Agenda

County of Inyo
Board of Supervisors

Board of Supervisors Room
County Administrative Center
224 North Edwards
Independence, California

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Anyone wishing to speak, please obtain a card from the Board Clerk and indicate each item you would like to discuss. Return the completed card to the Board Clerk before the Board considers the item (s) upon which you wish to speak. You will be allowed to speak about each item before the Board takes action on it.

Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Board of Supervisors or County Government. No card needs to be submitted in order to speak during the "Public Comment" period.

Public Notices: *(1)* 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) 878-0373. (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). *(2)* If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

Note: Historically the Board does break for lunch, the timing of a lunch break is made at the discretion of the Chairperson and at the Board's convenience.

August 18, 2015

8:30 a.m. 1. ***PUBLIC COMMENT***

CLOSED SESSION

2. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: Inyo County Peace Officers Association (ICPPOA) – Negotiators - County Administrative Officer, Kevin Carunchio, Assistant County Administrator, Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

3. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: ICEA - Negotiators - County Administrative Officer, Kevin Carunchio, Assistant County Administrator, Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

4. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: Law Enforcement Administrators' Association (LEAA) - Negotiators: - County Administrative Officer, Kevin Carunchio, Assistant County Administrator, Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

5. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: Deputy Sheriff's Association (DSA) - Negotiators: County Administrative Officer, Kevin Carunchio, Assistant County Administrator Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

6. ***CONFERENCE WITH LEGAL COUNSEL -ANTICIPATED LITIGATION [Pursuant to Government Code §54956.9(d)(4)]*** - decision whether to initiate litigation (one case).

OPEN SESSION

10:00 a.m. ***PLEDGE OF ALLEGIANCE***

7. ***REPORT ON CLOSED SESSION AS REQUIRED BY LAW.***

8. ***PUBLIC COMMENT***

CONSENT AGENDA (Approval recommended by the County Administrator)

COUNTY ADMINISTRATOR

9. ***Bishop Rural Fire Protection District*** – Request Board reappoint Mr. Ted Metz to the Bishop Rural Fire Protection District Board to complete a four year term ending July 1, 2019. *(Notice of vacancy resulted in one request for appointment being received from Mr. Metz.)*

CHILD SUPPORT SERVICES

10. Request Board approve a proclamation declaring August 2015 as Child Support Awareness Month in Inyo County.

HEALTH AND HUMAN SERVICES

11. ***Inyo County Growing Older Living with Dignity Program – ESAAA*** – Request Board A) declare Oliver Products Company a sole source provider of food trays and coverings; and B) authorize a Blanket Purchase Order to Oliver Products Company for food trays and coverings for the home delivered meals program in an amount not to exceed $25,000, contingent upon the Board's adoption of a FY 2015-16 Budget.

PUBLIC WORKS

12. Request Board authorize Griffiths Construction and their subcontractor, Pavement Recycling Systems to temporarily closed Sunland Drive between U.S. 395 and Brown's Recycling on Sunland Drive to reconstruct the road's base section and to pave the road as part of the South Bishop Improvement Project.

SHERIFF

13. ***Veteran Service Office*** – Request Board approve of the Subvention and Medi-Cal Certificate of Compliance for FY 2015/16 and authorize the Chairperson to sign.

DEPARTMENTAL (To be considered at the Board's convenience)

14. ***ASSESSOR*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for an Office Technician position comes from the General Fund, as certified by the Assessor, and concurred with by the County Administrator and Auditor-Controller; B) where internal candidates meet the qualifications for the position, the vacancy can be filled through an internal recruitment; and C) approve the hiring of one Office Technician I at Range 55 ($3,088 - $3,754).

15. ***ROAD DEPARTMENT*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for a Heavy Equipment Mechanic position exists in the Road Budget, as certified by the Public Works Director, and concurred with by the County Administrator and Auditor-Controller; B) authorize an external recruitment for the position; C) approve the hiring of one full-time Heavy Equipment Mechanic I at Range 58 ($3,310-$4,027 plus 2.5% tool allowance), or II at Range 60 ($3,471 - $4,216 plus 2.5% tool allowance) depending on qualifications; and D) if this recruitment creates a vacancy within the Department, authorize the filling of the newly created vacancy at a Heavy Equipment Mechanic I level.

16. ***SHERIFF*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for a Corporal position comes from the General Fund, as certified by the Sheriff, and concurred with by the County Administrator and Auditor-Controller; B) authorize an internal recruitment for the position; and C) approve the filling of one Corporal position at Range 70SA-70SD ($4,556 - $6,262); and authorize hiring at up to the D step for qualified applicant.

17. ***SHERIFF*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for a Deputy Sheriff position comes from the General Fund, as certified by the Sheriff, and concurred with by the County Administrator and Auditor-Controller; B) where internal candidates meet the qualifications for the position, the position could possibly be filled through an internal recruitment, however, an open recruitment is more appropriate to ensure the position is filled with the most qualified applicant; and C) approve the filling of one Deputy Sheriff position at Range 67SA-SC ($4,107 - $5,510); and authorize hiring at up to a D step for qualified lateral applicant.

18. ***SHERIFF*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for a Correctional Officer position comes from the General Fund, as certified by the Sheriff, and concurred with by the County Administrator and Auditor-Controller; B) where internal candidates meet the qualifications for the position, the position could possibly be filled through an internal recruitment, however, an open recruitment is more appropriate to ensure the position is filled with the most qualified applicant; and C) approve the filling of one Correctional Officer position at Range 64 ($3,735 - $4,539).

19. ***COUNTY ADMINISTRATOR – Parks*** – Request Board ratify and approve Amendment No. 1 to the Contract between the County of Inyo and Boetsch Well Drilling for replacement wells at four County campgrounds, extending the term of the Contract to an ending date of August 15, 2015, and increasing the Contract by $23,948 to a total amount not to exceed $64,000; and authorize the Chairperson to sign, contingent upon the appropriate signatures being obtained.

20. ***COUNTY ADMINISTRATOR – Grand Jury*** – Request Board approve the report to Judge Brian J. Lamb, Presiding Judge, Inyo County Superior Court, responding to the findings and recommendations in the 2014-2015 Grand Jury Final Report and authorize the County Administrator to sign the transmittal letter.

21. ***COUNTY ADMINISTRATOR – Advertising County Resources*** – Request Board A) review and approve 9 Community Project Sponsorship Program Grant awards for the 2016-2016 Fall Grant Cycle recommended by the Community Project Sponsorship Program Grant Review Panel, in the amounts recommended by the Panel for a total amount not to exceed $25,000; and B) authorize the County Administrator to sign the Contracts with the Fiscal Year 2015-2016 Community Project Sponsorship Program applicants in the amounts approved by your Board, contingent upon the appropriate signatures being obtained.

22. ***COUNTY ADMINISTRATOR - Emergency Services*** - Request Board continue the local emergency, The Death Valley Roadeater Emergency that resulted in flooding in the eastern portion of Inyo County during the month of August 2012, per Resolution #2012-32, as recommended by the County Administrator.

23. ***COUNTY ADMINISTRATOR – Emergency Services*** - Request Board continue the local emergency, The Gully Washer Emergency that resulted in flooding in the central, south and southeastern portion of Inyo County during the month of July, 2013, as recommended by the County Administrator.

24. ***COUNTY ADMINISTRATOR - Emergency Services*** - Request Board continue the local emergency, The Canyon Crusher Emergency, that resulted in flooding in the portions of Inyo County during the month of August, 2013, was recommended by the County Administrator.

25. ***COUNTY ADMINISTRATOR - Emergency Services*** – Request Board continue the local emergency, known as the "Land of EVEN Less Water Emergency" that was proclaimed as a result of extreme drought conditions that exist in the County as recommended by the County Administrator.

26. ***CLERK OF THE BOARD*** – Request approval of the minutes of the Board of Supervisors Meeting of A) July 28, 2015 and B) August 4, 2015.

27. ***PLANNING*** – Request Board A) conduct a workshop regarding electric utilities installations for new subdivisions and B) provide direction to staff.

TIMED ITEMS (Items will not be considered before scheduled time)

11:00 a.m. 28. ***COUNTY ADMINISTRATOR – Personnel*** – Request Board receive a presentation from Terry "Gooch" Ross concerning her assessment of the Assessor's Office and recommendations for supporting the leadership transition.

1:30 p.m. 29. ***WATER DEPARTMENT*** – Request Board provide direction to the County's Standing Committee representatives concerning the attached Agenda for the August 24, 2015 Standing Committee Meeting to be held in Los Angeles.

30. ***WATER DEPARTMENT*** – Request Board receive a briefing on the State's recently issued Draft Groundwater Basin Boundary Regulations and provide direction to staff concerning potential boundary adjustments to the Owens Valley Groundwater Basin.

CORRESPONDENCE – ACTION (To be considered at the Board's convenience)

31. ***SOUTHERN INYO FIRE PROTECTION DISTRICT*** – Request Board A) rescind your Order of July 28, 2015, concerning the Southern Inyo Fire Protection District Special Election; B) consolidate the District's Special Election for a ballot measure imposing and levying a supplemental special emergency response services tax, with the Uniform District Election Law (UDL) Election to be held on November 3, 2015, per updated request received from the District; and C) request the Auditor-Controller to prepare a Fiscal Impact Statement for the District's ballot measure based on the updated information provided by the District.

COMMENT (Portion of the Agenda when the Board takes comment from the public and County staff)

32. ***COUNTY DEPARTMENT REPORTS*** *(Reports limited to two minutes)*

33. ***PUBLIC COMMENT***

BOARD MEMBERS AND STAFF REPORTS

CORRESPONDENCE - INFORMATIONAL

AGENDA

INYO COUNTY/LOS ANGELES STANDING COMMITTEE

11:00 a.m.
August 24, 2015

Board Room 1555-H, John Ferraro Building
111 North Hope Street
Los Angeles, California

The public will be offered the opportunity to comment on each agenda item prior to any action on the item by the Standing Committee or, in the absence of action, prior to the Committee moving to the next item on the agenda. The public will also be offered the opportunity to address the Committee on any matter within the Committee's jurisdiction prior to adjournment of the meeting.

1. **Action Item:** Approval of documentation of actions from the June 4, 2015 meeting.

2. Runoff and Operations update.

3. Owens Lake.

    a. Status of Owens Lake shallow flooding variance.

    b. Status of Owens Lake Master Project.

4. **Action Item:** Program for reasonable reduction in irrigation water supply for Los Angeles-owned lands in Owens Valley, for recreation and wildlife projects, for projects implemented as part of the Inyo/Los Angeles Long Term Water Agreement, and for enhancement/mitigation projects.

5. Discussion of agreement to retain some portion of water saved through water conservation on Owens Lake for use in Owens Valley.

6. Report on evaluation of vegetation monitoring protocols.

7. Public Comment.

8. Confirm schedule for future Standing Committee meetings.

9. Adjourn.

Standing Committee meeting protocols (Adopted May 11, 2011)

The Inyo/Los Angeles Long-Term Water Agreement (LTWA) define the Standing Committee in Section II:

As agreed by the parties, the Department representatives on the Standing Committee shall include at least one (1) member of the Los Angeles City Council, the Administrative Officer of the City of Los Angeles, two (2) members of the Board of Water and Power Commissioners, and three (3) staff members. The County representatives on the Standing Committee shall be at least one (1) member of the Inyo County Board of Supervisors, two (2) Inyo County Water Commissioners, and three (3) staff members.

The LTWA further provides that:

Regardless of the number of representatives from either party in attendance at a Standing Committee or Technical Group meeting, Inyo County shall have only one (1) vote, and Los Angeles shall have only one (1) vote.

The Standing Committee adopts the following protocol for future Standing Committee meetings.

1. In order for the Standing Committee to take action at a meeting, representation at the meeting will consist of at least four representatives of Los Angeles, including one member of the Los Angeles City Council or Water and Power Commission, and four representatives of Inyo County, including one member of the Board of Supervisors.

2. A Chairperson from the hosting entity will be designated for each meeting.

3. In the event that an action item is on the meeting agenda, Los Angeles and Inyo County shall each designate one member to cast the single vote allotted to their entity at the onset of the meeting. The Chairperson may be so designated. Agenda items that the Standing Committee intends to take action on will be so designated on the meeting agenda.

4. If representation at a Standing Committee meeting is not sufficient for the Standing Committee to act, the Standing Committee members present may agree to convene the meeting for the purpose of hearing informational items.

5. Meeting agendas shall include any item within the jurisdiction of the Standing Committee that has been proposed by either party.

6. The public shall be given the opportunity to comment on any agenda item prior to an action being taken. The public will be given the opportunity to comment on any non-agendized issue within the jurisdiction of the Standing Committee prior to the conclusion of each scheduled meeting. At the discretion of the Chairperson, reports from staff or reopening of public comment may be permitted during deliberations.

7. The Chairperson may limit each public comment to a reasonable time period. The hosting entity will be responsible for monitoring time during public comment.

8. Any actions taken by the Standing Committee shall be described in an action item summary memorandum that is then transmitted to the Standing Committee at its next meeting for review and approval. This summary memorandum shall also indicate the Standing Committee members present at the meeting where actions were taken.

9. Standing Committee meetings shall be voice recorded by the host entity and a copy of the recording shall be provided to the guest entity.

10. (Added February 24, 2012) The Standing Committee may also receive comments/questions in written form from members of the public. Either party may choose to respond, however, when responding to a public comment/question, whether verbally or in writing, any statements made by either party may represent the perspective of that party or the individual making the response, but not the Standing Committee as a whole (unless specifically agreed to as such by the Standing Committee). When either party responds in writing to public comment/question, that response will be concurrently provided to the other party.

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
9

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: **County Administrator**
By: Patricia Gunsolley, Assistant Clerk of the Board

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Bishop Rural Fire Protection District Appointment

DEPARTMENTAL RECOMMENDATION: - Request Board reappoint Mr. Ted Metz to the Bishop Rural Fire Protection District Board to complete four year terms ending July 1, 2019. *(Notice of Vacancy resulted in one request for appointment being received from Mr. Metz.)*

SUMMARY DISCUSSION: Your Board is the appointing authority for the Bishop Rural Fire Protection District. The District notified this office of the scheduled vacancies. The appropriate notice of vacancy was published per your Board's policy. A request for appointment was received from Mr. Ted Metz, who are seeking reappointment. It is recommended that your Board make the appoint as requested.

ALTERNATIVES: - Your Board could choose to not make the appointment. This alternative is not recommended in that your Board has a qualified candidate to fill the position and further recruitment efforts are expensive and may not result in any additional qualified applicants seeking appointment.

OTHER AGENCY INVOLVEMENT: - N/A

FINANCING: - There is no fiscal impact associated with making this appointment.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

210 Mount Tom Road
Bishop, CA 93514

July 12, 2015

Board of Supervisors
Inyo County
P. O. Drawer N
Independence, CA 93526

Subject: Bishop Rural Fire Protection District

Gentlemen and Ladies:

I have filled your appointment as a Fire Commissioner for the Bishop Rural Fire District for several years. I would like to continue in that capacity. My service has been gratifying and I believe most helpful. Therefore, I request reappointment to that position for the term ending July 1, 2019. If you have any questions, I would be pleased to answer them. Please feel free to contact me at the above address or my home phone noted below.

If this appointment meets with your approval, I will serve Inyo County and the Bishop area to the best of my ability.

Sincerely,

Ted Metz
(760) 872-6599

Cc: Chairman Lloyd Anderson
Chief Ray Seguine

RECEIVED
2015 JUL 30 AM 11:07
INYO COUNTY
ADMINISTRATOR
CLERK OF THE BOARD

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
16

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Eastern Sierra Department of Child Support Services

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Proclamation declaring August 2015 as Child Support Awareness Month

DEPARTMENTAL RECOMMENDATION: Request Board approve a proclamation declaring August 2015 as Child Support Awareness Month in Inyo County.

SUMMARY DISCUSSION:

The month of August 2015 is being proclaimed Child Support Awareness month in jurisdictions across California. This year marks the fifteenth annual observance of Child Support Awareness Month (CSAM) in California. California serves 1.3 million children statewide through the child support program. Locally, the Eastern Sierra Department of Child Support Services provides services to 1,245 minor children.

Child Support is an investment in California's future. Eastern Sierra Department of Child Support Services works with parents whether they are paying or receiving child support, to ensure that children and families receive court-ordered financial and medical support. Eastern Sierra Department of Child Support Services increases family self-sufficiency, reduces child poverty, and has a positive effect on children's educational and personal achievement.

The focus of 2015 Child Support Awareness Month in Inyo County highlights our agency's back to school backpack giveaway program. Child support professionals work day in and day out to secure child support for some of our most fragile local families. Throughout the year, we work with case participants to make payments, obtain a modification of their child support order, or establish a repayment plan, among other services. This month we are also helping ensure that many of the children in our caseload have what they need to enrich their minds and have a successful start to their school year. Fifty (50) children with cases managed by our office will be invited to pick out a Back to School backpack. Two (2) lucky children will also receive a free all event pass to the Tri County Fair.

The attached proclamation for your consideration recognizes the many child support professionals who make a difference in the lives of children who rely upon child support to provide for basic needs.

ALTERNATIVES: **N/A**

OTHER AGENCY INVOLVEMENT: **N/A**

FINANCING: **N/A**

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)*
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)*
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date: 8/5/15

PROCLAIMING AUGUST 2015
AS
CHILD SUPPORT AWARENESS MONTH
IN
INYO COUNTY

WHEREAS, Child Support Awareness Month celebrates the important emotional and financial parental support that can create a brighter future for our children, helping them to become healthy, productive, and well-adjusted adults; and,

WHEREAS, Eastern Sierra Department of Child Support serving Inyo and Mono Counties, actively seeks to provide Family-Centered Services through partnerships with other State and County agencies, to establish and collect consistent child support payments to families; and,

WHEREAS, in recognition of Child Support Awareness Month, Eastern Sierra Department of Child Support Services is continuing its Back to School Backpack giveaway campaign, which helps ensure that many of the children in the local caseload have what they need to enrich their minds and have a successful start to their school year; and,

WHEREAS, Child Support Professionals working for the Eastern Sierra Department of Child Support Services work day in and day out to improve the quality of life of children and families through timely, accurate, and responsive child support services; and,

WHEREAS, Eastern Sierra Child Support Professionals manage cases impacting 1245 children under the age of 18, and have a positive impact on the quality of life of children in Inyo & Mono Counties; and,

WHEREAS, While the structure of a family can change over time, the needs of children remain the same. Parents are encouraged to remain committed to helping their children grow and thrive throughout childhood by meeting their emotional and physical needs through regular child support payments.

