically designed to address the hazards associated with propane in potentially explosive environments.	Establish clear and standardized operating procedures for MLFPD personnel when dealing with propane emergencies, including protocols for assessing, containing, and mitigating propane leaks or explosions.	MLFPD	Fire Chief	High	FY 24-25	In-Progress

Transportation and Snow Removal

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
Delays in the procurement of essential snow removal resources occurred due to the lack of a standardized list outlining equipment specifications.	Develop a standardized list of snow removal equipment and specifications to streamline the process of requesting and acquiring necessary resources during emergencies. Additionally, request a list of available equipment from CAL OES to ensure adequate preparedness for future winter storms.	TOML / Mono CO	TOML Public Works / Mono Co Emergency Management Director	Medium	FY 24/25	Not Started
The Town faced difficulties in plowing and maintaining narrow roadways and parking areas in high elevations due to lack of snow storage.	Develop plans to increase snow storage capacity in high-elevation areas by identifying additional storage locations or optimizing existing ones.	TOML	Public Works Director	High	Ongoing	In-Progress
Mapping applications like Google Maps, Apple Maps, and Waze inadvertently directed visitors and residents to closed, damaged, or impassable roads.	Explore the integration of emergency response data directly into popular navigation apps, enabling automatic updates on road closures and hazardous conditions.	TOML / Mono Co / USFS / Caltrans	Emergency Ops/ IT / Sherriff / PW	Urgent	Summer 2024	In-Progress
The Town, Caltrans, and Mono County experienced challenges in coordinating service sharing effectively.	Develop a formal mutual aid agreement between the Town, Caltrans, and Mono County to facilitate efficient sharing of services during emergencies and high-impact events.	TOML / Mono Co	Public Works Directors	Medium	FY 24/25	In-Progress

Building and Structural Issues

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
Confusion among response partners regarding tagging procedures and inspection coding post-inspections hindered operational efficiency and communication.	Develop clear and consistent tagging procedures for identifying and documenting structural damage across all response agencies involved in emergency operations.	Mono Co	Emergency Ops	Low	FY 25/26	In-Progress
The Town encountered challenges due to the absence of a comprehensive documentation follow-up process for the outcomes of building tagging and resolution activities.	Establish clear and standardized documentation procedures for building tagging and resolution activities, outlining the necessary steps and information to be recorded for each tagged structure.	TOML	Building	Medium	Ongoing	In-Progress
Public confusion arose regarding the damage reporting process due to conflicting messages conveyed to the community.	Ensure public messaging regarding public survey/damage reporting are consistent and clearly outline the purpose and process, distinguishing between financial assistance and property inspection requirements.	Town / Mono Co	TOML Building Department / Mono Co Emergency Management Director	Low	Ongoing	Complete
Building codes and community standards were not adequate to address the significant snow loads and propane infrastructure deficiencies.	Review and update building codes to incorporate provisions for structures to withstand heavy snow loads, ensuring structural integrity during severe weather events.	Town / Mono Co	TOML & Mono Co Building Dept and Comm Dev	High	Ongoing	In-Progress

Propane/Utilities Issues

Area for Improvement	Recommendation	Primary Responsible Organization	Organization POC	Level of Priority	Due Date	Status
Prolonged disruptions in phone and internet services revealed a critical gap in emergency response capabilities.	Invest in redundant communication systems and infrastructure to minimize the impact of service disruptions.	All Agencies	Mono Co Emergency Operation Director	High	FY 24-25	In-Progress
The accessibility and responsiveness of propane providers via the local emergency dispatching system posed significant challenges during propane hazard incidents.	Encourage propane providers to establish a dedicated emergency response protocol, including sharing a direct contact number for the Town to use during emergencies. Ensure that personnel and resources are readily available and staged in the area during times of increased hazard to respond promptly to emergency situations.	TOML & Utilities	Town Manager & Public Works Director	High	7/1/2025	In-Progress
Unknown locations and mapping of propane tanks and lines caused significant delays in snow clearing and rescue operations.	Coordinate with providers to invest in advanced technology solutions, such as real-time GIS mapping tools, to provide accurate and up-to-date information on utility infrastructure locations and flow during emergencies.	TOML & Utilities	Town Manager & Public Works Director	High	7/1/2025	In-Progress
The limited transparency and collaboration from certain propane providers regarding incident data, communication protocols, emergency plans, and response procedures impeded the Town's ability to respond to and recover from incidents effectively.	Encourage propane providers to adhere to the recommendations outlined in the Mono County Grand Jury Final Report.	TOML & Utilities	Town Manager & Public Works Director	High	7/1/2025	In-Progress

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Information Technology

TIME REQUIRED 20 minutes

SUBJECT California Radio Interoperable System (CRIS) Update

PERSONS APPEARING BEFORE THE BOARD Mike Martinez, Information Technology Director

AGENDA DESCRIPTION:

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

Provide update on the California Interoperable Radio System (CRIS) project.

