



# **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**

### **September 5, 2023**

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#### **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, Second 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/86184340315> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 861 8434 0315.

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 8434 0315.

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=e7d204c7-e668-44f4-be12-b19e6bd13e27](https://monocounty.granicus.com/MediaPlayer.php?publish_id=e7d204c7-e668-44f4-be12-b19e6bd13e27)

**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](mailto:bos@mono.ca.gov). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

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

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

9:00 AM Call meeting to Order

Pledge of Allegiance

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

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

**2. RECOGNITIONS - NONE**

**3. COUNTY ADMINISTRATIVE OFFICER**

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

**4. DEPARTMENT/COMMISSION REPORTS**

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

**5. CONSENT AGENDA**

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

**A. Monthly Treasury Transaction Report**

Departments: Finance

Treasury Transaction Report for the month ending 7/31/2023.

**Recommended Action:** Approve the Treasury Transaction Report for the month ending 7/31/2023.

**Fiscal Impact:** None.

**B. Appointment to First 5 Mono County Children and Families Commission**

Departments: First 5 Mono, Mono County Office of Education

Request for Board of Supervisors to appoint Lauren Plum to the First 5 Mono County Children and Families Commission.

**Recommended Action:** Appoint Lauren Plum to the Mono County Children and Families Commission to serve a three-year term commencing September 5, 2023, and expiring the earlier of September 4, 2026, or such time as she no longer meets the criteria for service on the Commission as a "person responsible for the management of the following county functions: children's services, public health services, behavioral health services, social services, and tobacco and other substance abuse prevention and treatment services."

**Fiscal Impact:** None.

**C. Intergovernmental Transfer Agreement with California Department of Health Care Services**

Departments: Behavioral Health

Proposed contract with California Department of Health Care Services (DHCS) pertaining to the Intergovernmental Transfer of Public Funds.

**Recommended Action:** Approve, and authorize Department Head, Robin Roberts to sign, contract with California Department of Health Care Services for Intergovernmental Transfer of Public Funds for the period July 1, 2023, through December 31, 2023.

**Fiscal Impact:** Based on historical claims data, Mono County Behavioral Health will use Mental Health Services Act funds to transfer \$10,492 to fund the portion for SMHS, and \$5,000 from 2011 Realignment to cover the portion for Drug Medi-Cal County (DMC). These funds will later be returned to the County through the monthly Medi-Cal claiming process as the County share amount.

**D. Eastern Sierra Sustainable Recreation Partnership**

Departments: Public Works - Recreation

Proposed Memorandum of Understanding (MOU) with various regional recreation partners and land managers pertaining to facilitating and enhancing recreation within the Eastern Sierra.

**Recommended Action:** Approve and authorize County Administrative Officer to sign the MOU with various regional recreation partners and land managers for a period until the MOU is terminated by the parties.

**Fiscal Impact:** None.

**E. Letter Regarding Need for Immediate Action Related to Working Conditions at Bridgeport, California Post Office**

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - Letter describing the need for immediate action related to working conditions at Bridgeport, California Post Office

**Recommended Action:** Authorize the Board Chair to sign on behalf of the Board.

**Fiscal Impact:** None.

**6. CORRESPONDENCE RECEIVED - NONE**

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

**7. REGULAR AGENDA - MORNING**

**A. Application for the State of California, Caltrans, Reconnecting Communities: Highways to Boulevard Grant**

Departments: Eastern Sierra Council of Governments (ESCOG) Joint Powers Authority Agenda

10 minutes

(Elaine Kabala, ESCOG Executive Director) - Request that the Mono County Board of Supervisors consider an application for the State of California, Caltrans, Reconnecting Communities: Highways to Boulevard Grant (Cal RC:H2B Grant), Adopt a Resolution of the Board of Supervisors of Mono County Authorizing the Eastern Sierra Council of Governments to submit an application for the California Department of Transportation Reconnecting Communities: Highways to Boulevards Grant and Execute a Letter of Support for the Application.

**Recommended Action:** 1. Adopt the proposed Resolution of the Board of Supervisors of Mono County Authorizing the Eastern Sierra Council of Governments to Submit an Application for the California Department of Transportation Reconnecting Communities: Highways to Boulevards Grant. 2. Execute a Letter of Support as a grant Co-Applicant for the California Department of Transportation Reconnecting Communities: Highways to Boulevards Grant.

**Fiscal Impact:** No budget impacts are associated with the preparation of the grant application. Caltrans has generously provided staff to assist with writing and coordinating the application. If the grant is awarded, no matching funds from local jurisdictions is required.

**B. Terms and Conditions of Employment – Assistant County Administrative Officer**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution approving a contract with Christine Bouchard as Assistant County Administrative Officer, and prescribing the compensation, appointment, and conditions of said employment.

**Recommended Action:** Announce Fiscal Impact. Adopt proposed Resolution approving a contract with Christine Brouhard as Assistant County Administrative Officer, 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 estimated cost of this position for the remainder of the fiscal year is \$168,938, of which \$123,256 is salary and \$45,682 is benefits. The total cost of salary and benefits for an entire fiscal year is approximately \$219,991, of which \$165,399 is salary and \$54,592 is benefits. This is included in the Department's FY 2023/24 preliminary and recommended budget.