NOW, THEREFORE, BE IT RESOLVED that the Inyo County Board of Supervisors does hereby unanimously proclaim August 2015 as Child Support Awareness Month in Inyo County and commends this observance to all our residents.

For Clerk's Use Only:
AGENDA NUMBER

11

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

■ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: HEALTH & HUMAN SERVICES – ESAAA and IC GOLD

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Approval of declaring Oliver Products Company as a Sole Source Vendor and approve a Blanket Purchase Order to Oliver Products Company for the ESAAA and ICGOLD Nutrition Programs

DEPARTMENTAL RECOMMENDATION:
Request your Board 1) Declare Oliver Products Company a sole source vendor and 2) Approve a blanket purchase order for Oliver Products Company in the amount of $25,000 for the purchase of food trays and coverings for the home delivered meals program for FY 2015/16, contingent upon approval of the FY 2015/16 budget.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:
The Food Services Staff at the Bishop Senior Center have indicated that special equipment was obtained for each of ESAAA/IC GOLD's two food production kitchens (Lone Pine and Bishop) from Oliver Products Company in order to seal the film over the trays provided by said vendor. This equipment was purchased prior to this program coming into Health & Human Services.

If ESAAA/IC GOLD were to seek alternate bids for home-delivered meal packaging supplies, we would incur significant costs to replace the equipment currently used. Based on the limited funding in the ESAAA/IC GOLD budget, it is recommended that we be allowed to continue using existing equipment and supplies through Oliver Products Company, thereby declaring them as a sole source provider.

This request will allow us to have a $25,000 Purchase Order to Oliver Products Company for FY 2015/16.

ALTERNATIVES:
The Board could decide not to approve this request which would result in ESAAA/IC GOLD not being able to purchase the food trays and seals, and be unable to properly continue the home delivered meals to our participants.

OTHER AGENCY INVOLVEMENT:
None

FINANCING:
State and Federal Nutrition dollars and County General Fund. This expense will be budgeted in the ESAAA budget (683000) at 55% and the IC Gold budget (056100) at 45% in the Food & Household Supplies object code (5131).

APPROVALS	
COUNTY COUNSEL: N/A	**AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS** *(Must be reviewed and approved by County Counsel prior to submission to the Board Clerk.)* Approved: _____ Date:
AUDITOR/CONTROLLER:	**ACCOUNTING/FINANCE AND RELATED ITEMS** *(Must be reviewed and approved by the Auditor/Controller prior to submission to the Board Clerk.)* Approved: _____ Date: 8/10/2015
PERSONNEL DIRECTOR: N/A	**PERSONNEL AND RELATED ITEMS** *(Must be reviewed and approved by the Director of Personnel Services prior to submission to the Board Clerk.)* Approved: _____ Date:

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 8-12-15

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Schedule time for ☐ Closed Session ☐ Informational

For Clerk's Use Only:

AGENDA NUMBER

12

FROM: Public Works Department

FOR THE BOARD MEETING OF: August ~~N~~ 18, 2015

SUBJECT: Request to temporarily close Sunland Drive between U.S. 395 and Brown's Recycling for road reconstruction and paving during the South Bishop Improvement Project.

DEPARTMENTAL RECOMMENDATIONS: Request that the Board allow Griffiths Construction and their subcontractor, Pavement Recycling Systems to temporarily close Sunland Drive between U.S. 395 and Brown's Recycling on Sunland Drive to reconstruct the road's base section and to pave the road as a part of the South Bishop Improvement Project.

CAO RECOMMENDATION:

SUMMARY DISCUSSION: Construction on the South Bishop Improvement Project is began on August 3rd, 2015. This project consists of pulverizing the existing pavement to create new base material, compacting the new base material, placing new asphalt for traffic and bike lanes, and striping and signing the new road. After construction began the contractor, Griffith Company, suggested closing the portion of Sunland Drive from U.S. 395 to Brown's Recycling to through traffic to expedite construction and increase public safety. This portion of the road does not see as much traffic so the inconvenience to the public will be minor. The superindendent of the job has spoken to the residents of the Rossi Hill area and they have no issues with the proposed closure. Public Works has already obtained the permits and permission from Caltrans for the closures on the state highway. The public will be notified a week in advance of any closures. The Fire Department as well as the Sherrif's Office will also be notified.

ALTERNATIVES:
The Board could choose not to allow the temporary closure of the streets. Non-closure could jeopardize the safety of the contractor, the subcontractor, the public, and any County employees working on the project and will slow down construction activities.

OTHER AGENCY INVOLVEMENT:
County counsel to review and approve agenda request.

FINANCING: There is no financial impact from the temporary closure of the road.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS (Must be reviewed and approved by County Counsel prior to submission to the board clerk.) Margaret Ryan-Williams ✓ Approved: ✓ Date 08/05/15
AUDITOR/CONTROLLER	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor/controller prior to submission to the board clerk.) Approved: _____ Date _____
PERSONNEL DIRECTOR	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date _____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 8/10/15

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
13

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Veteran Service Office

FOR THE BOARD MEETING OF: **August 18, 2015**

SUBJECT: Certificates of Compliance

DEPARTMENTAL RECOMMENDATION:

Request your Board a) approve and authorize the Chairperson to sign the Subvention and Medi-Cal Certificate of Compliance for 2015/2016 fiscal year.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

This is a standard renewal of the certificates of compliance as filed in past by the County. They certify to the State that in fact a Veterans Service Officer has been appointed and the duties of the VSO are in compliance with code.

ALTERNATIVES:

Do not authorize the signing of the certificates and forfeit the funding for the VSO position.

OTHER AGENCY INVOLVEMENT:
Health and Human Services (eligibility workers)

FINANCING:

There is no cost to the County for singing these documents, they allow funding to be paid to Inyo County for the Veteran Service Office.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Margaret Kemp-Williams Approved: ✓ Date 07/08/15
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: yes Date 7/14/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: ✓ Date 7/14/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Date: 7/21/15
(The Original plus 20 copies of this document are required)

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
SUBVENTION CERTIFICATE OF COMPLIANCE
FISCAL YEAR 2015-2016

COUNTY SUBVENTION PROGRAM

Charge:

Funds are distributed under this program to counties as partial reimbursement for expenses incurred in the operation of the County Veterans Service Office. Funds are distributed according to Military and Veterans Code Sections 972, and 972.1, a State General Fund Expenditure, and 972.2, a Special Fund Expenditure.

County Certification:

I certify that INYO-MONO County has appointed a veteran to serve as the County Veterans Service Officer according to California Code of Regulations Title 12, Subchapter 4. This County Veterans Service Officer will administer the aid provided for in Military and Veterans Code Division 4, Chapter 5. This County Veterans Service Officer and Veterans Service Representative staff will achieve and maintain Accreditation from the California Department of Veterans Affairs. Accreditation will be secured within one year of employment.

I further certify that the County Veteran Service Officer will assist every veteran of the United States, as well as their dependents and survivors, in presenting and pursuing such claim as they may have against the United States. The County Veterans Service Officer and all accredited staff will also assist in establishing veterans, dependents and survivors' rights to any privilege, preference, care or compensation provided for by the laws and regulations of the United States, the State of California, or any local jurisdiction.

I also agree that this county, through the County Veterans Service Office, will maintain records for audit. These records will be maintained for a minimum of two years. The county agrees to submit reports in accordance with the procedures and timelines established by CalVet and in accordance with the *CalVet Procedure Manual for Subvention and Medi-Cal Cost Avoidance* for the current state fiscal year. The County Veterans Service Officer will permit CalVet representatives to inspect all records.

I further authorize the County Veterans Service Officer to actively participate in the promotion of the California Veterans License Plate program.

_____ _____

Chair, County Board of Supervisors
(Or other County Official authorized
by the Board to act on their behalf)

Date

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

MEDI-CAL CERTIFICATE OF COMPLIANCE

FISCAL YEAR 2015-2016

INYO-MONO COUNTY

MEDI-CAL COST AVOIDANCE PROGRAM

I certify that INYO-MONO County has appointed a County Veterans Service Officer (CVSO) in compliance with California Code of Regulations, Title 12, Subchapter 4. Please consider this as our application to participate in the Medi-Cal Cost Avoidance Program authorized by Military and Veterans Code Section 972.5.

I understand and will comply with the following:

1. All activities of the CVSO for which payment is made by CalVet under this agreement will reasonably benefit the Department of Health Care Services (DHCS) or realize cost avoidance to the Medi-Cal program. All County Medi-Cal Eligibility Workers who generate a Form CW-5 (Veterans Benefits Referral) will be instructed to indicate the applicant's Aid Code on the face of the form.

2. All monies received under this agreement shall be allocated to and spent on the salaries and expenses of the CVSO.

3. This agreement is binding only if federal funds are available to CalVet from the DHCS.

4. The CVSO is responsible for administering this program in accordance with California Code of Regulations, Title 12, Subchapter 4 and the *CalVet Procedure Manual for Subvention and Medi-Cal Cost Avoidance* for the current state fiscal year.

_____ _____

Chair, County Board of Supervisors (or other County Official authorized by the Board to act on their behalf)

Date

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
14

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Dave Stottlemyre, Assessor

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Request to fill an Office Technician I Position

DEPARTMENTAL RECOMMENDATION: Request your Board finds that, consistent with the adopted Authorized Position Review Policy:
A: The availability of funding for the requested position comes from the General Fund, as certified by the Assessor and concurred with by the Auditor-Controller and the County Administrator; and
B) Where internal candidates might meet the qualifications for the position authorize an internal recruitment; and
C) Approve the hiring of an Office Technician I at range 55 ($3,088-$3,754).

CAO RECOMMENDATION:

SUMMARY DISCUSSION: On Friday, July 10, 2015 the Assessor's office lost their Office Technician to another department. The loss of this person has created a major void in the department. This position is necessary to maintain critical daily workflow involving filing, creating new property owner files, processing business property statements, performing research, providing values to the tax collector, working closely with the auditor-appraiser with DNF's, boats and airplanes. This person answers the telephone, interacts with the public, face-to-face on a daily basis and provides property assessment information as requested. Additionally, this person performs invaluable discovery research on behalf of the appraisers and auditors. The Assessor's office will be undergoing an audit by the Board of Equalization commencing the last week in August and continuing through the month of October. It is crucial to fill this position as quickly as possible.

ALTERNATIVES: Your Board could choose not to approve the hiring of this position, but this would negatively impact the daily operations of the Assessor's office.

OTHER AGENCY INVOLVEMENT:

FINANCING: Funding for this position is from the General Fund. This position is currently budgeted for in the Assessor's budget 010600, in the Salaries and Benefits object code.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: yes Date 8/10/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: ✓ Date 8/10/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) D Stottlemyre by K Bardonnex Date: 8/10/15
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Schedule time for ☐ Closed Session ☐ Informational

For Clerk's Use Only:
AGENDA NUMBER
15

FROM: Inyo County Road Department

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Authorize filling of a Heavy Equipment Mechanic I.

DEPARTMENTAL RECOMMENDATIONS:
Request Board find that consistent with the adopted Authorized Position Review Policy: (a) the availability of fundng for the Heavy Equipment Mechanic I/II position exists in the Road budget, as certified by the Public Works Director and concurred with by the County Administrator and the Auditor/Controller; (b) authorize an external recruitment for the position; and (c) approve the hiring of one full time Heavy Equipment Mechainc I/II at Range 58 ($3,310-$4,027 plus 2.5% tool allowance) or II Range 60 ($3,471-$4,216 plus 2.5% tool allowance) depending the qualified applicants and (d) if this recruitment creates a vacancy in an Heavy Equipment Mechainc I, authorize the filling of the newly created vacany.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:
The Road Department is requesting your Board authorize the hiring of a Heavy Equipment Mechanic at the Mazourka Road Shop. There is currently an opening for a Heavy Equipment Mechanic at the Bishop Shop. The Road Department would like to fill this position but have the new hire report to the Mazourka Shop in Independence instead of the equipment shop in Bishop. Current staffing levels have two (2) people at the Bishop Shop and one (1) person at the Mazourka Shop. Filling the vacancy and having the new mechanic work out of the Mazourka Shop will help balance the Road Department work load.

This position is included in the authorized strength and has been allocated for the current fiscal year in the Road Budget. As the current fleet of Road Department vehicles continues to age, it is imperative that we have another qualified mechanic to keep these vehicles operational.

ALTERNATIVES:

1. The Board could choose not to authorize the filling of the vacant Heavy Equipment Mechanic position. This is not recommended as the position is critical to the maintenance of the Road Department's fleet. With an aging fleet of equipment, breakdowns and repairs happen more often and this requires the Road Department to become fully staffed with qualified mechanics.

OTHER AGENCY INVOLVEMENT:
The Inyo County Auditors Office
Personnel Department

FINANCING:
The requested position is included in the Authorized Strength for the Road Department and has been included in the Salaries and Benefits identified in the Road Budget, Budget Unit 034600, Object Code 5001.

APPROVALS		
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS (Must be reviewed and approved by County Counsel prior to submission to the board clerk.)	Approved: N/A Date
AUDITOR/CONTROLLER	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor/controller prior to submission to the board clerk.)	Approved: yes Date 8/11/15
PERSONNEL DIRECTOR	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)	Approved: V Date 8/10/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 8/11/15

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerks Use Only
AGENDA NUMBER
16

X Consent [] Departmental [] Correspondence Action [] Public Hearing

[] Scheduled Time for [] Closed Session [] Informational

FROM: Sheriff's Department

FOR THE BOARD MEETING OF: August 25, 2015

Subject: Request to promote (1) Corporal Position.

DEPARTMENTAL RECOMMENDATION:

Request Board find that consistent with the adopted Authorized Position Review Policy:

1) The availability of funding for the requested positions comes from the General Fund, as certified by the Sheriff, and concurred with by the County Administrator and the Auditor Controller; and
2) These vacancies will be filled through internal recruitments; and
3) Approve the filling of (1) Corporal position (Range 70SA-70SD, $4,556-6262), and authorize up to the D step for qualified applicants.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

In July 2015, (1) Corporal's position was vacated. The Department will need to recruit internally for the (1) vacant Corporal position. The Sheriff's Office will conduct a closed promotional for the Corporal's position from qualified Deputy Sheriff applicants. The promotion of this position falls within the Sheriff's Office current authorized strength.

ALTERNATIVES:

Deny filling the Corporal's vacancy.

OTHER AGENCY INVOLVEMENT:

Personnel
Auditor

FINANCING:

The (1) Corporal position is included in the requested 2015-2016 Jail Safety budget, 022910.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date _____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: YES Date 8/12/15
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: J Date 8/12/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 8-12-15

For Clerks Use Only

AGENDA NUMBER

17

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

[] Consent [X] Departmental [] Correspondence Action [] Public Hearing

[] Scheduled Time for [] Closed Session [] Informational

FROM: Sheriff's Department

FOR THE BOARD MEETING OF: **August 18, 2015**

SUBJECT: Request to fill (1) one vacant Deputy Sheriff position.

DEPARTMENTAL RECOMMENDATION:

Request the Board find that consistent with the adopted Authorized Review Policy:

1) The availability of funding for these requested positions comes from the General Fund, as certified by the Sheriff, and concurred by the County Administrator and the Auditor-Controller; and
2) Where internal candidates may meet the qualifications for the positions and the positions could possibly be filled by an internal recruitment, but an open recruitment is more appropriate to ensure the positions are filled with the most qualified applicants; and
3) Approve the open recruitment and hiring of (1) one Deputy Sheriff position (Range 67SA-SC $4,107 – $5,510) and authorize up to the D step for a qualified lateral applicant.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

On August 15, 2015 the Sheriff's Office had a deputy sheriff's position become vacant due to a resignation. We are currently authorized to fill (3) of the existing vacancies and have candidates in the various stages of the hiring process for those positions. We request that your board authorizes, pursuant to the candidate qualifications and experience, the hiring of (1) one qualified lateral candidates up to the D step, or an internal and open recruitment for entry level applicants. Hiring of this (1) one Deputy position will fall within the Sheriff's current authorized strength.

ALTERNATIVES:

Deny the filling of (1) one Deputy Sheriff position.

OTHER AGENCY INVOLVEMENT:

Personnel Department
Auditor's office

FINANCING:

These Deputy positions are currently budgeted in the Board approved 2015-2016 Sheriff's Safety budget 022710.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: cjs Date 8/10/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: J Date 8/10/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Janis L Odum Date: 8/11/15

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerks Use Only
AGENDA NUMBER
18

[] Consent [X] Departmental [] Correspondence Action [] Public Hearing

[] Scheduled Time for [] Closed Session [] Informational

FROM: Sheriff's Department

FOR THE BOARD MEETING OF: **August 18, 2015**

SUBJECT: Request to fill (1) one Correctional Officer position

DEPARTMENTAL RECOMMENDATION:

Request the Board find that consistent with the adopted Authorized Review Policy:

1) The availability of funding for the requested position comes from the General Fund, as certified by the Sheriff, and concurred by the County Administrator and the Auditor-Controller; and
2) Where internal candidates may meet the qualifications for the position and the position could possibly be filled by an internal recruitment, but an open recruitment is more appropriate to ensure the position is filled with the most qualified applicant; and
3) Approve the hiring for (1) Correctional Officer position (Range 64 $3,735-$4,539)

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

Due to a recent resignation, the Sheriff's Office has (1) Correctional Officer position vacant. The hiring of this Correctional Officer position will fall within the Sheriff's current authorized strength.

ALTERNATIVES:

Deny the filling of (1) one Correctional Officer position.

OTHER AGENCY INVOLVEMENT:

Personnel Department
Auditor's office

FINANCING:

The Correctional Officer position is currently budgeted in the Board approved 2015-2016 Jail General budget (022900).

APPROVALS

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: yes Date 8/10/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: J Date 8/10/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Janis L Odum Date: 8/11/15

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
19

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Rick Benson
Parks and Recreation

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Approval and Ratification of Amendment No.1 to the Boetsch Well Drilling Contract

DEPARTMENTAL RECOMMENDATION:

Request that your Board: 1.) Approve and Ratify Amendment No. 1, to the contract between the County of Inyo and Boetsch Well Drilling extending the term and increasing the limit payable under the agreement from $40,052 to $64,000 for replacement of wells at four County campgrounds; and 2.) Authorize the Chairperson to sign Amendment No. 1 subject to and contingent upon obtaining all appropriate signatures.