RECOMMENDED ACTION:

None, informational only. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Mike Martinez

PHONE/EMAIL: 1819 / mmartinez@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report
Presentation

History

Time	Who	Approval
6/4/2024 9:30 AM	County Counsel	Yes
6/5/2024 11:16 AM	Finance	Yes
6/6/2024 12:45 PM	County Administrative Office	Yes

INFORMATION TECHNOLOGY
COUNTY OF MONO

PO BOX 7657 | 1290 TAVERN ROAD | MAMMOTH LAKES, CA 93546
(760) 924-1819 • mmartinez@mono.ca.gov

Mike Martinez
Information Technology Director

June 11, 2024

To Honorable Board of Supervisors

From Mike Martinez, Information Technology Director

Subject California Radio Interoperable System (CRIS) Project update

Project History

On November 21, 2023, the Board entered into Cooperative Service Agreement between the California Governor's Office of Emergency Services, Public Safety Communications (CalOES/PSC) as subscribers to the California Radio Interoperable System (CRIS). The CRIS is a statewide trunked radio system designed to provide state, federal, local, and tribal public safety-first responders with the ability to seamlessly communicate intra-agency and inter-agency across the majority of the State of California.

The agreement outlined the responsibilities of both CalOES/PSC and the County. Included in the County's responsibilities is to pay Cal OES/PSC a monthly subscriber fee for each radio assigned to a primary subscriber of the CRIS system in Mono County, including primary subscribers who are employees or designees of Mono County, the Town of Mammoth Lakes, and the Mammoth Lakes Fire Protection District.

Project timeline and Progress

In January 2024, County Information Technology (IT) staff ordered and received 849 radios, the Town of Mammoth Lakes also ordered an additional 24 radios. Total project scope as of May 24, 2024, is 1,026 Radios, 777 Radios being County departments and volunteer fire districts and 249 Radios operated by the Town of Mammoth Lakes.

Beginning in April 2024, IT staff started working on the development of radio code and programming of the radios. The code development has been delayed at the State level and is in continual development.

Beginning in May 2024, IT staff began the physical installation of radios in vehicles. To date installations are complete for Bridgeport Fire Protection District, County Emergency Medical Services and County Public Works Bridgeport Roads Department. IT Staff are currently in the deployment phase for the Town of Mammoth Lakes Public Works (including Mammoth Yosemite Airport, Department of Parks and Recreation, Department of Engineering), and Mammoth Lakes Police Department. Simultaneously, dispatch integration is under way and expected to be completed in the first week of August 2024.

As agency availability and dispatch operations allow, soft testing phase will be conducted to discover limitations of CRIS. IT staff continue to schedule equipment installation for County Public Works, County Fire Districts, Sheriff's Department, Mammoth Lakes Fire Protection District and all other county agencies. The goal is to complete equipment installation by the end of September 2024.

Training will take place ad-hoc during installation campaigns. August through November 2024 IT staff will be performing a reprogramming campaign to update all radios system-wide. The targeted launch date is October 2024 with October and November being utilized for testing, troubleshooting and rolling agency adoption.

California Interoperable Radio System (CRIS) Update

June 11, 2024

Mike Martinez
Information Technology Director – Mono County

California Radio Interoperable System (CRIS)

Project Background

- CRIS is a statewide trunked radio system for seamless communication among state, federal, local, and tribal public safety-first responders across California.
- County entered into agreements with Mammoth Lakes Fire Protection District and Town of Mammoth Lakes for purchase of radios.
- Lease Agreements Mammoth Lakes Fire Protection District, Antelope Valley Fire Protection District, with Mammoth Mountain Ski Area (pending).
- Mono County Board of Supervisors entered into an agreement with CalOES for the CRIS Service Agreement in November 2023 (Minute Order M23-266).