**C. Terms and Conditions of Employment - Information Technology Director**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution prescribing and approving the terms and conditions of employment for Michael Martinez as Information Technology Director.

**Recommended Action:** Announce Fiscal Impact. Adopt proposed Resolution approving a terms and conditions of employment for Michael Martinez as Information Technology Director. Authorize the Board Chair to execute said contract on behalf of the County.

**Fiscal Impact:** The estimated cost of this position for the remainder of the fiscal year is \$155,783, of which \$111,798 is salary and \$43,985 is benefits. The total cost of salary and benefits for an entire fiscal year is approximately \$202,338, of which \$150,023 is salary and \$52,315 is benefits. This is included in the Department's FY 2023/24 preliminary and recommended budget.

**D. Employment Agreement - Deputy District Attorney III**

Departments: District Attorney

10 minutes

(David Anderson, District Attorney) - Proposed resolution approving a contract with Brad Braaten as Deputy District Attorney III, and prescribing the compensation, appointment, and conditions of said employment.

**Recommended Action:** Announce Fiscal Impact. Approve proposed Resolution approving a contract with Brad Braaten as Deputy District Attorney III, 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 estimated cost of this position for the remainder of the fiscal year is \$146,539, of which \$106,161 is salary and \$40,377 is benefits. The total cost of salary and benefits for an entire fiscal year is approximately \$178,885, of which \$129,595 is salary and \$49,290 is benefits. This is included in the

Department's FY 2023/24 preliminary and recommended budget.

**E. Employment Agreement - Parks and Facilities Superintendent**

Departments: Public Works - Facilities

5 minutes

(Paul Roten, Public Works Director) - Proposed resolution approving a contract with Karyn Spears as Parks and Facilities Superintendent, and prescribing the compensation, appointment, and conditions of said employment.

**Recommended Action:** Announce Fiscal Impact. Approve proposed Resolution approving a contract with Karyn Spears as Parks and Facilities, 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 estimated cost of this position for the remainder of the fiscal year is \$111,751, of which \$71,854 is salary and \$39,897 is benefits. The total cost of salary and benefits for an entire fiscal year is approximately \$130,315, of which \$87,715 is salary and \$42,600 is benefits. This is included in the Department's FY 2023/24 preliminary and recommended budget.

**F. Revised Terms and Conditions of Employment – Budget Officer**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution approving a revised employment agreement with Megan Chapman as Budget Officer which shall supersede and replace the employment agreement between the County of Mono and Megan Chapman entered into on or about August 9, 2022.

**Recommended Action:** Adopt Resolution approving a revised employment agreement with Megan Chapman as Budget Officer, 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:** No changes to the fiscal impact from the existing contract. The change reduces certain non-cash benefits included in the previous agreement.

**G. Amendment to Terms and Conditions of Employment - Risk Manager/Interim Chief People Officer**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution approving an amendment to the employment agreement of Jacob Sloane as Risk Manager for Mono County to recognize his temporary appointment as Interim Chief People Officer.

**Recommended Action:** Announce Fiscal Impact. Approve amendment to employment agreement of Jacob Sloane as Risk Manager to memorialize his appointment as Interim Chief People Officer. Authorize the Board Chair to execute said contract on behalf of the County.

**Fiscal Impact:** This item increases costs for each pay cycle the additional duties are performed by an estimated \$2,114, of which \$1,841 is salary and \$273 is benefits. The annual cost of this position currently is \$157,246, of which \$117,546 is salary and \$39,700 is benefits.

**H. Amendment to Terms and Conditions of Employment - Human Resources Generalist**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution approving an amendment to the employment agreement of Gail DuBlanc as Human Resources Generalist for Mono County to recognize the assumption of additional duties during transition in Human Resources.

**Recommended Action:** Announce Fiscal Impact. Approve amendment to contract with Gail DuBlanc as Human Resources Generalist. Authorize the Board Chair to execute said contract on behalf of the County.

**Fiscal Impact:** This item increases costs for each biweekly pay cycle in which the additional duties are performed by an estimated \$167, of which \$150 is salary and \$17 is benefits. The annual cost of this position currently before the amendment is \$120,273, of which \$85,800 is salary and \$34,473 is benefits.

**I. Amendments to and Termination of Contracts for Indigent Legal Defense Services**

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer and Stacey Simon, County Counsel) - Proposed second amendment to contracts with Sophie Bidet, Inc., and Josh D. Hillemeier, Esq. pertaining to the provision of indigent defense services in Mono County and request for early termination of contract with Brad Braaten, Esq. for indigent defense services.

**Recommended Action:** 1. Approve, and authorize Chair to sign, contract amendments with Sophie Bidet, Inc., and Josh D. Hillemeier, Esq. for the provision of indigent defense services in Mono County to increase the amount of monthly compensation to reflect the assumption of additional caseload. 2. Authorize early termination of contract with Brad Braaten, Esq. for the provision of indigent defense services in Mono County.