SUMMARY DISCUSSION:

On March 10, 2015 your Board entered into an agreement with Boetsch Well Drilling to replace four wells providing potable water to campers and day users at Pleasant Valley campground, Baker Creek campground, Tinnemaha Creek campground and Taboose Creek campground. Replacement of the wells was necessary due to the presence of coliform bacteria at all four campgrounds.

The contract anticipated drilling to a depth of 100 feet at each campground. The contract did provide for additional drilling to be charged at the rate of $49.60 per foot beyond 100'. Once in the field additional drilling was found to be necessary. The well at Pleasant Valley was drilled to 120 ft., Baker Creek required 200 ft. and the well at Taboose Creek was drilled to a depth of 195 ft. This far exceeded the initial estimates.

Although it was known that the contract limit would be exceeded, the work was allowed to continue since obtaining potable water was critical and stopping the process would ultimately result in higher costs because equipment would have to be re-staged and the work would have to be rescheduled. The additional work also extended the time needed for completion.

The original contract term started on March 5, 2015 and expired on June 30, 2015. This Amendment No. 1 changes the term to start on March 5, 2015 and expire on August 30, 2015. As previously referenced, it also changes the payable amount from $40,052 to $64,000. This contract amendment allows for the payment of the additional costs and recognizes the additional time needed to complete the work.

All four wells have been successfully replaced.

ALTERNATIVES:

If the attached amendment is not approved by your Board payment to the contractor above the initial limit will not be made although the services have been provided.

OTHER AGENCY INVOLVEMENT: None

FINANCING:

This amendment increases the cost of the project by approximately $24,000. Funds are available within the Parks and Recreation adopted and proposed budget to provide for this increase.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: Yes Date 8/12/15
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: YES Date 8/12/15
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: J Date 8/13/15

REQUESTED BY: _____ **Date:** _____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ **Date:** 8/12/15

AMENDMENT NUMBER One **TO**
AGREEMENT BETWEEN THE COUNTY OF INYO AND
Boetsch Well Drilling
FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Boetsch Well Drilling, of Mojave, California (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Independent Contractor Services dated March 30, 2015, on County of Inyo Standard Contract No. 116, for the term from March 5, 2015 to June 30, 2015.

WHEREAS, County and Contractor do desire and consent to amend such Agreement as set forth below;

WHEREAS, such Agreement provides that it may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties thereto, if such amendment or change is in written form, and executed with the same formalities as such Agreement, and attached to the original Agreement to maintain continuity.

County and Contractor hereby amend such Agreement as follows:

Paragraph 2. Term is amended to read "The term of this Agreement shall be from March 5, 2015 to August 30, 2015 unless sooner terminated as provided below.

Paragraph 3., D. Limit upon amount payable under Agreement is amended to read the total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed $64,000 (hereinafter referred to as "contract limit"). County expressly reserves the right to deny any payment or reimbursement requested by the Contractor for services or work performed which is in excess of the contract limit.

The effective date of this Amendment to the Agreement is August 18, 2015.

All the other terms and conditions of the Agreement are unchanged and remain the same.

AMENDMENT NUMBER One TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND
Boetsch Well Drilling
FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES

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

COUNTY OF INYO

By: _____

Dated: _____

CONTRACTOR

By: _____
Signature

_____
Type or Print

Dated: _____

APPROVED AS TO FORM AND LEGALITY:

_____
County Counsel

APPROVED AS TO ACCOUNTING FORM:

_____
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

_____
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

N/A
_____
County Risk Manager

AMENDMENT NUMBER One TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND
Boetsch Well Drilling
FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES.

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

COUNTY OF INYO

By: _____

Dated: _____

CONTRACTOR

By: Gerald T Boetsch
Signature

Gerald T Boetsch
Type or Print

Dated: August 11, 2015

APPROVED AS TO FORM AND LEGALITY:

_____
County Counsel

APPROVED AS TO ACCOUNTING FORM:

_____
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

_____
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

_____
County Risk Manager

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
20

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: County Administrator

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: County's response to the 2014-2015 Grand Jury Final Report

DEPARTMENTAL RECOMMENDATION: Request Board approve the report to Judge Brian J. Lamb, Presiding Judge, Inyo County Superior Court, responding to the findings and recommendations in the 2014-2015 Grand Jury Final Report and authorize the County Administrator to sign the transmittal letter.

SUMMARY DISCUSSION: The Inyo County Grand Jury has issued its 2014-2015 Grand Jury Final Report. As in the past, your Board's response is organized in a manner that ensures all findings and recommendations requiring a response by the County/Board of Supervisors have been addressed in the manner required by law.

Section 933 of the Penal Code identifies how the County responds to the Grand Jury Reports. The Board of Supervisors, as the governing body responds to all items under its control, i.e., Probation, Jail, etc. Every elected county officer also has a responsibility under the Code to provide comment, as requested by the Grand Jury, to the Presiding Judge of the Superior Court, with an information copy being sent to the Board of Supervisors. The Sheriff, has responded and forwarded a copy of his individual response to the Board of Supervisors, a copy is attached.

As in years past, this year's County response is limited to only those items required by State Statute to be responded to by the Board of Supervisors.

ALTERNATIVES: Your Board could direct Staff to change any one or all of the responses.

OTHER AGENCY INVOLVEMENT: N/A

FINANCING:, There is no fiscal impact associated with this report.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 08-11-2015
(The Original plus 20 copies of this document are required)

OFFICE OF THE
SHERIFF
INYO COUNTY, CA

WILLIAM R. LUTZE
SHERIFF

JEFF HOLLOWELL
UNDERSHERIFF

"A Professional Service Agency"

July 8, 2015

Inyo County Grand Jury
c/o Honorable Brian Lamb, Presiding Judge
Inyo County Superior Court
PO Drawer U
Independence, CA 93526

Dear Members,

First, I would like to take this opportunity to thank you for your service as members of the Grand Jury. I recently received your Final Report for the Inyo County Sheriff's Office/ County Jail Inspection Report. My responses to your recommendations and commendations are as follows:

R1: Review potential for Inyo County Jail to prepare meals for detainees and staff at the Juvenile Detention Facility within the next budget cycle.
Response: Chief Probation Officer Thompson and I have met and discussed this option. We have assigned our staff from respective agencies to look at this option and the logistics involved.

R2: By adding modular units outside of the jail for administrative staff, it would allow additional needed space for education and rehabilitation programs for inmates within the next fiscal year.
Response: Agree. We have very limited space for inmate programs; specifically space for continuing education, rehabilitation, and work experience for AB109 inmates. However, there is limited site space for modulars on the current footprint. I have been looking at different options for the administrative staff to move, which would allow the current administrative space to be relocated to accommodate inmate needs.

R3: Provide or plan an outdoor exercise area within the next fiscal year.
Response: Disagree. Our facility has an outdoor space, commonly referred to as the exercise yard, which meets Title 15 for outdoor space. It is located next to the cell area and provides sunlight and fresh air as required.

R4: In our concern for privacy, we suggest all private sessions between inmates, lawyers, and counselors be held in designated provided areas, i.e. the law library at all times.
Response: Disagree. Our facility has two primary areas that are secured for contact visits by attorneys and counselors. There is also a table in the main intake area of the jail for this use. Whenever an attorney or counselor comes to the facility they are asked which area they wish to use. Depending on the inmate and the risk associated, the attorney or counselor indicates which area they prefer and accommodations are made.

Again, thank you for your service. If you have any questions or need further information please contact me.

Sincerely,

William R. Lutze, Sheriff

P.O. Drawer "S" (550 South Clay Street) Independence, CA 93526
Phone: 760-878-0383 Fax: 760-878-0389

OFFICE OF THE
SHERIFF
INYO COUNTY, CA

WILLIAM R. LUTZE
SHERIFF

JEFF HOLLOWELL
UNDERSHERIFF

"A Professional Service Agency"

July 8, 2015

Inyo County Grand Jury
c/o Honorable Brian Lamb, Presiding Judge
Inyo County Superior Court
PO Drawer U
Independence, CA 93526

Dear Members,

I received your review and inspection of the Juvenile Detention Facility.

This letter is to inform you that I am unable to respond to your recommendations of the Juvenile Facility as I have no legal authority over the Inyo County Probation Department.

Thank you for your service. If you have any questions or need further information please contact me.

Sincerely,

William R. Lutze, Sheriff

cc: U/S Hollowell
Inyo County Board of Supervisors
Inyo County Probation

P.O. Drawer "S" (550 South Clay Street) Independence, CA 93526
Phone: 760-878-0383 Fax: 760-878-0389

BOARD OF SUPERVISORS
COUNTY OF INYO

P. O. BOX N • INDEPENDENCE, CALIFORNIA 93526
TELEPHONE (760) 878-0373 • FAX (760) 878-2241
email: pgunsolley@inyocounty.us

MEMBERS OF THE BOARD
LINDA ARCULARIUS
JEFF GRIFFITHS
RICK PUCCI
MARK TILLEMANS
MATT KINGSLEY

KEVIN CARUNCHIO
Clerk of the Board

PATRICIA GUNSOLLEY
Assistant Clerk of the Board

August 25, 2015

The Honorable Brian J. Lamb
Presiding Judge, Inyo County Superior Court
Inyo County Courthouse
Independence, CA 93526

SUBJECT: 2014-2015 Grand Jury Final Report

Dear Judge Lamb:

On behalf of the Board of Supervisors and all County departments, I would like to take this opportunity to thank the members of the 2014-2015 Grand Jury for their important and thoughtful work in preparing 2014-2015 Grand Jury Final Report. The County appreciates these dedicated citizens' commitment to trying to effect positive and constructive improvements to the way our local government functions.

Enclosed is the County of Inyo's response to the Report. As with the County's responses to Final Grand Jury Reports in years past, this response follows Penal Code Section 933.05(a) *Responses to findings* (copy included). The County's response is limited to only those items required by State Statute.

In closing, I want to again express the County's appreciation for the Jury's efforts to identify ways in which the County may improve its operations in support of our efforts to provide quality services to our community.

Sincerely,

Kevin D. Carunchio
County Administrator

KC
cc: Inyo County Board of Supervisors

Title 4

Flood Control Dist. (App. 1941) 42 Cal.App.2d 622, 109 P.2d 992. Levees And Flood Control ⇐ 11

Where a grand jury and the county board of supervisors ratified a suit brought by the district attorney against a county treasurer and his sureties to recover money fraudulently converted, the fact that such suit was instituted without authority of such board or any other official was not ground for dismissal thereof. People v. Madden (1901) 133 Cal. 347, 65 P. 741. Counties ⇐ 101(5)

§ 933. Findings and recommendations; copies of final report; comment of governing bodies, elective officers, or agency heads; definition

(a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report.

(b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the clerk of the court and remain on file in the office of the clerk. The clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity.

(c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years.

(d) As used in this section "agency" includes a department.

(Added by Stats.1961, c. 1284, p. 3064, § 1. Amended by Stats.1963, c. 674, p. 1678, § 1; Stats.1974, c. 393, p. 977, § 6; Stats.1974, c. 1396, p. 3054, § 3; Stats.1977, c. 107, p. 539, § 6; Stats.1977, c. 187, p. 709, § 1; Stats.1980, c. 543, p. 1499, § 1; Stats.1981, c. 203, p. 1126, § 1; Stats.1982, c. 1408, p. 5365, § 5; Stats.1985, c. 221,

§ 933.05. Responses to findings

(a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

(c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer,

agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

(Added by Stats.1996, c. 1170 (S.B.1457), § 1. Amended by Stats.1997, c. 443 (A.B. 829), § 5.)

Historical and Statutory Notes

Stats.1997, c. 443 (A.B.829), in subds. (a) and (b), in the introductory paragraphs, substituted "(b)" for "(c)"; in subd. (b)(3), substituted "head" for "director"; in subd. (c), inserted "agency or" throughout; inserted subd. (e), relating to investigations and meetings with the grand jury; and, in subd. (f), substituted "presiding" for "supervising".

Cross References

"Grand jury" defined, see Penal Code § 888.
Words and phrases, "county", see Penal Code § 691.

Research References

Encyclopedias
Recommendations and Reporting, Cal. Jur. 3d Criminal Law: Pretrial Proceedings § 601.
Responses to Findings, Cal. Jur. 3d Criminal Law: Pretrial Proceedings § 602.

Treatises and Practice Aids
4 Witkin Cal. Crim. L. 3d Intro. to Crim. Proc. § 40, (S 40) Reports.

§ 933.06. Vacancies on grand jury; report submitted by unanimous vote of remaining jurors; conditions

(a) Notwithstanding Sections 916 and 940, in a county having a population of 20,000 or less, a final report may be adopted and submitted pursuant to Section 933 with the concurrence of at least 10 grand jurors if all of the following conditions are met:

(1) The grand jury consisting of 19 persons has been impaneled pursuant to law, and the membership is reduced from 19 to fewer than 12.

(2) The vacancies have not been filled pursuant to Section 908.1 within 30 days from the time that the clerk of the superior court is given written notice that the vacancy has occurred.

(3) A final report has not been submitted by the grand jury pursuant to Section 933.

(b) Notwithstanding Section 933, no responsible officers, agencies, or departments shall be required to comment on a final report submitted pursuant to this section.

(Added by Stats.1994, c. 1085 (S.B.1465), § 1. Amended by Stats.2001, c. 854 (S.B. 205), § 40.)

Historical and Statutory Notes

Stats.2001, c. 854 (S.B.205) made technical revisions and nonsubstantive changes to maintain the Code.

Cross References

"Grand jury" defined, see Penal Code § 888.
Words and phrases, "county", see Penal Code § 691.

COUNTY RESPONSE
2014-2015 INYO COUNTY GRAND JURY REPORT

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COUNTY RESPONSE
2014-15 INYO COUNTY GRAND JURY REPORT
INYO COUNTY JAIL

Finding – "1) Meals prepared by inmates and staff follow health and state guidelines, with the ability to increase meal production for other county programs."

County Response: ***- Agree.*** *The County is continuing to analyze the cost efficiencies of meal preparation in all County kitchens, including the possibility of using Jail kitchen staff and resources to prepare meals for other County programs. In fact, the Board of Supervisors recently took steps to have the Jail kitchen begin preparing meals for the detainees at the Juvenile Hall. While there is certainly some ability for the Jail kitchen to absorb additional meal production at the current, or even reduced staffing and budget levels, further analysis needs to be completed in order to ascertain how much of an increase in the number of meals could be absorbed by the Jail kitchen. Similarly, it may make sense from a fiscal and resource perspective to have other County kitchens begin preparing meals – especially brown bag and frozen offerings – for the Jail.*

Finding – "2) Limited space for certification and rehabilitation programs."

County Response: ***- Agree –*** *There are obviously limitations on physical space and real property available to expand the footprint of the Jail. Land that might otherwise be available has been designated to meet other needs in the criminal justice system. The Judicial Council of the State of California has requested the County make the vacant lot adjacent to the jail available to the State to locate a new court facility in Independence, and the County is in negotiations to make this happen. Should these negotiations fail, the land could be available for other uses subject to the County's budget constraints and funding priorities.*

However, while space may be limited, the Board of Supervisors is unaware of problems space limitations may create with the inmate programs and services offered at the Inyo County Jail, and believes that the Inyo County Jail continues to provide superb care, programs and services for the inmates. Furthermore, the Board recognizes the creativity of the Sheriff and other County staff to come-up with ways in which to expand inmate programs within current space constraints and looks forward to working with the Sheriff's Office to evaluate and implement opportunities as they are identified and approved.

Finding – "3) Limited outside area for inmates."

County Response: ***- Disagree wholly –*** *The Inyo County Jail has an outdoor inmate exercise yard which meets Title 15 specifications for outdoor space. It is located next to the cell area and provides sunlight and fresh air as required while maintaining security.*

Finding – "4) Open non-confidential area used for counseling of inmates."

County Response: ***- Disagree wholly –*** *The Board of Supervisors supports the Sheriff and concurs with his response to the Grand Jury Report. There are already two secured areas for inmate visits with attorneys and counselors at the Jail.*

Recommendation – "1) Review potential for Inyo County Jail to prepare meals for detainees and staff at the Juvenile Detention Facility within next budget cycle."

County Response: ***- This recommendation has been implemented.*** *In December 2014 and August 2015, staff from County Administration conducted workshops with the Board of Supervisors on County operated kitchens. These workshops were requested by the Board of Supervisors to provide information on all of the County run kitchen programs and their related costs. The workshop material included data on meal cost developed with, and reviewed by staff in departments operating County kitchens, including the Health & Human Services and Probation departments, and the Sheriff's Office. Copies of the presentation are included with this response. (See Attachment A and B.) As reported above, following the August presentation, the Board took steps to close the kitchen in the Juvenile Hall and have the Jail kitchen begin preparing meals for Juvenile Hall detainees and staff. These changes and associated cost-savings are expected to be included in the Fiscal Year 2015-2016 CAO Recommended Budget. The Board of Supervisors is committed to continuing to evaluate the costs of meal preparations for county operations in an effort to identify more efficient and cost effective ways to operate the kitchens and provide meals as required or elected for programs under the County's purview.*

Recommendation – "2) By adding modular units outside of the jail for administrative staff, it would allow additional needed space for education and rehabilitation programs for inmates within the next fiscal year."

County Response: ***- This recommendation will not be implemented because it is unreasonable*** *– While appealing, the Grand Jury's recommendation that modular units be added outside of the jail for administrative staff relocation be completed within the next budget cycle makes this an unreasonable recommendation. As noted above, space to expand the footprint of the Jail is limited and, furthermore, the County has limited financial and staff resources and competing priorities for those resources. Therefore, it is unreasonable to expect that this project could be accomplished in the next year, space limitations notwithstanding.*

As reported by the Sheriff, the Sheriff's Office will continue to look for different options to accommodate the staffing and inmate needs at the Inyo County Jail. When possible as proposals are brought forward by the Sheriff's Office, the Board will look to the County Public Works Department and the County Administrator to analyze the proposals. Such an analysis could take time and money. The Board of Supervisors will consider projects for budget prioritization should they be recommended by staff and appropriate funding is identified.

Recommendation – "3) Provide or plan an outdoor exercise area within the next fiscal year."

County Response: ***- This recommendation will not be implemented because it is not warranted.*** *As reported above in Finding 3, the Inyo County Jail has an outdoor inmate exercise yard which meets Title 15 specifications for outdoor space and is located next to the cell area. It provides sunlight and fresh air as required. As the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding to expand services that have already been deemed appropriate by the State Board of Corrections.*

Recommendation – "4) In our concern for privacy, we suggest all private sessions between inmates, lawyers and counselors be held in designated areas, ie, the law library at all times."