California Radio Interoperable System (CRIS)

Project Timeline

- February – December 2024: Programming of 1,023 radios began.
- May – November 2024: Installations of Radios.
- October - November 2024: Testing, troubleshooting, and agency adoption.
- Late Fall 2024: Targeted go-live.

Key Numbers

- Purchased 849 Radios
- Program and Install 1,023 Radios
  - 777 Mono County
  - 146 Town of Mammoth Lakes
  - 100 Mammoth Fire Protection District

California Radio Interoperable System (CRIS)

Progress

- April 2024: Initial Test Installs with Bridgeport Fire Department
- May 2024: Install began across various agencies
  - Mono County
    - Bridgeport Road Shop, Mono County Trails, District Attorney, EMS
  - Town of Mammoth Lakes
    - Administration, Parks and Recreation, Public Works Roads
- Training occurring at time of radio installation

California Radio Interoperable System (CRIS)

Upcoming Work: Radio Installs to be Scheduled

- Mono County Public Works Road Shop – Benton, Crowley, Lee Vining, Walker
- Mono County Agencies
- Mammoth Lakes Police Department
- Mammoth Lakes Fire Protection District
- Fire Districts

California Radio Interoperable System (CRIS)

Dispatch Upgrades

- Radios have been installed at Dispatch
- New power systems and antenna installations at Dispatch
- Design and Deployment of new console integration

California Radio Interoperable System (CRIS)

Repeater Sites

- Antennas Installed at Mammoth and June Mountain Ski Areas
- Repeater equipment ready for CalOES to install
- Antelope Valley Fire – Procurement and Install of Radio Shelter
- Antelope Mountain – State and AT&T legal review
- State to improve power systems at Sweetwater and Leviathan
- Conway Summit is online

California Radio Interoperable System (CRIS)

Funding – Internal Service Fund (ISF)

- Development of ISF to cover:
  - Purchase of equipment
  - Coordination of equipment installation
  - Radio Programming
  - Radio and equipment maintenance
  - Rates for services

California Radio Interoperable System (CRIS)

CRIS Policy Development

- Internal Service Fund
- Recommend formation of a Policy and Procedure Group to formalize operational and mutual aid procedures.

Questions

Questions?

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Human Resources

TIME REQUIRED 10 minutes

SUBJECT Reclassification for District Attorney's Office

PERSONS APPEARING BEFORE THE BOARD Christine Bouchard, Assistant County Administrative Officer

AGENDA DESCRIPTION:

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

Reclassification of Elizabeth Pelichowski into the position of Management Analyst, Step A, and amending the position allocation list removing one Administrative Services Specialist and adding one Management Analyst to the District Attorney's office. Proposed resolution approving a contract with Elizabeth Pelichowski as Management Analyst to the District Attorney's office, and prescribing the compensation, appointment, and conditions of said employment.

RECOMMENDED ACTION:

1. Approve the reclassification of Elizabeth Pelichowski into the position of Management Analyst, Step A. 2. Adopt resolution amending the position allocation list removing one Administrative Services Specialist and adding one Management Analyst to the District Attorney's office. 3. Announce fiscal impact. Adopt proposed resolution approving a contract with Elizabeth Pelichowski as Management Analyst, 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:

The total cost for the Management Analyst position is $137,231, of which $107,065 is salary and $30,166 is benefits. The cost for the remainder of the year is $14,775, of which $7,627 is salary and $7,149 is benefits. The positions are funded by the General Fund.

CONTACT NAME: Christine Bouchard

PHONE/EMAIL: 5414 / cbouchard@mono.ca.gov

SEND COPIES TO:

HR District Attorney

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report

Allocation Resolution
Elizabeth Resolution
Agreement

History

Time	Who	Approval
5/30/2024 12:17 PM	County Counsel	Yes
6/6/2024 1:14 PM	Finance	Yes
6/6/2024 4:12 PM	County Administrative Office	Yes

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

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

To: Board of Supervisors

From: Christine Bouchard, Assistant County Administrative Officer

Date: June 4, 2024

Re: Amendment to Allocation List Deleting One Administrative Services Specialist and Adding One Management Analyst to the District Attorney's Office.