**Fiscal Impact:** There is no additional cost to the County. The amendments divide 75% of the monthly amount previously paid to Attorney Brad Braaten

(\$16,065 X 75%), whose contract is proposed for termination, between the two attorneys who will remain under contract. 25% is reserved for conflict counsel necessitated by fewer attorneys overall providing defense services until the vacancy is filled.

**J. Agreement with Long Valley Fire Regarding Educational Revenue Augmentation Fund**

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - Proposed agreement with Long Valley Fire Protection District providing for the transfer of funds annually to the District to reimburse a portion of the funds withheld from the District pursuant to State law as part of the Educational Revenue Augmentation Fund (ERAF) shift.

**Recommended Action:** Approve, and authorize Chair to sign, contract with Long Valley Fire Protection District related to Educational Revenue Augmentation Fund (ERAF) distribution, effective beginning in the 2022-23 tax year.

**Fiscal Impact:** The cost of this agreement for FY 2022/23 (and payable in FY 2023/24) will not exceed \$20,474, and will change proportionally each year with the amount of property tax increment apportioned to the tax rate areas applicable to the District. While the amount reduces the County's annual property tax revenues in the General Fund, revenue forecasts included in the FY 2023-24 recommended budget are sufficient to accommodate the revenue loss.

**K. Support of Assembly Constitutional Amendment 1**

Departments: County Administrative Office

5 minutes

(Sandra Moberly, County Administrative Officer) - Approve Chair's signature on proposed letter supporting Assembly Constitutional Amendment 1 (ACA 1).

**Recommended Action:** Approve, and authorize the Board Chair to sign, proposed letter supporting ACA 1, which, if approved, would place a ballot measure before voters to reduce the threshold for bond and special tax measures for critical infrastructure, including housing, from a 2/3 vote to 55% majority vote.

**Fiscal Impact:** None.

**L. Ordinance Adding Section 3.04.035 and Amending Section 3.04.060 of the Mono County Code - County Purchasing**

Departments: County Counsel

10 minutes

(Christopher Beck, Assistant County Counsel) - Proposed ordinance adding Section 3.04.035 and amending Section 3.04.060 of the Mono County Code to authorize cooperative purchases and to clarify purchasing requirements during



declared emergencies.

**Recommended Action:** Introduce, read title, and waive further reading of proposed ordinance adding Mono County Code Section 3.04.035 and amending Mono County Code section 3.04.060. Provide any desired direction to staff.

**Fiscal Impact:** None.

**M. Update on Emergency Repair Benton Crossing Road and Northshore Drive**

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Update on emergency road repairs on Benton Crossing Road and Northshore Drive.

**Recommended Action:** 1. Receive update on the status of repairs. 2. Review the emergency action and find that there is a need to continue the repair of Benton Crossing Road and Northshore Drive to make those roads safe for travel before winter snows. 3. Authorize the Public Works Director to continue procuring the necessary equipment, services, and supplies to continue emergency repairs on Benton Crossing Road and Northshore Drive, without giving notice for bids to let contracts. (4/5 vote is required.)

**Fiscal Impact:** The project will be funded with Federal Emergency Management Agency (FEMA) and California Governor's Office of Emergency Services (CALOES) assistance.

**N. Yosemite National Park Visitor Access Management Plan**

Departments: Economic Development

20 minutes

(Jeff Simpson, Economic Development Director) - Presentation by Jeff Simpson regarding the Yosemite National Park Visitor Access Management Plan.

**Recommended Action:** Receive presentation, direct staff to submit a desired public comment letter to Yosemite National Park.

**Fiscal Impact:** None.

**O. Department Update - County Counsel**

Departments: County Counsel

20 minutes

(Stacey Simon, County Counsel) - Presentation by County Counsel to update the Board and the public on County Counsel functions, activities, operations, goals, and objectives.

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

**Fiscal Impact:** None.

**P. Mono County Jail Facility - Update**

Departments: Public Works

10 minutes

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

**Recommended Action:** None, informational only.

**Fiscal Impact:** None.

**Q. Hospital Demolition and Utilities Project - Contract Award**

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Award Hospital Building Demolition and Utility Relocation Contract, to allow for construction of the new Mono County Jail Facility.

**Recommended Action:** Authorize the Public Works Director to execute the contract contained in the previously approved bid package for The Hospital Demolition and Utilities Project with the lowest responsible bidder Olcese Construction Company, Inc. of Carson City, Nevada, and execute change orders as necessary within statutory limits.

**Fiscal Impact:** Contract amount is for \$723,250 funded by the Criminal Justice Facility Capital Projects Fund. Although the award is higher than anticipated, there is sufficient amounts included in the contract budget to accommodate the increased cost.

**8. CLOSED SESSION**

**A. Closed Session - Initiation of 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.

**B. Closed Session - Labor Negotiations**

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher,

Stacey Simon, Janet Dutcher, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

**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**