County Response: ***- This recommendation will not be implemented because it is not warranted.*** *As reported in Finding 4 above, the Inyo County Jail has two primary secure areas for private sessions between inmates and attorneys and counselors. There is an area in the main intake area of the jail that can also be used for this purpose. Depending on the inmate and associated risk, the attorney or counselor indicates which area they prefer and accommodations are made. Since accommodations are available at the Jail, there is no necessity for the County to incur additional costs to provide appropriate security to transport inmates to the law library for attorney and counselor meetings. Again, the County is facing on-going budget challenges, and the Board of Supervisors expects to proceed cautiously regarding funding to expand adequate services that are already available at the facility.*

COUNTY RESPONSE
2014-15 INYO COUNTY GRAND JURY REPORT
INYO COUNTY JUVENILE DETENTION FACILITY

Finding – "1) The "Sally Port" area is not secure."

County Response: ***- Agree.*** *The "Sally Port" is compliant with State requirements.*

Finding – "2) Secured storage areas are not available for visitors' personal belongings in lobby."

County Response: ***- Disagree partially.*** *While there are no lockers in the lobby available for visitors, there is a secure location offered to visitors for the storage of their personal belongings.*

Finding – "3) Meal costs per capita averages $95.00 per day for under 90 days detention then reduced to $75.00 per day for stays longer than 90 days."

County Response: ***- Disagree wholly.*** *There is no reduction of food costs for longer detention times.*

The meal costs at the Juvenile Center are based on the cost of food multiplied by the number served, and overhead costs may or may not be included in these calculations. The analyses of County kitchen costs included with this response include meal costs for the Juvenile Hall, based on Fiscal Year 2013-2014 costs, and calculated as food-only costs and food plus overhead costs. The costs are not as high as reported by the Grand Jury.

Finding – "4) The updated keyless security system with swipe cards is used by staff and officers. Doors in and out of the visiting area are now synchronized to open individually, providing greater security and safety."

County Response: ***- Agree.*** *The Board of Supervisors continues to invest in upgrades to the security system at the Juvenile Center. Phase III of the security upgrade project was recently completed.*

Finding – "5) The heating and air conditioning systems, as well as the fire and safety inspections are up to date. Safety procedures are practiced by staff and detainees routinely."

County Response: ***- Agree.*** *Staff at the Juvenile Center are charged with making the safety and security of the children they supervise their number one priority. One way to insure the safety of the minors is by regularly conducting fire, life, and safety inspections and drills. The Board of Supervisor makes funding these inspections a budget priority and expects to ensure they are carried out.*

Recommendation – "1) For security reasons, fencing around the "Sally Port" needs to be completed within the next budget cycle."

County Response: ***- This recommendation will not be implemented because it is not warranted –*** *The Chief Probation Officer has again reported this year that a "Sally Port" area is not a mandatory component of a County Juvenile Detention Facility. While having a fenced Sally Port would certainly be ideal, the Chief Probation Officer also reports that, while it would be a nice addition to the Juvenile Center, he has not identified funding for this project. Furthermore, there have not been any incidents in the past due to the lack of fencing around the Sally Port.*

The Grand Jury's recommendation that fencing around the Sally Port be completed within the next budget cycle also makes this an unreasonable recommendation for the Board of Supervisors to commit to in the next nine (9) months. The Board of Supervisors has the budget authority for all County facilities, and projects are prioritized based on recommendations from the department head, working with the County Administrator and Public Works. The funding for prioritized projects is evaluated by the Board on a countywide basis. As the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding for non-mandated services and/or projects.

Recommendation – "2) Secure lockers provided for visitors' personal belongings installed in next budget cycle."

County Response: - This recommendation will not be implemented because it is not warranted – *As we have identified in the response to the Findings section of this report, while there are no lockers in the lobby available for visitors, there is a secure location offered to visitors for the storage of their personal belongings. However, if this project is requested in a future budget by the department, the Board of Supervisors may reconsider this recommendation depending upon the recommendation by the Department Head and the identification of a funding source for the project. Again, as the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding for discretionary projects and will consider them relative to other County needs.*

Recommendation – "3) Study for meals to be prepared by the Inyo County Jail for detainees at the Juvenile Detention Facility."

County Response: - This recommendation has been implemented. *In December 2014 and August 2015, staff from County Administration conducted workshops with the Board of Supervisors on County operated kitchens. These workshops were requested by the Board of Supervisors to provide information on all of the County run kitchen programs and their related costs. The workshop material included data on meal cost developed with, and reviewed by staff in departments operating County kitchens, including the Health & Human Services and Probation departments, and the Sheriff's Office. Copies of the presentation are included with this response. (see Attachment A and B.) As reported previously, following the August presentation, the Board took steps to close the kitchen in the Juvenile Hall and have the Jail kitchen begin preparing meals for Juvenile Hall detainees and staff. These changes and associated cost-savings are expected to be included in the Fiscal Year 2015-2016 CAO Recommended Budget. The Board of Supervisors is committed to continuing to evaluate the costs of meal preparations for county operations in an effort to identify more efficient and cost effective ways to operate the kitchens and provide meals as required or elected for programs under the County's purview.*

ATTACHMENT A

COUNTY OF INYO
BOARD OF SUPERVISORS

NOTIFICATION FROM THE MEETING OF December 2, 2014
OF THE INYO COUNTY BOARD OF SUPERVISORS

TO: File

CAO-Budget/ W-S County Run Kitchens	The Chairperson recessed open session at 11:12 a.m. to convene in a workshop, with all Board Members present, to receive information on and discuss all of the County run kitchens and their related costs. The Chairperson recessed the workshop at 12:30 p.m., to reconvene in open session, with all Board Members present.

Attest: *KEVIN D. CARUNCHIO*
Clerk of the Board

by: Patricia Gunsolley
Patricia Gunsolley, Assistant

Inyo County Meal Costs

December 2, 2014

Jail

Juvenile Hall

Senior Centers

Purpose of the Workshop

Provide information to the Board of Supervisors on all of the County run kitchens and their related costs

Template provided to the Jail & Juvenile Hall Staff

Inyo County Meal Costs

Facility:

Using your FY 13/14 data, please fill in the appropriate numbers in the highlighted boxes. The formulas will calculate automatically.

Cook Salaries and Benefits	
Food Costs	
Nutritionist Costs	
Public Liability	
Workers Compensation	
General Operating	
Internal Copier Charges	
Travel Expense	
Utilities	
Other Costs	
Total Costs	$ -

		Annual Total
AVG Daily Population (Inmates)		0
Total REQUIRED Staff meals		0
Total Meals Served		0

	Inmates Only	Inmates and Staff
Cost Per Meal (all costs included)	$ -	$ -
Cost Per Meal (Food & Personnel Only)	$ -	$ -
Cost Per Meal (Food Only)	$ -	$ -

Tips: To figure out the percentage to use for Workers Comp, Public Liability, Utilities, General Operating and Copier Charges take the total cook salary and benefits costs and divide that by the total amount of salaries in the budget to come up with the percentage to charge of each item. If you use another method, please make sure to explain your process.

Please call Denelle Carrington at 760-878-0262 if you have any questions.

Jail Meal Cost Analysis

Six scenarios to consider

Inmate ONLY

1. Cost per meal with the cost of food/supplies only
2. Cost per meal with the cost of the food/supplies plus the cooks salaries
3. Cost per meal with all costs applied. (All costs explained below)

Inmate + Staff

4. Cost per meal with the cost of food/supplies only
5. Cost per meal with the cost of the food/supplies plus the cooks salaries
6. Cost per meal with all costs applied. (All costs explained below)

ALL COSTS INCLUDE:

- Food/Supplies (all food, plates, utensils, etc.)
- Cook Salaries
- % of Workers Compensation, Public Liability, General Operating , Utilities and Internal Copier Charges (% is determined by taking the total cook salaries and dividing it by the total salary and benefit costs in the jail budget)
- Travel – directly related to cook or kitchen trainings
- Nutritionist

Jail Meal Costs

- Average Daily Inmate Population – FY 13/14 = 71 inmates per day (info provided by Jail Staff) or 213 meals per day = 77,745 annual meals served
- Jail Operations Manual
  - Per Section J107.20 – Employee Jail Meals – the following on-duty personnel will be allowed meals at no cost: Jail Staff, Dispatchers, Administrative personnel and Jail Cooks
  - this translates to approximately 14 staff per shift or 42 meals per day = 15,330 annual meals served
- Total Meals served (based on numbers above) = 255 meals per day = 93,075 annual meals served

Jail Operations Manual – Section J107.20

J107.20 – EMPLOYEE JAIL MEALS

Employees assigned to the Independence facility will be allowed meals at no cost under the following regulations:

(1) Only scheduled on-duty personnel assigned to the Independence facility will be allowed meals. This will include:

A. Jail staff
B. Dispatchers
C. Administrative personnel
D. Jail cooks

(2) Employees requesting meals must notify the cook that they are requesting a meal by the following times:

Breakfast - When the cook arrives for work
Lunch - By 1000 hours
Dinner - By 1630 hours

(3) Inmates will be fed line meals before employees eat.

(4) Employees will eat regular line food. No special meals will be prepared.

(5) Employees may not consume meals in an area open to public view.

EXCEPTIONS: Only the Sheriff, Undersheriff, Lieutenant or Sergeant may request a line meal for any person not listed above.

California Code of Regulations – Adult Title 15 – Food (Jail)

- CALIFORNIA CODE OF REGULATIONS
  TITLE 15. CRIME PREVENTION AND CORRECTIONS
  DIVISION 3. DEPARTMENT OF CORRECTIONS
  CHAPTER 1. RULES AND REGULATIONS OF THE DIRECTOR OF CORRECTIONS
  ARTICLE 4. FOOD SERVICES
  s 3050. Regular Meals.
- (a) Each inmate shall be provided a wholesome, nutritionally balanced diet. Nutrition levels shall meet the recommended daily allowances established by the Food and Nutrition Board of the National Research Council.
- (1) Inmates confined in segregated housing shall be served food representative of that being served to general population inmates. Food shall not be withheld nor standard menu varied as a disciplinary sanction for any inmate.
- (2) Inmates shall be provided three meals each day, two of which shall be served hot. Variations to the two hot meals per day requirement may be allowed to accommodate religious observances, religious meal programs, and institution emergencies. The breakfast meal shall be served not more than 14 hours following the previous day's evening meal.

Jail Meal Costs

- Inmate Only Food Costs – Average of 71 Inmates per Day
  1. $6.01 per meal – Food Only ($467,345.40/77,745[a])
  2. $9.78 per meal – Food + Cook Salaries ($760,427.28/77,745[a])
  3. $10.10 per meal – All Costs[b] ($784,868.63/77,745[a])

- Inmate + Staff Food Costs – Average of 71 inmates per day + 14 staff per shift per day
  4. $5.02 per meal – Food Only ($467,345.40/93,075[c])
  5. $8.17 per meal – Food + Cook Salaries ($760,427.28/93,075[c])
  6. $8.43 per meal – All Costs[b] ($784,868.63/93,075[c])

a. Inmate meals = 71 inmates x 3 meals per day x 365 days in a year
b. All Costs – as explained in prior slide
c. Inmate + Staff meals = 71 inmates x 3 meals per day x 365 days in a year + 14 staff x 3 meals per day x 365 days in a year

*** It is important to note, that the costs for each scenario are the same – However, the reality is that if less meals were prepared/served to staff for instance, the cost of the food would decrease. For example, using the cost of food only for all inmates + staff ($5.02) and multiplying that only by the inmates per day (71), for the whole year, the cost of the food would be $390,280, a potential savings of $77,065 from what was expended in FY 13/14.**

Analysis provided by the Jail Staff

Jail Analysis:

- Inmate Only
  1. Food Only = $4.09 (compared to $6.01)
  2. Food + Cook Salaries = $7.48 (compared to $9.78)
  3. All Costs = $8.59 (compared to $10.10)
- Inmate + Staff
  4. Food Only = $3.39 (compared to $5.02)
  5. Food + Cook Salaries = $6.19 (compared to $8.17)
  6. All Costs = $7.11 (compared to $8.43)

- **Differences**:
  - Average daily population is 71. However, unknown to Budget Analyst, the cook prepares 10 extra meals for bookings and late transports, and 1 extra meal for the pods.
  - Average staffing – Budget Analyst worked with Personnel on the staffing needs and calculated 14 authorized staff per meal. According to the Jail staff there are 26 authorized staff on duty during day shift, and 8 on night shift, averaging 17 staff per meal.
  - Total Costs for Budget Analyst = $784,869 and Total Costs for Jail Staff = $770,981. The difference is mostly in Food and Other Costs (Budget Analyst had 12,867.33 more than Jail Staff) with a few other small differences in the other categories.

Juvenile Hall Meal Cost Analysis

Six scenarios to consider

Inmate ONLY

1. Cost per meal with the cost of food/supplies only
2. Cost per meal with the cost of the food/supplies plus the cooks salaries
3. Cost per meal with all costs applied. (All costs explained below)

Inmate + Staff

4. Cost per meal with the cost of food/supplies only
5. Cost per meal with the cost of the food/supplies plus the cooks salaries
6. Cost per meal with all costs applied. (All costs explained below)

ALL COSTS INCLUDE

- Food/Supplies (all food, plates, utensils, etc.)
- Cook Salaries
- % of Workers Compensation, Public Liability, General Operating , Utilities and Internal Copier Charges (% is determined by taking the total cook salaries and dividing it by the total salary and benefit costs in the jail budget)
- Travel – directly related to cook or kitchen trainings

Juvenile Hall Meal Costs

- Average Daily Inmate Population – FY 13/14 = 6 inmates per day (info provided by Probation Staff) or 18 meals per day = 6,570 annual meals served
- Juvenile Hall Operations Manual
  - Section 230 – Meals – Staff – The Board of Supervisors approved "on-duty" employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center
  - 3 staff per shift or 9 meals per day = 3,285 annual meals served
- Total Meals served (based on numbers above) = 27 meals per day = 9,855 annual meals served

Juvenile Hall Operations Manual – Section 230

230 - MEALS – STAFF

The Board of Supervisors approved "on-duty" employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center. "On-duty" employees are those who do not have a meal hour and cannot leave the institution to eat.

A. Day shift usually has a light breakfast after morning programming is complete.

B. Lunch for staff will be served in the Juvenile Center from approximately 1230 to 1300 hours. Dinner will be served from approximately 1730 to 1800 hours. Staff working 8-hour or 10-hour shifts without designated lunch hours is entitled to eat one meal per shift at no charge.

C. Meals will be left for graveyard shift or they may help themselves from containers specifically marked for staff.

California Code of Regulations – Juvenile Title 15 - Food

Article 9. FOOD

Section 1460. Frequency of Serving.

Food shall be served three times in any 24-hour period. At least one of these meals shall include hot food. Supplemental food shall be offered to minors at the time of initial intake; shall be served to minors if more than 14 hours pass between meals; and shall be served to minors on medical diets as prescribed by the attending physician.

A minimum of twenty minutes shall be allowed for the actual consumption of each meal except for those minors on medical diets where the responsible physician has prescribed additional time.

Provisions shall be made for minors who may miss a regularly scheduled facility meal. They shall be provided with a substitute meal and beverage, and minors on medical diets shall be provided with their prescribed meal.

Juvenile Hall Meal Costs

- Inmate Only Food Costs – Average of 6 inmates per day
  1. $6.20 per meal – Food Only ($40,744.75/6,570[a])
  2. $20.21 per meal – Food + Cook Salaries ($132,783.86/6,570[a])
  3. $20.84 per meal – All Costs[b] ($136,943.21/6,570[a])
- Inmate + Staff Food Costs – Average of 6 inmates per day + 3 staff per shift per day
  4. $4.13 per meal – Food Only ($40,744.75/9,855[c])
  5. $13.47 per meal – Food + Cook Salaries ($132,783.86/9,855[c])
  6. $13.90 per meal – All Costs[b] ($136,943.21/9,855[c])

a. Inmate meals = 6 inmates x 3 meals per day x 365 days in a year
b. All Costs – as explained in prior slide
c. Inmate + Staff meals = 6 inmates x 3 meals per day x 365 days in a year + 3 staff x 3 meals per day x 365 days in a year

* It is important to note, that the costs for each scenario are the same – However, the reality is that if less meals were prepared/served to staff for instance, the cost of the food would decrease. For example, using the cost of food only for all inmates + staff ($4.13) and multiplying that only by the inmates per day (6), for the whole year, the cost of the food would be $27,135, a potential savings of $13,600 from what was expended in FY 13/14.

Analysis provided by the Probation Staff

Juvenile Hall Analysis:

- Inmate Only
  1. Food Only = $6.52 (compared to $6.20)
  2. Food + Cook Salaries = $20.52 (compared to $20.21)
  3. All Costs = $20.97 (compared to $20.84)
- Inmate + Staff
  4. Food Only = $4.34 (compared to $4.13)
  5. Food + Cook Salaries = $13.68 (compared to $13.47)
  6. All Costs = $13.98 (compared to $13.90)

Differences:

- The Probation staff had additional expenses of $818.31. Not a substantial difference.

Senior Program Meal Cost Analysis

Three Scenarios to consider for the Congregate and Home Delivered Meals

1. Food only costs
2. Food + Cook Salaries
3. All Costs (explained below)

ALL COSTS INCLUDE

- Internal Charges (Building & Maintenance)
- Internal Copier Charges
- Office/Other Equipment (kitchen equipment)
- Advertising (PSA Positions)
- Professional Services (Mission Linen)
- General Operating (supplies for sites, etc.)
- Utilities
- Salaries & Benefits (% of Site Coordinators, % of Program Services Assistants, Registered Dietician)
- Workers Compensation
- Food and Packaging
- Motor Pool for Home Delivered Meals

Senior Center All Costs

- Treated differently from Jail and Juvenile Hall for the following purposes
  - Different "Cost Centers", such as Supportive Services (IIIB), and Family Caregivers (IIIE) which also draw down costs.
  - Salaries and Benefits for different classifications were allocated based on the Closeout report that was submitted to CDA for FY 13/14, which then draws other costs, such as Workers compensation in differently, than it would by just applying flat percentages.
  - Differences in Congregate Meals (Senior Site Meals) and Home Delivered Meals, which require Motor Pool costs.