Strategic Plan Focus Area(s) Met

☐ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function

☐ Sustainable Public Lands ☒ Workforce & Operational Excellence

Discussion

The Mono County District Attorney's Office would like to remove one Administrative Services Specialist position and replace it with one Management Analyst position.

Human Resources staff completed a desk audit on Elizabeth Pelichowski. Ms. Pelichowski currently holds the position of Administrative Services Specialist. The audit concluded the complexity of her work warrants a more advanced classification. This audit determined the Management Analyst position, Step A would more appropriately meet her current responsibilities, requiring three years of professional level administrative and management analysis, performing a full range of complex and difficult professional analytical, programmatic, and administrative duties involving the use of independent judgement and personal initiative. This reclassification will remove one Administrative Services Specialist from the MCPE Bargaining Unit and add one Management Analyst to the At-Will Group. The MCPE Representative was notified and is in agreement with the changes.

The total cost for Management Analyst is $137,231, of which $107,065 is salary and $30,166 is benefits. The cost for the remainder of the year is $14,775, of which $7,627 is salary and $7,149 is benefits. The positions are funded by the General Fund.

R24-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS AUTHORIZING THE COUNTY ADMINISTRATIVE OFFICER TO AMEND THE COUNTY OF MONO LIST OF ALLOCATED POSITIONS IN THE DISTRICT ATTORNEY'S OFFICE

WHEREAS, the County of Mono maintains a list of County job classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications on its List of Allocated Positions (or "Allocation List"); and

WHEREAS, the Allocation List identifies approved vacancies for recruitment and selection by Human Resources and implements collective bargaining agreements related to job classifications and pay rates; and

WHEREAS, the County seeks to provide public services in the most efficient and economical manner possible, which at times requires the modification of the job classifications on the Allocation List; and

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

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that the County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to reflect the following changes all within the District Attorney's Office:

Eliminate the allocation of one full-time permanent Administrative Services Specialist salary range MCPE 69 (new total: Zero),

Add the allocation of one full-time permanent Management Analyst salary range AT-Will 115 (new total: One).

//

//

PASSED, APPROVED and **ADOPTED** this _____ day of _____, 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
John Peters, Chair
Mono County Board of Supervisors

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:

_____
County Counsel

RESOLUTION NO. R24-

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS APPROVING AN AGREEMENT PRESCRIBING THE COMPENSATION, APPOINTMENT, AND CONDITIONS OF EMPLOYMENT OF ELIZABETH PELICHOWSKI

WHEREAS, the Mono County Board of Supervisors has the authority under Section 25300 of the Government Code to prescribe the compensation, appointment, and conditions of employment of County employees;

NOW, THEREFORE, BE IT RESOLVED by the Mono County Board of Supervisors, that the Agreement Regarding Terms and Conditions of Employment of Elizabeth Pelichowski, a copy of which is attached hereto as an exhibit and incorporated herein by this reference as though fully set forth, is hereby approved and the compensation, appointment, and other terms and conditions of employment set forth in that Agreement are hereby prescribed and shall govern the employment of Elizabeth Pelichowski. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.

PASSED AND ADOPTED this 11th day of June, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Clerk of the Board

_____
John Peters, Chair
Board of Supervisors

APPROVED AS TO FORM:

_____
COUNTY COUNSEL

AGREEMENT REGARDING TERMS AND CONDITIONS OF EMPLOYMENT OF ELIZABETH PELICHOWSKI AS MANAGEMENT ANALYST FOR MONO COUNTY

This Agreement is entered into by and between Elizabeth Pelichowski and the County of Mono (hereinafter "County").

I. RECITALS

Elizabeth Pelichowski (hereinafter "Ms. Pelichowski") is currently employed by County as its Administrative Services Specialist for the District Attorney's Office. The County now wishes to employ Ms. Pelichowski in the at-will position of Management Analyst for the District Attorney's Office in accordance with the terms and conditions set forth in this Agreement. Ms. Pelichowski wishes to accept employment with the County on said terms and conditions.

II. AGREEMENT

1. This Agreement shall commence June 11, 2024 ("Effective Date"), and shall remain in effect unless or until terminated by either party in accordance with this Agreement.