Senior Center Meals

- Congregate Meals Served at the Senior Centers located throughout Inyo County – FY 13/14 = 18,309

- Home Delivered Meals throughout Inyo County – FY 13/14 = 47,447

- Percentages used varies, since the costs applied to the meals includes Cooks, Site Supervisors, and Drivers (PSA's). Each unit was charged based on the same premises used in the Jail and Juvenile Hall percentages.

Nutrition Guide – Title 22 CA Code of Regulations

- s7638.5. Nutrition Requirements of Meals.
  a. Compliance with dietary guidelines:
     1. In accordance with Section 339 of the Older Americans Act (42 U.S.C. 3030g-21), each meal shall provide the following to participating individuals:
        A. If the Program provides one (1) meal per day, a minimum of one-third (1/3) of the Dietary Reference Intakes (DRIs) by the Food and Nutrition Board, Institute of Medicine, National Academy of Sciences (2006), which are incorporated by reference.
     2. Meals shall comply with the Dietary Guidelines for Americans (2005 6th Edition) by the U.S. Department of Health and Human Services and the USDA, which is incorporated by reference.

Senior Center Meals

- Congregate Meal (Meals served at Senior Centers)
  1. $9.63 per meal (with all costs applied)
  2. $6.52 per meal (Food + Cook Salary)
  3. $3.48 per meal (Food Only)

- Home Delivered Meal Costs
  1. $9.83 per meal (with all costs applied)
  2. $6.47 per meal (Food + Cook Salary)
  3. $3.45 per meal (Food Only)

Analysis provided by HHS Staff

HHS Analysis

- Congregate Meal
  1. All Costs Applied = $9.48 (compared to $9.63)
  2. Food and Cook Salaries = $6.50 (compared to $6.52)
  3. Food Only = $3.48 (compared to $3.48)
- Home Delivered Meal
  1. All Costs Applied = $9.96 (compared to $9.83)
  2. Food and Cook Salaries = $6.45 (compared to $6.47)
  3. Food Only = $3.45 (compared to $3.45)

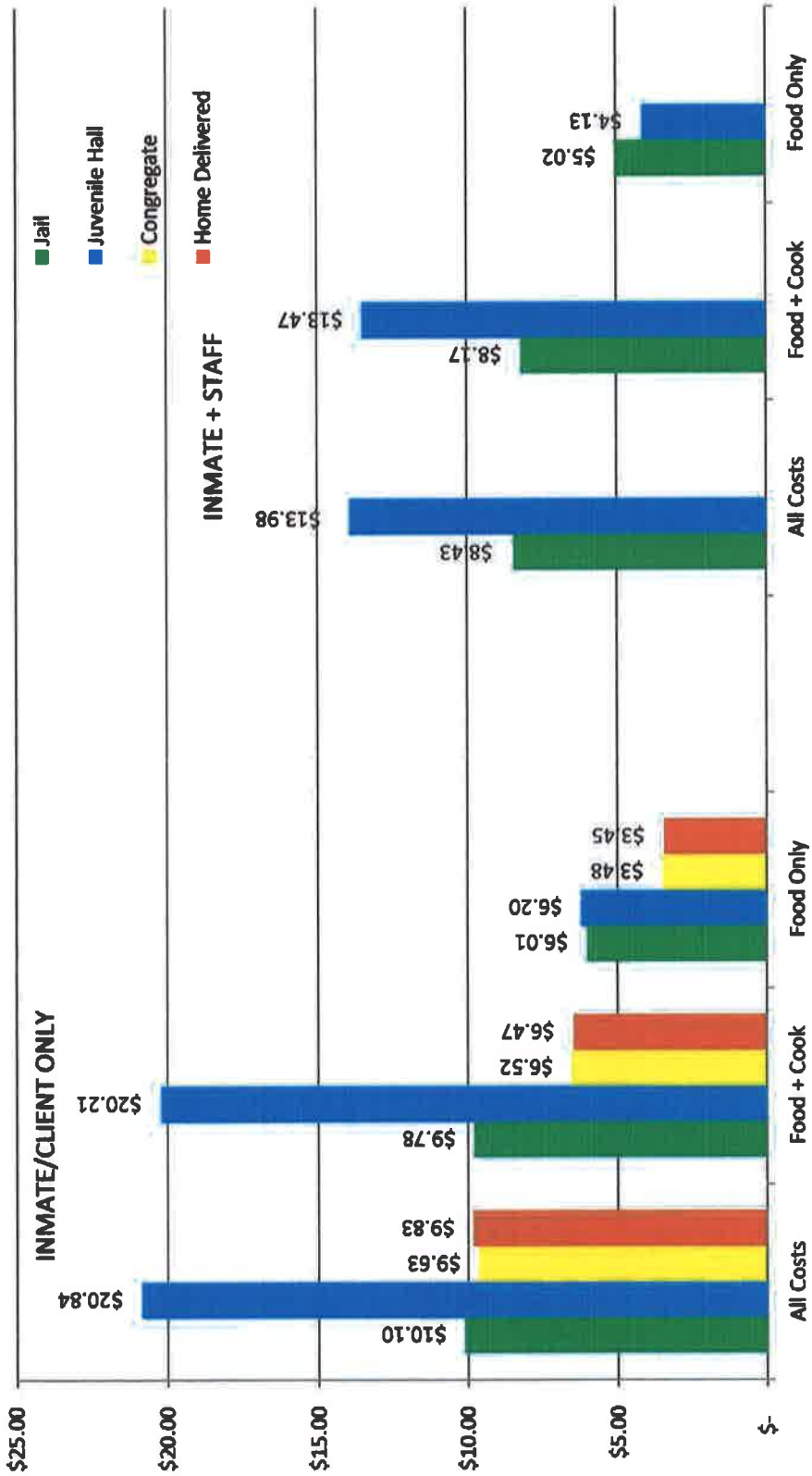
- Differences
  - A few costs were distributed a little differently between Congregate and Home Delivered, but the differences are not substantial.

Comparison of Analysis

	Inmate/Client Food Only	Inmate + Staff – Food Only	Inmate/Client – Food + Cook Salaries	Inmate + Staff – Food + Cook Salaries	Inmate/Client – All Costs	Inmate + Staff – All Costs
Jail	$6.01	$5.02	$9.78	$8.17	$10.10	$8.43
Juvenile Hall	$6.20	$4.13	$20.21	$13.47	$20.84	$13.90
Senior Center - Congregate	$3.48		$6.52		$9.63	
Senior Center –Home Delivered	$3.45		$6.47		$9.83	

Departmental	Inmate/Client Food Only	Inmate + Staff – Food Only	Inmate/Client – Food + Cook Salaries	Inmate + Staff – Food + Cook Salaries	Inmate/Client – All Costs	Inmate + Staff – All Costs
Jail	$4.09	$3.39	$7.48	$6.19	$8.59	$7.11
Juvenile Hall	$6.52	$4.34	$20.52	$13.68	$20.97	$13.98
Senior Center - Congregate	$3.48		$6.50		$9.48	
Senior Center –Home Delivered	$3.45		$6.45		$9.96	

FY 13/14 Budget Analyst Comparison



Conclusions

- Rates for Food Only for all kitchens range from $3.45 - $6.52
- Depending on how many meals are served, the costs differ, the more meals served, the lower the costs. Counts varied in the Jail.
- Staff meals also differ across facilities, and could be interpreted in different ways by different people

WHAT'S NEXT???

- How to standardize costs? Vendors, etc.
- Additional savings across the kitchens (i.e. brown bag meals like those that are served to Search & Rescue)
- Integrate Operations?
- Evaluate menus?
- Shop Food Prices?
- Other Recommendations?

COUNTY OF INYO
BOARD OF SUPERVISORS

NOTIFICATION FROM THE MEETING OF August 4, 2015
OF THE INYO COUNTY BOARD OF SUPERVISORS

TO: File

CAO-Budget/ W-S County Run Kitchens	The Board convened at 2:10 p.m. in a workshop, with all Board Members present, to receive information on and discuss County run kitchens and their related costs. The Chairperson recessed the workshop at 3:15 p.m., to reconvene in open session, with all Board Members present.

Attest: *KEVIN D. CARUNCHIO*
Clerk of the Board

by: Patricia Gunsolley
Patricia Gunsolley, Assistant

Inyo County Kitchen Costs Workshop
Part II
August 4, 2015

Jail & Juvenile Hall

Let's make some decisions

Where We Left Off

- Cost of Meals in the Jail (all costs*) = $8.43
- Cost of Meals in the Juvenile Hall (all costs*) = $13.90
- Both rates above include feeding staff as agreed to in the Jail Operations Manual and the Juvenile Hall Operations Manual, approved by the Board of Supervisors

*Food/Supplies, Cook Salaries, % of Workers Comp, % of Public Liability, travel and Nutritionist

Food – Overview of Meals Served

- Total Meals served in the Jail for Fiscal Year 2013-2014
  - Inmate Meals = 77,745
  - Staff Meals = 15,330
  - **Total Meals = 93,075**
  - Cost Per Year = $784,869 (Average Meal per day $8.43)
- Total Meals served in the Juvenile Hall for Fiscal Year 2013-2014
  - Juvenile Meals = 6,570
  - Staff Meals = 3,285
  - **Total Meals = 9,855**
  - Cost Per Year = $136,943 (Average Meal cost $13.90)

California Code of Regulations – Title 15 - Comparison

Jail

CALIFORNIA CODE OF REGULATIONS
TITLE 15. CRIME PREVENTION AND CORRECTIONS
DIVISION 3. DEPARTMENT OF CORRECTIONS
CHAPTER 1. RULES AND REGULATIONS OF THE DIRECTOR OF CORRECTIONS
ARTICLE 4. FOOD SERVICES
s 3050. Regular Meals.

(a) Each inmate shall be provided a wholesome, nutritionally balanced diet. Nutrition levels shall meet the recommended daily allowances established by the Food and Nutrition Board of the National Research Council.

(1) Inmates confined in segregated housing shall be served food representative of that being served to general population inmates. Food shall not be withheld nor standard menu varied as a disciplinary sanction for any inmate.

(2) Inmates shall be provided three meals each day, one of which shall be served hot. Variations to the one hot meal per day requirement may be allowed to accommodate religious observances, religious meal programs, and institution emergencies. The breakfast meal shall be served not more than 14 hours following the previous day's evening meal.

Juvenile Hall

California Code of Regulations
Title 15 Minimum Standards for Juvenile Facilities
Article 9. FOOD
Section 1460. Frequency of Serving.

Food shall be served three times in any 24-hour period. At least one of these meals shall include hot food. Supplemental food shall be offered to minors at the time of initial intake; shall be served to minors if more than 14 hours pass between meals; and shall be served to minors on medical diets as prescribed by the attending physician.

A minimum of twenty minutes shall be allowed for the actual consumption of each meal except for those minors on medical diets where the responsible physician has prescribed additional time.

Provisions shall be made for minors who may miss a regularly scheduled facility meal. They shall be provided with a substitute meal and beverage, and minors on medical diets shall be provided with their prescribed meal.

Sample Menu from another County

Proposed 5/12
Implemented:
Revised: 9/13

[redacted]

CALIFORNIA
CONSTRUCTION MENU
Weekly Average 2500 Calories Per Day
Less Than 30% of calories from fat and less than 5 g sodium weekly average

ARAMARK Correctional Services

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Week: 1

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
Meal Name: Breakfast						
Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup	Dry Cereal 1 1/4 cup
T. Bologna 2 ozw	Peanut Butter 1 each	T. Bologna 2 ozw	Peanut Butter 1 each	T. Ham 2 ozw	Peanut Butter 1 each	T. Bologna 2 ozw
Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each
Jelly 2 packet	Jelly 2 packet	Jelly 2 packet	Jelly 2 packet	Jelly 2 packet	Jelly 2 packet	Jelly 2 packet
1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each	1% Milk Protein Fortified(Half Pint) 2 each
Sugar Sub 2 packet	Sugar Sub 2 packet	Sugar Sub 2 packet	Sugar Sub 2 packet	Sugar Sub 2 packet	Sugar Sub 2 packet	Sugar Sub 2 packet
Meal Name: Lunch						
T. Salami 4 ozw	T. Bologna 4 ozw	Turkey 4 ozw	T. Salami 4 ozw	T. Bologna 4 ozw	Turkey 4 ozw	T. Salami 4 ozw
Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each	Mayo Dressing & Mustard Packets 1 each
Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each	Wheat Bread or Rolls 4 each
Carrot Sticks or Coins (A) 3 ozw	Fresh Fruit 1 each	Carrot Sticks or Coins (A) 3 ozw	Celery Sticks 3 ozw	Carrot Sticks or Coins (A) 3 ozw	Single Serve Chips 1 bag	Fresh Fruit 1 each
Sandwich Cookie 4 each	Sandwich Cookie 4 each	Sandwich Cookie 4 each	Sandwich Cookie 4 each	Sandwich Cookie 4 each	Sandwich Cookie 4 each	Sandwich Cookie 4 each
Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup	Fruit Drink w/ Vitamin C 1 cup
Meal Name: Dinner						
Baked Meatloaf 3 ozw	T. Ham 4 ozw	Crispy Chicken Patty 4 ozw	T. Hot Dogs (1.5 oz each) 2 each	Crunchy Country Patty 4 ozw	Farmhouse Stew LF/LS (3 oz soy / 1 c veg) 12 ozw	Tex-Mex Taco Filling (3 oz soy) 4 ozw
Gravy LF/LS 3 fl oz	Pinto Beans 1 1/2 cup	Cajun Potatoes 3/4 cup	Chili Sauce (2 oz soy) 4 ozw	Mashed Potatoes 1 cup	Brown Rice 3/4 cup	Pinto Beans 1 1/2 cup
O'Brien Potatoes 3/4 cup	Kettle Blend Mixed Vegetables LF (A) 1/2 cup	Gravy LF 3 fl oz	Pinto Beans 1 1/2 cup	Gravy LF/LS 3 fl oz	Carrots (A) 3/4 cup	Cheese Sauce 1 fl oz
Cabbage LF (C) 3/4 cup	Wheat Bread or Rolls 2 each	Broccoli LF (C) 3/4 cup	Carrots (A) 3/4 cup	Broccoli LF (C) 3/4 cup	Cabbage LF (C) 3/4 cup	Shredded Lettuce 1 cup
Wheat Bread or Rolls 2 each	Coleslaw Vinaigrette (C) 3/4 cup	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Wheat Bread or Rolls 2 each	Taco Sauce 1 packet
Whipped Margarine 1/3 ozw	Whipped Margarine 1/3 ozw	Whipped Margarine 1/3 ozw	Creamy Coleslaw (C) 3/4 cup	Whipped Margarine 1/3 ozw	Whipped Margarine 1/3 ozw	Tortilla Chips 1 ozw
Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion	Fruit (1@ or 1/2 cup) 1 portion
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (initial/date) Q1_____ Q2_____ Q3_____ Q4_____
In accordance with ACA Standard (ref. 3-ALDF-4C-04) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 9/13 ARAMARK Dietitian's Signature: Client's Signature:_____ Date:_____ FLM Signature:_____ Date:_____

Average Cost per Meal (Food Only) = $

Inyo County Jail Menu

NOV 2014

26	***Sunday****	********	**********	2	***Sunday****	**********	**********
	CEREAL	SPAGHETTI	SACK DINNERS		HOT CEREAL	BEEF STEW	SACK DINNERS
	TOAST/MARG/JELLY	SALAD/VEGGIE	MILK/FRUIT		SAUSAGE	SALAD/DESSERT	MILK
	SAUSAGE	GARLIC BREAD			TST/JELLY	ROLL/MARG	FRUIT
	JUICE/MILK	JUICE			JUICE/MILK	JUICE	
27	***Monday****	**********	********	3	***Monday****	**********	**********
	BACON,EGGS	POZOLE W/FIXINGS	HOT DOGS		WAFFES	TUNA SANDWICH	MEAT & CHZ
	HASH BROWNS	TORTILLA	FF/SALAD		BACON	CUCUMBER SALAD	PIZZA/SALAD
	MILK/JUICE	PUDDING	VEGGIE		MARG/SYRUP	SOUP/CRACKERS	COOKIES
		JUICE	MILK/FRUIT		FRUIT/JUICE	JUICE	MILK/FRUIT
28	***Tuesday****	**********	**********	4	MILK		
	DENVER SCRAM	TACOS W/FIXINGS	POTATO SOUP		***Tuesday****	**********	**********
	HASH BROWNS	BEANS/RICE	W/SOUP BOWL		COLD CEREAL	BLT SANDWICH	RAVIOLIS
	1-TOAST	SALSA	SALAD		BACON	W/FIXINGS	VEGGIE/SALAD
	W/MARG./JELLY	JUICE/FRUIT	PUDDING		TST/MARG/JELLY	PASTA SALAD	GARLIC BREAD
	MILK/JUICE		MILK		MILK/JUICE	VEGGIE	FRUIT
29	***Wednesday***	**********	**********	5	***Wednesday***	JUICE	MILK
	BISCUITS/GRAVY	BEEF BROCCOLI	TAMALES/CHILE		BISCUITS/GRAVY	**********	**********
	EGGS	RICE/EGG ROLL	W/CHZ & ONION		EGGS	S/S PORK	SLOPPY JOES
	JUICE/MILK	SOUP	SALAD/VEGGIE		JUICE/MILK	RICE/SOUP	FF/SALAD
		JUICE	FRUIT/MILK			EGG ROLL	VEGGIE
30	***Thursday****	**********	**********	6	***Thursday****	JUICE	MILK/ FRUIT
	EGG.CHZ	PHILLY CHZ SAND	LASAGNA		PANCAKES	*********	**********
	SAUSGE ON	FF/SALAD	GARLIC BREAD		W/SYRUP/MARG	GR. CHEESE	2-ENCHILADAS
	MUFFIN	VEGGIE	VEGGIE/ SALAD		SAUSAGE PATTY	SANDWICH	RICE/BEANS*
	HASH BROWNS	JUICE	MILK/FRUIT		JUICE/MILK	SOUP/SALAD	SALAD
	JUICE/MILK					JUICE	MILK
31	***Friday*****	**********	**********	7	***Friday*****	**********	FRUIT
	FRENCH TST	EGG SALAD SAND	HOME MADE		BACON,EGGS	MAC & CHZ	**********
	W/MARG/SYRUP	SOUP/SALAD	*CHILE/SALAD		HASH BROWNS	W/HAM	CHICKEN
	BACON	CRACKERS	CORN BREAD		MILK/JUICE	VEGGIE/SALAD	TENDERS
	JUICE/MILK	JUICE	VEGGIE/MILK			JUICE	FF/SALAD
			FRUIT				VEGGIE
	Saturday*	********	**********	8	***Saturday****	********	MILK/FRUIT
1	OMELETS	TACO SOUP*	CHICKEN TINGA		EGGS	PINTO BEANS	***
	BACON	TORTILLA	W/RICE		SAUSAGE	W/HAM HOCKS	POPCORN CHIX
	TST/JELLY	SALAD	SALAD/VEGGIE		TST/ JELLY	RICE/SALAD	SALAD
	MILK/JUICE	JUICE	MILK/FRUIT		MILK/JUICE	1-BISCUIT	SOUP.CRACKERS
						JUICE	PUDDING/FRUIT
							MILK.

MENU IS NOT TO CHANGE WITHOUT AUTHORIZATION **PREPARED BY BM 10-15-2014** *BEANS

Inyo County Juvenile Hall Menu

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Date:						
Breakfast						
Buttermilk Pancakes-3 Syrup-2oz Butter –1oz Sausage-1 Orange Juice-5oz Banana - 1/2c Milk-8oz	Cold Cereal-12oz Wheat Toast-2sl Peanut Butter-1oz Mixed Fruit-1/2c Apple Juice-5oz Milk-8oz	Hot Cereal-12oz White Toast-2sl Butter-2oz Sausage-1 Orange Juice-5oz Fruit-1/2c Milk-8oz	Egg Cheese Sausage Burrito-1 Flour Tortilla-1 Salsa-1/2c Peaches - 1/2c Grape Juice-5oz Milk-8oz	French Toast-3 Syrup-2oz Butter-2 Bacon-2sl Orange Juice-5oz Banana -1/2 Milk-8oz	Hot Cereal-12oz Bagel-1 Cream Cheese-2oz Bacon-2sl Peaches-1/2c Grape Juice-5oz Milk-8oz	Cold Cereal-12oz Wheat Toast-2sl Jam-2 Peanut Butter-2oz Orange Juice-5oz Yogurt-4oz Milk-8oz
Lunch						
Roast Beef-3oz Cheese-2sl Wheat Bread-2sl Lettuce Chips-1.5oz Tomato Soup-12oz Orange-1 Milk-8oz Cookie-1	Tuna Salad-1/2c Wheat Bread-2sl Pasta Salad-1/2c Vegetable Soup-12oz Milk-8oz Apple-1sm	Egg Salad-3oz Wheat Bread-2sl Potato Salad-1/2c Navy Bean Soup-12oz Milk-8oz Orange-1	Peanut Butter Jam-2 White Bread-2sl Cream of Chicken Soup-12oz Chips-1 Milk-8oz Banana-1	Chicken Salad French Roll Cream of Mushroom Soup-12oz Mixed Fruit-1/2c Milk-8oz Cookie-1	Pepperoni Cheese Pizza-2sl Green Salad-12oz Ranch-1oz Wild rice Soup-12oz Mixed Fruit-1/2c Milk-8oz Cup cake-1	Double Chicken Burger Sesame Bun-1 Lettuce Tomato Pickle Onion Fries-1/2c Milk-8oz
Dinner						
Three Cheese Tortellini Alfredo Sauce /1c Mixed vegetables-1/2c Green Salad-1/2c Ranch-1oz Garlic Bread-1 Milk-8oz Apple-1	Barbequed Chicken-4oz Baked Potato-1 Mixed Vegetables 1/2c Green Salad-12oz Ranch-1oz Milk-8oz	Spaghetti & Meat balls-12oz Green Salad-1c Ranch-1oz Garlic Bread-2sl Mixed Fruit-1/2c Milk-8oz Vanilla Pudding-1/2c	Baked Glazed Ham-2oz Scalloped Potatoes-1/2c Mixed vegetables - 1/2c Bread-2sl Butter-1 Milk-8oz Apple-1	Beef Burrito-2 Chili Beans-1/2c Cheese-2oz Green Salad-1c Ranch-1oz Salsa-1/2c Pears-1/2c Milk-8oz	Savory Chicken-3oz Rosemary Potatoes-1/2c Carrots-1/2c Mixed Green Salad-1/2c Ranch-1oz Milk-8oz	Meat Loaf-3oz Mashed Potatoes-1/2c Gravy-2oz Broccoli-1/2c Wheat Bread-2sl Butter-2 Milk-8oz Vanilla Pudding-1c

Senior Center Menu

July 2015

Mon	Tue	Wed	Thu	Fri
		1 CHICKEN ENCHILADA Refried Beans Spanish Rice Green Salad Pears	2 BBQ PORK RIBS Oven Brown Potatoes/Corn Watermelon Ice Cream	3 CLOSED Happy Independence Day
6 CHICKEN ITALIAN Italian Veggies Dinner Roll Garden Salad Fruit Cup	7 TURKEY DIVAN Linguini Spinach /Bread Lime & CC Jell-O	8 PORK CARNITA TACOS Salsa, Cheese, Lettuce Beans / Rice Coleslaw	9 BEEF RAVIOLI Marinara Sauce Broccoli / Roll Spinach Salad Fruit Cup	10 SWISS STEAK Mashed Potatoes Gravy / Bread Corn / Fruit Green Salad
13 SLOPPY JOES French Fries Peas & Carrots Coleslaw Banana Pudding	14 TERIYAKI CHICKEN STRIPS Rice / Broccoli Tomato Cuke Salad Pineapple	15 ROAST BEEF Mashed Potatoes Gravy Peas Spinach Salad Grapes	16 LASAGNA Italian Veggies Garlic Bread Green Salad Pear Crisp	17 ROAST TURKEY Stuffing / Gravy Green Beans Cranberry Sauce Pumpkin Dessert
20 SPAGHETTI Broccoli Bread Green Salad Tropical Fruit	21 BBQ CHICKEN French Fries Baked Beans Broccoli & Cauliflower Salad / Fruit	22 SALMON Garlic Potatoes Green Beans Tropical Fruit Ice Cream	23 HUNGARIAN GOULASH Pasta Cabbage Dinner Roll Cantaloupe	24 BAKED HAM Au Gratin Potatoes Succotash Cornbread Ambrosia Salad
27 MACARONI & CHEESE W/HAM Winter Veggies Bran Muffin Green Salad Peaches	28 CHICKEN & CHILI QUICHE Zucchini W/ Tomatoes Muffin Honeydew	29 PIZZA DELUXE Mixed Squash Green Salad Watermelon	30 BBQ PORK SANDWICH French Fries Baked Beans Coleslaw Strawberries	31 MEATLOAF Baked Potato Gravy Peas Spinach Salad Peach Crisp

Breakfast Comparison

Aramark Menu

- Dry Cereal
- Protein
- Bread
- Milk

Inyo Jail Menu

- Bacon
- Eggs
- Hash Browns
- Milk/Juice

Inyo Juvenile Hall

- Cold Cereal
- Wheat Toast
- Peanut Butter
- Mixed Fruit
- Milk/Juice

Senior Center Menu

- No Breakfast Served – only lunches

Lunch Comparison

Aramark Menu

- Sandwich Meat – 4 oz
- Bread – 4 slices
- Vegetable or Fruit
- Sandwich Cookies
- Fruit Drink

Inyo Jail Menu

- Pazole w/fixings
- Tortilla
- Pudding
- Juice
- Fruit

Inyo Juvenile Hall

- Tuna Salad
- Wheat Bread
- Pasta Salad
- Vegetable Soup
- Milk
- Apple

Senior Center Menu

- Chicken Italian
- Italian Veggies
- Dinner Roll
- Garden Salad
- Fruit Cup
- Milk/Juice

FOOD FACTS

- Food Only Costs were calculated at $4.09 - $6.01 per meal for Inyo County for Fiscal Year 2013-2014 by departments
- Sutter County Jail – in their 2013 Annual Report – calculated food only costs at $1.19 - $1.72 per meal
- The food budget for California Department of Corrections has recently been raised from $2.30 **PER DAY** to $2.45 **PER DAY** for each inmate

Food – Cost Saving Opportunities

- Meals – required to serve one hot meal (jail).
  - Hot meal could be considered oatmeal in the morning (not bacon, waffles, pancakes, etc.)

- 1 – 2 "sack lunches" can be served daily
  - Doesn't specify when the cold meals could be served – could be dinner (**requires less prep time and staff**)

- Stop purchasing condiments?
  - Some facilities don't provide condiments, but the inmates are allowed to purchase them from the commissary…consideration? (Ketchup, mustard, mayonnaise, jelly, peanut butter, honey)

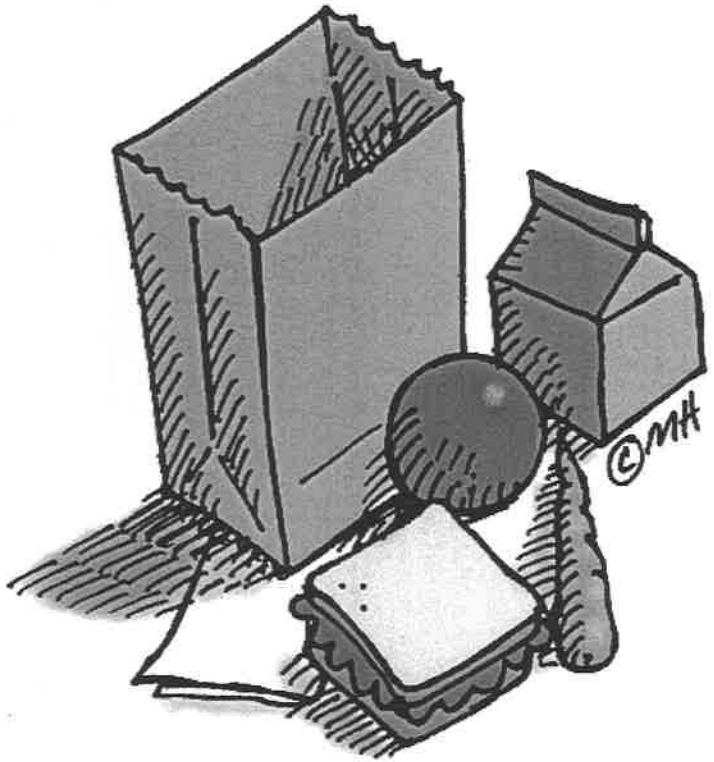
Food – Cost Saving Opportunities continued

- Possibility of freezing leftovers?
  - Currently our facility cooks 6-10 extra meals per day for bookings, late transports.
  - Serve a sack lunch for the late admits?

- What type of food/drink is required or appropriate?
  - Iced Coffee (French Vanilla and Caramel); Hot Chocolate; French Vanilla Creamer; Soda; Ice Cream; Froot Loops; etc.

- Cost Savings
  - Condiments = ~$5,500
  - Cooking Extra Meals = ~$30,000
  - Iced Coffee/Vanilla Flavored Creamer, etc. = ~$5,850
  - Serving 2 sack lunch meals a day instead of 3 hots = ~$15,500 - $25,000 (could be more/less)

Food Discussion?



Operations Manual Comparison

Jail Operations Manual – Section J107.2

J107.20 – EMPLOYEE JAIL MEALS

Employees assigned to the Independence facility will be allowed meals at no cost under the following regulations:

(1) Only scheduled on-duty personnel assigned to the Independence facility will be allowed meals. This will include:

A. Jail staff
B. Dispatchers
C. Administrative personnel
D. Jail cooks

(2) Employees requesting meals must notify the cook that they are requesting a meal by the following times:

Breakfast - When the cook arrives for work
Lunch - By 1000 hours
Dinner - By 1630 hours

(3) Inmates will be fed line meals before employees eat.

(4) Employees will eat regular line food. No special meals will be prepared.

(5) Employees may not consume meals in an area open to public view.

EXCEPTIONS: Only the Sheriff, Undersheriff, Lieutenant or Sergeant may request a line meal for any person not listed above.

Juvenile Hall Operations Manual – Section 230

230 - MEALS – STAFF

The Board of Supervisors approved "on-duty" employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center. "On-duty" employees are those who do not have a meal hour and cannot leave the institution to eat.

A. Day shift usually has a light breakfast after morning programming is complete.

B. Lunch for staff will be served in the Juvenile Center from approximately 1230 to 1300 hours. Dinner will be served from approximately 1730 to 1800 hours. Staff working 8-hour or 10-hour shifts without designated lunch hours is entitled to eat one meal per shift at no charge.

C. Meals will be left for graveyard shift or they may help themselves from containers specifically marked for staff.

Operations Manual Considerations

- Jail – Current list of staff allowed to eat meals:
  - Jail Staff
  - Dispatchers
  - **Administrative Personnel**
  - Jail Cooks

  What would be considered Administrative Personnel? All staff working there? Or only those that are not allowed to leave the jail during their shift? Opportunity for staff to purchase meals?

- Juvenile Hall – Current list of staff allowed to eat meals:
  - On Duty Employees – those employees who do not have a meal hour and cannot leave the institution to eat.

  Does this policy work? Are there exceptions?

- Reminder – Adding the staffing meal counts does reduce the cost of meals, however if the staff were not being provided meals, the cost of the food would be reduced

- Cost Savings Opportunities?

Operations Manual Discussion?

Kitchen Staff

Jail

Current Authorized Kitchen Staff:

- 1 Food Supervisor = $83,410
- 3 Full Time Cooks* = $196,271
- 1 BPAR Cook = $23,961

Total Salaries and Benefits = $303,642

*1 FT Cook vacant since 11/05/14
During the vacancy the OT earned was $19,075.24

Juvenile Hall

Current Authorized Kitchen Staff:

- 1 Full Time Cook = $69,341
- 1 BPAR Cook = $32,163

Total Salaries and Benefits = $101,504

Staff – Cost Savings Opportunities $117,000 - $162,000

- Can the jail prepare an additional 27 meals per day for the Juvenile Hall? Yes!
  - With its current staffing configuration?
    - 1 Supervisor, 2 FT Cooks, and 1 BPAR Cook = $242,634
      - Savings from deleting vacancy in the jail, and deleting juvenile hall (FT and BPAR) positions = $162,512
  - Another Configuration?
    - 1 Supervisor, 3 FT Cooks = $288,014
      - Delete 1 FT Cook (vacant), and all BPAR positions = $117,132

Staffing Discussion?

Other Saving Opportunities

- Can other changes be made to start saving money in the kitchen?
  - Portion sizes –
    - Are leftovers being thrown away?
    - Is money being wasted on any of this?
- Bulk Purchasing???
  - Could the Jail and Senior Centers work together to start buying product in bulk and save money?
  - Currently Administration and the Auditor-Controller is working with a local vendor
- What are other jails doing to save $$$
- Food Division for all meal programs

Review of Possible Savings

- Meals
  - 1 Hot, 2 cold – estimated savings ~ $15,500-$25,000
  - Frozen/Brown Bag Extras – estimated savings ~ $30,750
- Operations Manual
  - Restrict Meals - estimated savings ~ $27,500
  - Pay for Meals – estimated savings ~ $0
- Staffing
  - 1 Supervisor, 2 FT Cooks, 1 BPAR – savings $162,512
  - 1 Supervisor, 3 FT Cooks – savings $117,132

Board Discussion/Direction

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
21

☐ Consent X Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Jon Klusmire, Museum Services Administrator

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: 2015-2016 Fall Cycle Community Project Sponsorship Program Grants

DEPARTMENTAL RECOMMENDATION: Request your Board:

A. Review and approve 9 Community Project Sponsorship Program Grant awards for the 2015-2016 Fall Grant Cycle recommended by the Community Project Sponsorship Program Grant Review Panel, and in the amounts recommended by the Panel (Attachment A) in the total amount of $25,000; and,

B. Authorize the County Administrator to sign the contracts with the Fiscal Year 2015-2016 Community Project Sponsorship Program applicants, in the amounts approved by your Board, contingent upon appropriate signatures being obtained.

SUMMARY DISCUSSION:

Background

The Board originally approved the Community Project Sponsorship Program Guidelines and County of Inyo Standard Contract No. 159 (Independent Contractor – Community Project Sponsorship Program) at its meeting on September 25, 2007. (Revisions to the CPSP Guidelines were approved by the Board on December 23, 2008, with those revisions then reflected in Standard Contract No. 159.)

The Board has approved a "roll-over" budget for Fiscal Year 2015-16, which contains $50,000 for the Community Project Sponsorship Program in the Advertising County Resources Budget (011400), Professional Services (5265). The CPSP program guidelines allow the County to make funds available for eligible projects/events/programs twice a year -- during Fall and Summer grant cycles. Staff was instructed to move forward with a fall grant cycle, with $25,000 of funding available. Only projects, programs and events that will be completed by Dec. 31, 2015 are eligible for this round of CPSP funding.

During budget deliberations, the Board of Supervisors will determine the final and total amount of CPSP funding for FY 2015-16; if the Board awards the recommended $25,000 of CPSP funding in this Fall grant cycle, that $25,000 will be deducted from the final funding for the program ultimately approved by the Board for FY 2015-16.

By request of the applicants, application materials were e-mailed to previous Advertising County Resources Program applicants, as well as other organizations that expressed an interest in the Program. Potential applicants were also informed that the Community Project Sponsorship Program materials -- guidelines, application, contract No. 159 – are available on the County's website. A press release announcing the availability of CPSP funding was sent to local print and broadcast media, and was published and broadcast by local media. In several cases, staff answered questions and clarified the grant guidelines for organizations and groups seeking to apply for this round of grants.

On July 27, 2015, the Community Project Sponsorship Program received 11 applications requesting a total of $58,672 in grant funding. Staff assembled the applications into packets and created a digital copy for the members of the Review Panel and your Board.