2. As of the Effective Date, Ms. Pelichowski shall be employed by Mono County as its Management Analyst, serving at the will and pleasure of the District Attorney. Ms. Pelichowski accepts such employment. The District Attorney shall be deemed the "appointing authority" for all purposes with respect to Ms. Pelichowski's employment. The District Attorney and Ms. Pelichowski will work together to establish specific, measurable, achievable and realistic performance goals for Ms. Pelichowski's work. Ms. Pelichowski's job performance and progress towards achieving the agreed-upon goals shall be evaluated by the District Attorney in accordance with the "Policy Regarding the Compensation of At-Will and Elected Management Level Officers and Employees" most recently adopted by the Mono County Board of Supervisors on April 2, 2024, and as the same may be amended or updated from time to time and unilaterally implemented by the County (hereinafter the "***Management Compensation Policy***").

3. Ms. Pelichowski's salary shall be Range 115, Step A as set forth in the "Resolution of the Mono County Board of Supervisors Adopting a Salary Matrix and Position Assignment Schedule for At-Will Employees and Elected Department Heads" most recently adopted on April 2, 2024, and as same may be amended or updated from time to time and unilaterally implemented by the County (hereinafter the "***Salary Matrix***") and shall be modified as provided in the then-applicable Management Compensation Policy and the Salary Matrix.

4. Ms. Pelichowski understands that she is responsible for paying the employee's share of any retirement contributions owed to the Public Employees Retirement System (PERS) with respect to her employment for the County as determined by the County's contract with PERS and/or County policy, and also any employee share of the "normal cost" of

her retirement benefits that may be mandated by the Public Employees' Pension Reform Act of 2013 (PEPRA).

5. Ms. Pelichowski shall continue to earn and accrue vacation and sick leave in accordance with the "Policy Regarding Benefits of At-Will and Elected Management-Level Officers and Employees" updated most recently by the Mono County Board of Supervisors on April 2, 2024, and as the same may be further amended from time to time and unilaterally implemented by the County (hereinafter the "***Management Benefits Policy***") and in accordance with any applicable County Code provisions not in conflict with said Policy. Also, pursuant to said Policy, in recognition of the fact that her employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, she shall be entitled to 80 hours of merit leave (aka administrative leave) during each calendar year of service under this Agreement, prorated for 2024 to reflect Ms. Pelichowski's June 11, 2024 start date. Ms. Pelichowski understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31st of each calendar year in which it is provided, or it is lost. Consistent with Ms. Pelichowski's uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Ms. Pelichowski may have accrued as of the effective date of this Agreement nor on her original date of hire or total years of service as a County employee, to the extent the same may be relevant in determining such accruals or Ms. Pelichowski's date of eligibility for or vesting of any non-salary benefits or for any other purpose.

6. The County shall pay the professional dues, subscriptions, and other educational expenses necessary for Ms. Pelichowski's full participation in applicable professional associations, for her continued professional growth and for the good of the County, as determined to be appropriate, and as approved by the District Attorney.

7. To the extent not inconsistent with the foregoing or any other provision of this Agreement, Ms. Pelichowski shall be entitled to the same general benefits provided by the County to other management-level employees, as described more fully in the Management Benefits Policy. Such benefits include but are not limited to CalPERS retirement benefits at the tier applicable to Ms. Pelichowski's employment, CalPERS medical insurance, County dental and vision coverage, and life insurance.

8. Ms. Pelichowski understands and agrees that her receipt of compensation or benefits of any kind under this Agreement or under any applicable County Code provision or policy – including but not limited to salary, insurance coverage, and paid holidays or leaves – is expressly contingent on her actual and regular rendering of full-time personal services to the County or, in the event of any absence, upon her proper use of any accrued leave. Should Ms. Pelichowski cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then she shall cease earning or receiving any additional compensation or benefits until such time as she returns to work and resumes rendering personal services; provided, however, that the County shall provide any compensation or benefits mandated by state or federal law.

Furthermore, should Ms. Pelichowski's regular schedule ever be reduced to less than full-time employment, on a temporary or permanent basis, then all compensation and benefits provided by this Agreement or any applicable County policies shall be reduced on a pro-rata basis, except for those benefits that the County does not generally pro-rate for its other part-time employees.

9. Consistent with the "at will" nature of Ms. Pelichowski's employment, the District Attorney may terminate Ms. Pelichowski's employment at any time during this Agreement, without cause. In such event, this Agreement shall automatically terminate concurrently with the effective date of the termination. Ms. Pelichowski understands and acknowledges that as an "at will" employee, she will not have permanent status nor will her employment be governed by the County Personnel System (Mono County Personnel Rules) except to the extent that System is ever modified to apply expressly to at-will employees. Among other things, she will have no property interest in her employment, no right to be terminated or disciplined only for just cause, and no right to appeal, challenge, or otherwise be heard regarding any such termination or other disciplinary action the County Administrative Officer may, in his or her discretion, take during Ms. Pelichowski's employment.

10. In the event of a termination without cause under paragraph 9 occurring after the first twelve (12) months of Ms. Pelichowski's employment under this Agreement, Ms. Pelichowski shall receive as severance pay a lump sum equal to two (2) months' salary. For purposes of severance pay, "salary" refers only to base compensation. Ms. Pelichowski shall not be entitled to any severance pay in the event that the District Attorney has grounds to discipline her on or about the time he or she gives notice of termination. For purposes of this provision, grounds for discipline include but are not limited to those specified in section 520 of the Mono County Personnel Rules, as the same may be amended from time to time. Ms. Pelichowski shall also not be entitled to any severance pay in the event that she becomes unable to perform the essential functions of her position (with or without reasonable accommodations) and her employment is duly terminated for such non-disciplinary reasons.

11. Ms. Pelichowski may resign her employment with the County at any time. Her resignation shall be deemed effective when tendered, and this agreement shall automatically terminate on that same date, unless otherwise mutually agreed to in writing by the parties. Ms. Pelichowski shall not be entitled to any severance pay or to earn or accrue additional compensation of any kind after the effective date of such resignation.

12. This Agreement constitutes the entire agreement of the parties with respect to the employment of Ms. Pelichowski, and shall supersede and replace any and all prior agreements or understandings regarding Ms. Pelichowski's employment.

13. The parties agree that the Board of Supervisors' approval of this Agreement on behalf of the County is a legislative act and that through this agreement, the Board of Supervisors is carrying out its responsibility and authority under Section 25300 of the Government

Code to set the terms and conditions of County employment. It is not the parties' intent to alter in any way the fundamental statutory (non-contractual) nature of Ms. Pelichowski's employment with the County nor to give rise to any future contractual remedies for breach of this Agreement or of an implied covenant of good faith and fair dealing. Rather, the parties intend that Ms. Pelichowski's sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus. Pursuant to Government Code sections 53243 et seq., Ms. Pelichowski shall reimburse the County for any paid leave pending an investigation, legal criminal defense, or cash settlement related to termination by the County if Ms. Pelichowski is convicted of a crime involving abuse of office or position.

14. Ms. Pelichowski acknowledges that this Agreement is executed voluntarily by her, without duress or undue influence on the part or on behalf of the County. Ms. Pelichowski further acknowledges that she has participated in the negotiation and preparation of this Agreement and has had the opportunity to be represented by counsel with respect to such negotiation and preparation or does hereby knowingly waive her right to do so, and that she is fully aware of the contents of this Agreement and of its legal effect. Thus, any ambiguities in this Agreement shall not be resolved in favor of or against either party.

15. For purposes of this Agreement, a photocopy, facsimile, .pdf, or electronically scanned signatures, including but not limited to Docusign or similar service, shall be deemed as valid and as enforceable as an original.

III. EXECUTION:

This Agreement is executed by the parties this 11th day of June, 2024.

EMPLOYEE	THE COUNTY OF MONO
_____	_____
Elizabeth Pelichowski	John Peters, Chair Board of Supervisors

APPROVED AS TO FORM:

_____
COUNTY COUNSEL

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

Departments: Human Resources

TIME REQUIRED 5 minutes

SUBJECT Resolution Amending the Allocation List for Health and Human Services Department

PERSONS APPEARING BEFORE THE BOARD Christine Bouchard, Assistant County Administrative Officer

AGENDA DESCRIPTION:

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

Resolution Amending the Allocation List for Health and Human Services Department adding one temporary Intern.

RECOMMENDED ACTION:

Adopt proposed resolution.

FISCAL IMPACT:

The total cost for Tobacco Prevention Program Intern is $5,586, of which $4,900 is salary and $686 is benefits. The position is funded through the Tobacco Control Grant.