Because of the relatively small number of proposals and limited funds, staff convened a Review Panel consisting of three county residents, from Lone Pine, Independence, and Bishop. The three-member Review Panel, identified on the scoring sheets as Panelist A, B and C, met on Wednesday, August 5, 2015. The members of the Review Panel discussed the merits of each application. The Review Panel was able to reach a consensus on grant eligibility during its discussions and

while completing the evaluation form for each application. The members of the Review Panel were asked to evaluate and score the applications relative to each of the following criteria (previously approved by the Board):

i. **Objective [10 points].** Does the application seek funding for a specific event or project, or component thereof that is likely to enhance in-county or out-of-county visitation to the community, or otherwise provide for the cultural or recreational enrichment of the citizens of Inyo County?

ii. **Community Support [15 points].** Does the project or event have strong community support? Of the total time allocated to the project or event, how many hours will volunteers provide? Are multiple community organizations collaborating to carry out the project or event? Is there evidence of monetary or in-kind support from the local business community?

iii. **Likelihood of Success [10 points].** Is it the applicant likely to carry out what is being proposed, and do it well? Does the information contained in the application seem realistic (e.g., total cost, total time, number of volunteers, etc.)? Does the applicant have a track record of successfully implementing the proposed, or similar projects or events? Is the nature of the project or event such that it seems "doable?" If the applicant is a previous County grant recipient, how well did they comply with the terms and conditions of the grant?

iv. **Scope of Benefit [10 points].** Is the benefit of the project or event clearly articulated? Will the project or event benefit the entire community, or primarily benefit only segments of, or specific organizations/businesses in the community? If the project or event is a fundraiser, how and to which organization(s) will the funds be disbursed? Does the benefit of the project or event extend to the greater region, or the County as a whole?

v. **Overall Merit [15 points].** What is the overall quality of the idea being proposed? Is it unique? Is it "tried and true"? Does it support the tenets of "civic tourism" (e.g., ecotourism, agricultural tourism, cultural tourism, heritage tourism, geotourism, etc.)? [See www.civictourism.org]. Does the proposed activity create an appealing, dynamic, prosperous, and distinctive community identity? Does the project or event articulate or enhance what people love about the community in which they live, recreate or vacation?

vi. **Measurable Outcomes [5 points].** Is the means the applicant proposes to use to measure the success of the project or event reasonable? Is it verifiable?

vii. **Leveraging of Resources [10 points].** If the Community Project Sponsorship Program grant is the primary source of monetary funding for the project or event: (1) what will be the return on the County's investment (e.g., community benefit, funds raised, visitors attracted)? and/or (2) what is the value of the in-kind services or donations being pledged to the event? If the amount requested is less than 50% of the cash needs for the project or event, what additional benefit(s) will be derived as a result of receiving Community Project Sponsorship Program funding?

viii. **Regional Context [5 points].** Is the project or event part of an organized series of regional events or a regional theme? Does the project or events have a possible future regional application?

ix. **Sustainability [5 points].** Is the project or event intended and likely to continue in the future without additional Community Project Sponsorship Program support?

x. **Other County Support [5 points].** Is the funding being requested through the Community Project Sponsorship Program the only form of financial or in-kind support the applicant, or project or event, will receive from Inyo County this fiscal year?

xi. **Clarity [10 points]**. Is the proposed activity, including anticipated outcomes, clearly and concisely stated? Is the information presented in the application consistent? Are the expenses for which Community Project Sponsorship Program grant funding is sought clearly identified, and such that reimbursement for eligible expenses can be easily made?

The Review Panel's total scores for each grant were averaged, and the results are presented for your Board's consideration in Attachment A. Pursuant to the Community Project Sponsorship Program Guidelines, in order to be considered for funding, a grant had to have an average score of at least 70 points.

Review Panel Final Recommended Funding

Projects that did not reach the 70-point threshold received zero funding when the Panel decided on the final, Recommended Funding. The panel members reached a consensus funding recommendation for each project, which is shown as the Final Recommended Funding on Attachment A. The panel awarded the full $25,000 allocation for the Fall Cycle of 2015-2016 Community Project Sponsorship Program grants.

SELECTED REVIEW PANEL COMMENTS

In an effort to share with your Board some of the Review Panel's reasoning about its recommended funding, staff is providing the following brief narrative. The narrative is not intended to capture all of the Review Panel's comments, or the opinions of individual panelists, but rather provide a general summary of the Review Panel's overriding thoughts that might serve your Board in today's deliberation and provide the affected applicants with information on how future grant applications (and the events or projects for which they seek funding) might be improved.

Grant Requests Recommended For Funding

2015 Lone Pine Film Festival (Lone Pine Film History Museum): The 26rd annual Lone Pine Film Festival remains one of the County's trademark events highlighting the region's extensive and important role in film and television history. The three-day festival (Oct. 10, 11, 12) attracts an estimated 4,000 film and TV fans from around the state and nation, and helps promote Inyo County as a location for film and television and commercial shoots. The CPSP grant will go to produce the overall Festival.

Average Score: 91.67; Funding Request: $6,500; Recommended Award: $6,000.

Alabama Hills Location Map and Brochure (Lone Pine Film History Museum): This new publication will inform visitors about attractions in the Alabama Hills and surrounding area and how to safely get to those attractions. The Alabama Hills is one of the most-visited areas in the Lone Pine area, and a brochure focused on the Alabama Hills area will both guide visitors to areas of interest and also inform and educate them about respecting and using these public lands.

Average Score: 73.83; Funding Request: $1,600; Recommended Award: $1,000.

Interesting Facts About Lone Pine (Lone Pine Chamber of Commerce): This grant will allow the Chamber to reprint a previously published, fold-out brochure that was extremely popular. The brochure contains historical information about Lone Pine (businesses, bars, brothels, etc.) and information about surrounding attractions and towns, from Death Valley to Independence to Kennedy Meadows. Updates and some minor corrections will be included in the reprinted brochure.

Average Score: 84; Funding Request: $2,000; Recommended Award: $1,600.

Inyo County Article Writing Contest (Lone Pine Chamber of Commerce): This new promotional effort is tailored along the same lines as the Lone Pine Chamber's successful photo contests. In this case, the chamber will be soliciting enlightening, informative, funny or personal stories about visitors' experiences in Inyo County. The "winning" submissions will be used on upcoming Inyo County Visitors Guides and other promotional venues, including web pages. Using visitors' articles to promote Inyo County matches the trend to find "authentic," unfiltered experiences described by peers.

Average Score: 75.67; Funding Request: $4,500; Recommended Award: $3,500.

Celebration of the Good Ole Days (Bishop Museum and Historical Society – Laws Museum): This annual, one-day event features historic craft displays, hands-on activities, games, live music, the delightful, homemade pie auction, and other family fun. The event (Sept 12), which typically attracts up to 750 people, is also an excellent opportunity to highlight all of the exhibits at Laws for locals and visitors.

Average Score: 82.67; Funding Request: $2,500; Recommended Award: $2,200.

Bishop Area Chamber of Commerce and Visitors Bureau Website Improvement (Bishop Area Chamber of Commerce and Visitor's Bureau): The Bishop Chamber's website, bishopvisitor.com contains up-to-date information on events and activities throughout Inyo County in addition to information about Bishop. Updating the site, and creating a new domain, easternsierravisitor.com, will enhance the ability of the chamber to provide information and updates to potential visitors to Bishop and the County. By including "high-end features" such as interactive maps, translations into several languages, photo and video galleries, the updated site will be more "dynamic" and appealing to today's

sophisticated travelers. The addition of information from local exerts will also tap into the "authenticity" trend in digital offerings.

Average Score: 83.33; Funding Request: $10,000; Recommended Award: $3,900.

Eastern Sierra Bouldering/Climbing Locations Brochure (Bishop Area Chamber of Commerce and Visitor's Bureau): This new brochure would highlight Inyo County's world-famous climbing and bouldering areas, from Bishop to Lone Pine to the High Sierra. The brochure will provide information about the types of climbing available -- bouldering, peak ascents, technical climbing -- and how to access those sites and other information. The brochure would be distributed throughout the county.

Average Score: 89.00; Funding Request: $4,572; Recommended Award: $4,000.

Travel Show Promotion Partnership (Bishop Area Chamber of Commerce and Visitor's Bureau): The Bishop Chamber has been attending various travel shows for years, and in 2015 will be at five travel shows targeting consumers in Los Angles, Long Beach, San Diego and the San Francisco Bay area. The grant will help the chamber update and diversify its travel show booth/display/presentation to include a wider array of events and activities in Inyo County and Bishop.

Average Score: 79.33; Funding Request: $4,000; Recommended Award: $2,000.

Railroad Express Holiday Event (Bishop Area Chamber of Commerce and Visitor's Bureau): The "Railroad Express" will be a new, Christmas event in Bishop (Dec 12). Partnering with the Laws Railroad Museum, the event theme will be based on the popular children's book, "Polar Express." Participants will have a train ride with Santa at Laws and enjoy other family holiday activities.

Average Score: 73.67; Funding Request: $3,000; Recommended Award: $800.

Grant Requests Not Recommended For Funding

Halloween Hoedown (Eastern Sierra Music Festival): A first-time event staged by a new organization just getting started.

Average Score: 35.33; Funding Request: $10,000.

Expanded FAM Tours for Frontline Hospitality Employees (Bishop Area Chamber of Commerce and Visitor's Bureau): Could be considered a traditional chamber of commerce training session. Similar tour was recently completed.

Average Score: 54.67; Funding Request: $10,000.

Next Steps

Once your Board takes action, all applicants will be notified as to whether or not they have been awarded funding and, if so, how much. Applicants, whose applications are approved, will be mailed a contract to sign. Those whose grant applications were not funded will be provided the opportunity to contact Program staff to discuss some of the reasons provided by the Review Panel.

ALTERNATIVES: This report presents your Board with the Community Project Sponsorship Program Review Panel's funding recommendations for the Fall 2015-16 Grant Cycle. Your Board will make the final decision as to what grants are funded and in what amounts.

OTHER AGENCY INVOLVEMENT: County Administrative Officer, County Counsel, and Auditor/Controller.

FINANCING: The Community Project Sponsorship Program is part of the Advertising County Resources budget and is financed from the General Fund. Funds for these grants have been budgeted in the rollover FY 2015-16, Advertising County Resources Budget (011400), Professional Services (5265).

APPROVALS	
COUNTY COUNSEL: N/A	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: yes Date 8/10/2015
PERSONNEL DIRECTOR: N/A	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)
(The Original plus 20 copies of this document are required)

L. Piper for Jon Kluesner Date: 8/10/15

2015-16 Community Project Sponsorship Program Grant Applications
Summary Scores & Funding Recommendations

Project/Event Name	Requested Funding	Panelist A		Panelist B		Panelist C		Average Score	Average Recommended Funding	Final Recommended Funding
		Total Score	Recommended Funding	Total Score	Recommended Funding	Total Score	Recommended Funding			
2015 Lone Pine Film Festival	$6,500.00	100	6,500	98	6,500	77	5,000	91.67	$6,000.00	$6,000.00
Alabama Hills Map Project	$1,600.00	80	1,000	71	1,000	70.5	1,000	73.83	$1,000.00	$1,000.00
Halloween Hoedown	$10,000.00	34	0	40	0	32	0	35.33	$0.00	$0.00
Interesting Facts about Lone Pine	$2,000.00	89	1,800	87	1,500	76	1,500	84.00	$1,600.00	$1,600.00
Inyo County Article Writing Contest	$4,500.00	75	3,500	72	3,500	80	4,000	75.67	$3,666.67	$3,500.00
Celebration of the Good Ole Days	$2,500.00	78	2,500	89	2,500	81	2,000	82.67	$2,333.33	$2,200.00
BACCVB Website Improvement	$10,000.00	95	5,000	81	3,000	74	4,000	83.33	$4,000.00	$3,900.00
Expanded "Fam" Tours for Frontline Hospitality Employees	$10,000.00	45	0	59	0	60	0	54.67	$0.00	$0.00
Eastern Sierra Bouldering/Climbing Locations Brochure	$4,572.00	100	4,572	81	3,000	86	4,500	89.00	$4,024.00	$4,000.00
Travel Show Promotion Partnership	$4,000.00	90	3,000	78	2,000	70	2,000	79.33	$2,333.33	$2,000.00
Railroad Express Holiday Event	$3,000.00	90	500	77	1,000	54	1,000	73.67	$833.33	$800.00
TOTAL REQUESTED	**$58,672.00**								**$25,790.67**	**$25,000.00**

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
22

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF August 18, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Death Valley Roadeater Emergency, that resulted in flooding in the eastern portion of Inyo County during the month of August 2012, per Resolution #2012-32.

SUMMARY DISCUSSION: - During your August 28, 2012 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Death Valley Roadeater Emergency, which was a result of flooding in the southeastern portion of Inyo County during the month of August. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
23

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING August 18, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Gully Washer Emergency, that resulted in flooding in the central, south and southeastern portion of Inyo County during the month of July, 2013.

SUMMARY DISCUSSION: - During your August 6, 2013 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Gully Washer Emergency, which was a result of flooding in the central, southern and southeastern portion of Inyo County during the month of July. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
24

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF August 18, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Canyon Crusher Emergency, that resulted in flooding in the portions of Inyo County during the month of August, 2013.

SUMMARY DISCUSSION: - During your September 17, 2013 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Canyon Crusher Emergency, which was a result of flooding in the portions of Inyo County during the month of August. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
25

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF August 18, 2015

SUBJECT: Continuation of proclamation of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, known as the "Land of EVEN Less Water Emergency" that was proclaimed as a result of extreme drought conditions that exist in the County.

SUMMARY DISCUSSION: - During your January 28, 2014 Board of Supervisors meeting your Board took action to proclaim a local emergency, which has been named the Land of EVEN Less Water Emergency, that is a result of severe and extreme drought conditions that exist in the County. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the resolution be considered on a by-weekly basis.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
26

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: CLERK OF THE BOARD
By: Patricia Gunsolley, Assistant Clerk of the Board

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Approval of Minutes

DEPARTMENTAL RECOMMENDATION: - Request approval of the minutes of the Board of Supervisors Meeting of July 28, 2015 and August 4, 2015.

SUMMARY DISCUSSION: - The Board is required to keep minutes of its proceedings. Once the Board has approved the minutes as requested, the minutes will be made available to the public via the County's web page at www.inyocounty.us.

ALTERNATIVES: - Staff awaits your Board's changes and/or corrections.

OTHER AGENCY INVOLVEMENT: - n/a

FINANCING: n/a

APPROVALS	
BUDGET OFFICER:	BUDGET AMENDMENTS *(Must be reviewed and approved by Budget Officer prior to being approved by others, as needed, and submission to the Assistant Clerk of the Board.)*
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the Assistant Clerk of the Board.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the Assistant Clerk of the Board.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS *(Must be reviewed and approved by the director of personnel services prior to submission to the Assistant Clerk of the Board.)* Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
27

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Scheduled Time ☐ Closed Session ☐ Informational

FROM: Inyo County Planning Department

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Electric Utilities for New Subdivisions

DEPARTMENTAL RECOMMENDATION: Conduct a workshop regarding electric utilities installations for new subdivisions and provide direction to staff.

SUMMARY DISCUSSION: Inyo County Code (ICC) Section 16.40.010(F) requires that utility lines, including but not limited to electric, communications, street lighting, and cable television shall be placed underground for all final maps, although appurtenances and associated equipment may be placed above ground. The County has required undergrounding of electrical lines for most subdivisions in the more developed portions of the County.[1] For several recent subdivisions within the City of Los Angeles Department of Water and Power (DWP) jurisdiction, the electric lines have been undergrounded, but above-ground transformers housed in relatively large boxes surrounded by brightly painted bollards have been installed in the front of each new parcel, which has caused concern amongst some community members. On January 20, 2015 the Board conducted a workshop regarding these issues and directed staff to undertake additional research and report back.

According to the Los Angeles Municipal Code, utility lines for subdivisions in specific zoning districts shall be installed underground, although incidental, appurtenant equipment such as transformers, terminal boxes, and meter cabinets may be placed above ground. DWP staff reports that transformer undergrounding is specified based on the specific neighborhood conditions within the City.

Undergrounding transformers requires significant additional resources to install and maintain, results in significant safety issues for employees, and substantially increases costs. The expense of constructing and operating subsurface equipment is 3-4 times greater than padmounted equipment, which in turn is more expensive than pole-mounted equipment.[2] Southern California Edison staff reports that it does not permit undergrounding transformers due to safety issues.

DWP staff reports that in the Owens Valley, equipment and trained staff are not available to provide for underground transformers, and requiring so would result in the need to upgrade. Due to the economies of scale of providing these services, the feasibility of requiring undergrounding transformers is questionable. Additional costs for undergrounding transformers would be borne by developers and ratepayers.

ALTERNATIVES: County staff had recommended that the current approach that requires undergrounding of electrical lines but allows for above-ground placement of the transformers is

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1 ICC Section 16.56.010 permits the County to waive these requirements.
2 http://www.sandiego.gov/undergrounding/pdf/factsubvspad.pdf.

appropriate. The Board may consider directing staff to initiate an ordinance to provide a different approach to undergrounding utilities. Some options include requiring that the transformers be undergrounded, requiring placement of the utilities towards the rear of the property where they would be less visible, and allowing for above-ground power lines which could accommodate smaller transformers and potentially eliminate the bollards.

OTHER AGENCY INVOLVEMENT: DWP and Southern California Edison

FINANCING: General fund resources are utilized to monitor community concerns.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)*
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)*
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)

Johnson Hart Date: 8/12/15

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
28

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☒ Scheduled Time for 11:00 ☐ Closed Session ☒ Informational

FROM: County Administrator - Personnel

FOR THE BOARD MEETING OF: **August 18, 2015**

SUBJECT: Assessor's Office Presentation

DEPARTMENTAL RECOMMENDATION:

Request that your Board receive a presentation from Terry "Gooch" Ross concerning her assessment of the Assessor's Office and recommendations for supporting the leadership transition.

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

Recognizing the retirement of former Inyo County Assessor, Tom Lanshaw, would mark the loss of over 38 years of institutional knowledge in the Assessor's Office, Terry "Gooch" Ross was engaged to conduct an indpendent assessment of the Assessor's Office in late 2014, and develop recommendations to support the newly-elected Assessor as he transitions into leading the office. Ms. Ross' work with the Office is continuing. Today's presentation is intended to share some of her findings and recommendations for strengthening the Assessor's Office in advance of your Board considering the Fiscal Year 2015-2016 Department Requested and CAO Recommended budgets.

ALTERNATIVES:

OTHER AGENCY INVOLVEMENT:

FINANCING:

Ms. Ross' work is funded from the Personnel budget.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: √ Date 8/13/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 08-13-2015
(The Original plus 20 copies of this document are required)

A road to riches, side-stepping ruin

INYO COUNTY ASSESSOR'S OFFICE EVALUATION AND RECOMMENDATIONS

BACKGROUND

- Engaged to develop transition plan for Assessor's Office
- Process:
  - Interviewed all current staff (7), including the retiring Assessor, a (1) former staff, and human resources.
  - Did not interview the newly elected Assessor since the intent was to identify the challenges given the recent retirements, regardless of who will follow the retiring assessor.