CONTACT NAME: Christine Bouchard

PHONE/EMAIL: 7609325414 / cbouchard@mono.ca.gov

SEND COPIES TO:

HR, HHS

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
Staff Report
Resolution

History

Time	Who	Approval
6/6/2024 1:45 PM	County Counsel	Yes
6/5/2024 11:10 AM	Finance	Yes

6/6/2024 4:18 PM	County Administrative Office	Yes

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

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

To: Board of Supervisors

From: Christine Bouchard, Assistant County Administrator

Date: June 11, 2024

Re: Amendment to Allocation Adding One Tobacco Prevention Program Intern

Strategic Plan Focus Area(s) Met

☐ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function

☐ Sustainable Public Lands ☒ Workforce & Operational Excellence

Discussion

Mono County Public Health Tobacco Education Program is requesting the allocation of one intern position. This internship is Activity #3-12-5 from Contract # CTCP-21-26; the 2022-2025 Local Lead Agency Comprehensive Tobacco Control Plan. Mono County Public Health's Tobacco Education Program is a state mandated program required by Health and Safety Code (HSC) 104375; and funding made available from Proposition 99 (Prop 99), the Tobacco Tax and Health Protection Act of 1988 and Proposition 56 (Prop 56), the California Healthcare, Research and Prevention Tax Act of 2016. This is a required position and activity for the 2022-2025 Mono County Tobacco Education Program grant. The purpose of hosting an internship is to build capacity for the public health workforce, specifically providing paraprofessional employment for Eastern Sierra students. Having an intern on staff will increase capacity to provide summer programming to the Tobacco Education Program's Youth Coalition. This candidate will also have the opportunity to shadow and support other health and human services programs, community health needs assessment activities, and outreach events through the busy summer season.

This internship program is part of a statewide Public Health Pipeline (PHP) initiative to develop a diverse and well-trained public health workforce in California. This is especially important in rural regions such as Mono County. Hosting interns allows public health departments to identify and mentor potential future employees. Observing their work ethic, skills, and adaptability during the internship provides insights into their suitability for future full-time positions. This cost-effective support allows the department

to undertake more projects and initiatives without significant financial strain. Hosting an intern is an investment in the future of the public health workforce. This will enhance our department's current capabilities and play a crucial role in developing skilled, knowledgeable, and passionate public health professionals who we hope will return to the Eastern Sierra to serve the health needs of our unique rural populations.

The total cost for Tobacco Prevention Program Intern is $5,586, of which $4,900 is salary and $686 is benefits. The position is funded through the Tobacco Control Grant.

R24-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS AUTHORIZING THE COUNTY ADMINISTRATIVE OFFICER TO AMEND THE COUNTY OF MONO LIST OF ALLOCATED POSITIONS IN THE HEALTH AND HUMAN SERVICES DEPARTMENT

WHEREAS, the County of Mono maintains a list of County job classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications on its List of Allocated Positions (or "Allocation List"); and

WHEREAS, the Allocation List identifies approved vacancies for recruitment and selection by Human Resources and implements collective bargaining agreements related to job classifications and pay rates; and

WHEREAS, the County seeks to provide public services in the most efficient and economical manner possible, which at times requires the modification of the job classifications on the Allocation List; and

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

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that the County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to reflect the following changes all within the Health and Human Services Department:

Add the allocation of one temporary Tobacco Prevention Program Intern salary range MCPE 58 (new total: One).

//

//

PASSED, APPROVED and **ADOPTED** this _____ day of _____, 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
John Peters, Chair
Mono County Board of Supervisors

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:

_____
County Counsel

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

TIME REQUIRED

SUBJECT Closed Session - Labor Negotiations

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher, Christopher Beck, Janet Dutcher, and Christine Bouchard. 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:

Click to download
No Attachments Available

History

Time	Who	Approval
6/6/2024 1:41 PM	County Counsel	Yes
5/17/2024 1:11 PM	Finance	Yes
6/6/2024 4:03 PM	County Administrative Office	Yes

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

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. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: two.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
No Attachments Available

History

Time	Who	Approval
6/6/2024 1:41 PM	County Counsel	Yes
6/6/2024 1:15 PM	Finance	Yes
6/6/2024 4:03 PM	County Administrative Office	Yes

OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE June 11, 2024

TIME REQUIRED

SUBJECT Closed Session - Public Employee Evaluation

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☑ NO

ATTACHMENTS:

Click to download
No Attachments Available

History

Time	Who	Approval