PREMISES

- Assessor's Office is where much of County's revenue generation begins. Failure to perform would have devastating reverberations throughout the County.
- By the end of 2015, institutional knowledge/experience in the Assessor's Office expected to decline from approximately 112.5 years of staff experience to 60.5 years of experience, and could decline to 31.5 years if other staff decide to retire
  - + Former Assessor worked for County for 38 years

FINDINGS

1. The first priority is "Chief Appraiser" responsibilities. "Rent" one for 12-24 months to perform Chief Appraiser responsibilities AND train new Assessor.
2. Make sure the new Assessor has a solid understanding of how work flows through the Office, and a realistic understanding of every employee's strengths and weaknesses.
3. This Office needs a real LEADER/manager who is committed to building a strong, productive team, and is not afraid to hold staff accountable for their performance/behaviors. And since the staff is so small, this means the Leader will have to be there to model and inspire, as well as direct, appropriate conduct and performance.

- ✓ Must replace (not share), dedicated staff member to replace the vacant Administrative Analyst staff position. If need be you can review the position AFTER the new system is fully implemented to see if the position is still essential to functioning. **(DONE)**

RECOMMENDATIONS

- Assessor must directly supervise his 7 office staff (Findings 2 & 3)
  - Critical for learning subject matter and work flows
  - Learn strengths and weaknesses of staff; manage resources
  - Free-up Assistant Assessor to develop additional expertise
- Need to develop aggressive development plan (Findings 1, 4)
  - Must re-create institutional knowledge
  - "Rent" a chief appraiser to teach vs. Visiting other Assessor offices
  - Create a developmental plan for Assessor and individual staff with consultant including timelines.
- Accountability (Finding 3)
  - Timeliness
  - Accuracy
  - Communication
- Board of Supervisors (Taxpayer) Monitor
  - Present developmental plan to Board of Supervisors
  - Present Assessor expectations and standards, including reports, schedules, roll deadlines, phone & email responses to citizens, etc. to Board in 3rd meeting in January 2016

RECOMMENDATIONS MADE BY STAFF

- Provide day to day supervision with follow up and accountability
- Get an answering machine for office
- Establish electronic interface with public
- Charge a fee/deposit for all business appeals
- Technical/process recommendations
  - Low-value exemption **(DONE)**

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
29

Consent X Departmental ☐Correspondence Action ☐ Public Hearing

☒ Scheduled Time for 1:30 ☐ Closed Session ☐ Informational

FROM: Water Department

FOR THE BOARD MEETING OF August 18, 2015

SUBJECT: Inyo County/Los Angeles Standing Committee Meeting – August 24, 2015

DEPARTMENTAL RECOMMENDATION:

A meeting of the Inyo County/Los Angeles Standing Committee is scheduled for August 24, 2015 in Los Angeles, California. Pursuant to Resolution 99-43 and the Long-Term Water Agreement, your Board sets policy for the County's representatives to the Standing Committee. The Water Department requests your Board consider items on the Standing Committee's agenda and provide direction to the County's Standing Committee representatives.

SUMMARY DISCUSSION:

At the June 4, 2015 Standing Committee meeting, the Committee agreed to meet in July to discuss continuance of irrigation past the end of July. Following a mid-July announcement by LADWP that irrigation would continue through August, the Standing Committee meeting was postponed until August. A draft agenda for the August 24 meeting is attached.

Item #1 – A draft memo is attached documenting actions taken at the June 4 meeting.

Item #2 – Staff will report on Owens Valley runoff and operations.

Item #3a – Staff will report on LADWP's request for a variance allowing the Department to delay flooding of dust control areas on Owens Lake. The variance was granted by the GBUAPCD Hearing Board at their July 22 meeting. By reducing the amount of time that water is diverted to the shallow flooding areas, LADWP estimates that water use on the Lake will be reduced 6,914 – 9,367 acre-feet. Some of that savings will be used for maintaining habitat, but the amount is unknown pending discussions between CDFW and LADWP. The variance moves the compliance date for flooding on certain dust control areas from October 16, 2015 to variously December 1, 2015 (1.12 sq. mi.) or January 16, 2016 (13.67 sq. mi.). It is not expected that this variance will result in violations of air quality standards. In the event that violations occur or are likely to occur, GBUAPCD may order may order shallow flood compliance. Your Board sent a letter to the Hearing Board supporting LADWP's request.

Item #3b – On June 23, LADWP issued a notice of preparation for their Owens Lake Master Project. The object of this project is to reduce water supplied to Owens Lake for dust control, while maintaining habitat that has developed as an ancillary result of water-based dust control measures. Water will be saved by switching from shallow flooding to methods that use less water for dust control. LADWP includes in the project groundwater production from beneath the playa to supply dust control. Your Board sent a letter commenting on the project (attached).

Item #4 – This item has appeared on the prior two meeting agendas so that the Standing Committee can respond to drought and water shortages as conditions evolve. At the June 4 meeting, the Standing Committee took these actions related to this item:

1. The Standing Committee supports reductions to the Lower Owens River base flow, reduced releases to the Lower Owens River Delta, and not supplying water to Warren Lake. Any water saved through such reductions shall be used for irrigation or stock water in Owens Valley. LADWP and Inyo County urge other MOU parties to pursue approval of such measures as soon as possible.

2. The Standing Committee supports LADWP's petition for a variance from the Great Basin Hearing Board in order to achieve water conservation during this 2015 irrigation season. The time period for the variance will cover the time needed to delay water application to the shallow flood ponds in the fall of 2015 only. The Standing Committee understands that LADWP intends to use water conserved at Owens Lake during 2015 for in-valley purposes in 2015.

3. The Standing Committee agrees that, subject to irrigation limitations on Los Angeles-owned properties supplied solely by creek flow, irrigation on LADWP lands will continue through July 2015 and that the Standing Committee will meet on a date set in July to further discuss a program for reasonable irrigation reductions during this runoff year.

Concerning #1 (reductions to the LORP baseflow, LORP delta, and Warren Lake) the MOU parties had multiple lengthy discussion concerning modifying these projects, but were unable to reach an agreement on reductions to the LORP baseflows and delta. An agreement was drafted that would eliminate diversions to Warren Lake this year, and all parties except LADWP agreed to sign it. LADWP stated they would prefer to delay signing the agreement to see if the reductions were necessary.

The Concerning #2 (support for a variance on shallow flooding dust control on Owens Lake), as discussed above, LADWP's request for this variance was granted with the support of the County.

Water Department recommendation: Based on the above-normal precipitation this summer and LADWP's success in obtaining the shallow flooding variance from GBUAPCD, a reasonable reduction to irrigation would be to continue irrigation where possible through the end of irrigation season (September 30), recognizing that low stream flows will likely result in some irrigation being reduced or eliminated prior to the end of irrigation season.

Item #5 – Discussion of retaining water saved on Owens Lake has been a topic repeatedly raised by the County, mainly in the context of the water savings expected from the Master Project. Since LADWP is developing their project description for the Master Project (#3b), the County has supported LADWP's efforts to save water on Owens Lake (#3a), and water use in the Valley has received greater scrutiny than most years (#4) it is timely for the Standing Committee to consider the question of retaining a portion water conserved on Owens Lake for use in the Valley.

Item #6 – In 2014, the Standing Committee directed Inyo and LA staff to jointly engage experts from the Ecological Society of America (ESA) and a professional facilitator to seek recommendations for how the Technical Group's vegetation monitoring methods could be improved. Staff met with ESA and the

facilitator on July 21 – 23 to introduce the ESA experts to the Long-Term Water Agreement and Technical Group monitoring methods. Staff will report on that meeting.

Attachments: Draft agenda.
Draft memo documenting actions from June 4 meeting.
Inyo County comments on Owens Lake Master Project Notice of Preparation.

OTHER AGENCY INVOLVEMENT:

LADWP

FINANCING:

N/A

APPROVALS	
COUNTY COUNSEL: **N/A**	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date: _____
AUDITOR/CONTROLLER: **N/A**	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: _____ Date: _____
PERSONNEL DIRECTOR: **N/A**	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date: _____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 8/11/15

AGENDA

INYO COUNTY/LOS ANGELES STANDING COMMITTEE

11:00 a.m.
August 24, 2015

Board Room 1555-H, John Ferraro Building
111 North Hope Street
Los Angeles, California

The public will be offered the opportunity to comment on each agenda item prior to any action on the item by the Standing Committee or, in the absence of action, prior to the Committee moving to the next item on the agenda. The public will also be offered the opportunity to address the Committee on any matter within the Committee's jurisdiction prior to adjournment of the meeting.

1. **Action Item:** Approval of documentation of actions from the June 4, 2015 meeting.
2. Runoff and Operations update.
3. Owens Lake.
    a. Status of Owens Lake shallow flooding variance.
    b. Status of Owens Lake Master Project.
4. **Action Item:** Program for reasonable reduction in irrigation water supply for Los Angeles-owned lands in Owens Valley, for recreation and wildlife projects, for projects implemented as part of the Inyo/Los Angeles Long Term Water Agreement, and for enhancement/mitigation projects.
5. Discussion of agreement to retain some portion of water saved through water conservation on Owens Lake for use in Owens Valley.
6. Report on evaluation of vegetation monitoring protocols.
7. Public Comment.
8. Confirm schedule for future Standing Committee meetings.
9. Adjourn.

DRAFT

Standing Committee meeting protocols (Adopted May 11, 2011)

The Inyo/Los Angeles Long-Term Water Agreement (LTWA) define the Standing Committee in Section II:

As agreed by the parties, the Department representatives on the Standing Committee shall include at least one (1) member of the Los Angeles City Council, the Administrative Officer of the City of Los Angeles, two (2) members of the Board of Water and Power Commissioners, and three (3) staff members. The County representatives on the Standing Committee shall be at least one (1) member of the Inyo County Board of Supervisors, two (2) Inyo County Water Commissioners, and three (3) staff members.

The LTWA further provides that:

Regardless of the number of representatives from either party in attendance at a Standing Committee or Technical Group meeting, Inyo County shall have only one (1) vote, and Los Angeles shall have only one (1) vote.

The Standing Committee adopts the following protocol for future Standing Committee meetings.

1. In order for the Standing Committee to take action at a meeting, representation at the meeting will consist of at least four representatives of Los Angeles, including one member of the Los Angeles City Council or Water and Power Commission, and four representatives of Inyo County, including one member of the Board of Supervisors.

2. A Chairperson from the hosting entity will be designated for each meeting.

3. In the event that an action item is on the meeting agenda, Los Angeles and Inyo County shall each designate one member to cast the single vote allotted to their entity at the onset of the meeting. The Chairperson may be so designated. Agenda items that the Standing Committee intends to take action on will be so designated on the meeting agenda.

4. If representation at a Standing Committee meeting is not sufficient for the Standing Committee to act, the Standing Committee members present may agree to convene the meeting for the purpose of hearing informational items.

5. Meeting agendas shall include any item within the jurisdiction of the Standing Committee that has been proposed by either party.

6. The public shall be given the opportunity to comment on any agenda item prior to an action being taken. The public will be given the opportunity to comment on any non-agendized issue within the jurisdiction of the Standing Committee prior to the conclusion of each scheduled meeting. At the discretion of the Chairperson, reports from staff or reopening of public comment may be permitted during deliberations.

7. The Chairperson may limit each public comment to a reasonable time period. The hosting entity will be responsible for monitoring time during public comment.

8. Any actions taken by the Standing Committee shall be described in an action item summary memorandum that is then transmitted to the Standing Committee at its next meeting for review and approval. This summary memorandum shall also indicate the Standing Committee members present at the meeting where actions were taken.

9. Standing Committee meetings shall be voice recorded by the host entity and a copy of the recording shall be provided to the guest entity.

10. (Added February 24, 2012) The Standing Committee may also receive comments/questions in written form from members of the public. Either party may choose to respond, however, when responding to a public comment/question, whether verbally or in writing, any statements made by either party may represent the perspective of that party or the individual making the response, but not the Standing Committee as a whole (unless specifically agreed to as such by the Standing Committee). When either party responds in writing to public comment/question, that response will be concurrently provided to the other party.

DRAFT

INYO/LOS ANGELES STANDING COMMITTEE

Dedicated to the advancement of mutual cooperation

MEMORANDUM

Date August 24, 2015

Subject: Documentation of Actions Taken by Standing Committee at the June 4, 2015 Meeting.

The Standing Committee's policy is to document any actions taken by the Committee in a memorandum at the subsequent meeting. Standing Committee members present at the June 4, 2015 meeting in Independence were, for Inyo County: Supervisor Matt Kingsley, Supervisor Rick Pucci, Water Commissioner Mike Prather, Water Commissioner Teri Red Owl, County Administrative Officer Kevin Carunchio, County Counsel Marge Kemp-Williams, and Water Director Bob Harrington; and for Los Angeles: Councilman Felipe Fuentes, Commissioner Christina Noonan, Senior Assistant General Manager Martin Adams, Director Water Operations Richard Harasick, Aqueduct Manager James Yannotta, and Assistant City Attorney Julie Riley.

Actions taken at the June 4, 2015 meeting, in the order considered by the Committee:

Agenda Item #1 - Approval of documentation of actions from the May 7, 2015 meeting

The Standing Committee approved the June 4, 2015 memorandum entitled: *Agenda Item #1: Documentation of Actions Taken by Standing Committee at the May 7, 2015 Meeting.*

Agenda Item #4 – Consideration of Standing Committee approval of reduction in water supplied to the McNally Ponds and Pasture Enhancement/Mitigation Project.

The Standing Committee approved the Technical Group's recommendation that, pursuant to Water Agreement Section IV.A, the Standing Committee agrees to eliminate the water supply to the portion of the McNally Ponds and Pasture Enhancement/Mitigation Project that includes the waterfowl ponds and adjacent 100 acre native pasture during the 2015-2016 runoff year. The remainder of the McNally Ponds and Pasture Enhancement/Mitigation Project shall remain in effect and receive water.

Agenda Item #3 – Program for reasonable reduction in irrigation water supply for Los Angeles-owned lands in Owens Valley, for recreation and wildlife projects, for projects implemented as part of the Inyo/Los Angeles Long Term Water Agreement, and for enhancement/mitigation projects.

The Standing Committee agreed to the following actions:

1. The Standing Committee supports reductions to the Lower Owens River base flow, reduced release to the Lower Owens River Delta, and not supplying water to Warren

Lake. Any water saved through such reductions shall be used for irrigation or stock water in Owens Valley. LADWP and Inyo County urge other MOU parties to pursue approval of such measures as soon as possible.

2. The Standing Committee supports LADWP's petition for a variance from the Great Basin Hearing Board in order to achieve water conservation during this 2015 irrigation season. The time period for the variance will cover the time needed to delay water application to the shallow flood ponds in the fall of 2015 only. The Standing Committee understands that LADWP intends to use water conserved at Owens Lake during 2015 for in-valley purposes in 2015.

3. The Standing Committee agrees that, subject to irrigation limitations on Los Angeles-owned properties supplied solely by creek flow, irrigation on LADWP lands will continue through July 2015 and that the Standing Committee will meet on a date set in July to further discuss a program for reasonable irrigation reductions during this runoff year.

DRAFT

BOARD OF SUPERVISORS
COUNTY OF INYO

P. O. BOX N • INDEPENDENCE, CALIFORNIA 93526
TELEPHONE (760) 878-0373 • FAX (760) 878-2241
e-mail: pgunsolley@inyocounty.us

MEMBERS OF THE BOARD
DAN TOTHEROH
JEFF GRIFFITHS
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MATT KINGSLEY

KEVIN D. CARUNCHIO
Clerk of the Board

PATRICIA GUNSOLLEY
Assistant Clerk of the Board

July 28, 2015

Ms. Julie Van Wagner
City of Los Angeles Department of Water and Power
111 North Hope Street, Room 1044
Los Angeles, CA 90012

RE: Notice of Preparation of Environmental Impact Report for Owens Lake Master Project

To Whom it May Concern:

On behalf of the Inyo County Board of Supervisors, I wish to relay the Department of Water and Power (DWP) and the City of Los Angeles our continued support for dust mitigation efforts on Owens Lake. Based upon our review of the draft Master Project and the Notice of Preparation (NOP) of Environmental Impact Report (EIR), we offer the following:

1. As we have discussed over the past five years, the Master Project should include a goal to work to provide water for areas of the Owens Valley that historically received water that has been diverted to the Lake. The EIR should evaluate the potential hydrological, biological, and agricultural effects of water being diverted to the Lake from the Owens Valley, particularly in light of the present drought and continuing efforts to diminish water supplies to in-Valley uses in favor of the Lake.

2. The EIR should address the County's planning and land use regulations applicable to the Lake and the Master Project, specifically the General Plan, Zoning Ordinance, Inyo/Los Angeles Long-Term Water Agreement (LTWA), Renewable Energy Ordinance, the County's recent Renewable Energy General Plan Amendment (REGPA), the County's ongoing efforts for the Owens Valley Solar Energy Study (OVSES), and other relevant planning policies and regulations within and adjacent to the Project boundary. We suggest that planning and land use be a separate chapter of the EIR and offer County staff resources to assist in developing the impact analysis. The EIR should also address how the groundwater development portion of the Project is affected by any Groundwater Sustainability Plan that may be developed pursuant to the Sustainable Groundwater Management Act of 2014.

3. The EIR should clarify and quantify the project objectives. A project objective is to reduce water use from the Los Angeles Aqueduct by at least 50 percent, but it is not clear what amount of water is to be reduced by 50 percent. It is also not clear whether the use of groundwater to "offset water from the Los Angeles Aqueduct" is considered to be a reduction in water use that would be accounted toward meeting the goal of a 50 percent or greater reduction in water from the Aqueduct.

4. The Master Project should include a groundwater monitoring, management, and mitigation plan that has been agreed upon by the County and DWP. Components of this plan should be protection for non-DWP groundwater users, protection of groundwater dependent resources, specification of each condition that would be considered a significant impact, management of groundwater pumping to avoid significant impacts, on-site mitigation for property owners should unforeseen impacts occur, open and timely sharing of relevant data, regular reporting, and ongoing adaptive management of pumping based upon analysis of accumulated monitoring data. The agreed upon plan should be analyzed and implementing through the EIR.

5. DWP and the County must reach a mutually acceptable resolution of the dispute resolution proceeding filed on December 21, 2011 by DWP. In that dispute, DWP contends that groundwater pumping to supply water for dust control on Owens Lake is exempt from the provisions of the LTWA. The County's position is that such pumping is subject to the Water Agreement. In a letter of January 21, 2014, the County has proposed that this dispute be

resolved by recognizing the positions of both parties, and acknowledge that groundwater pumping pursuant to the plan outlined in the previous comment and implemented through the Master Project EIR would not be subject to the Water Agreement, provided that DWP and the County agree that any other groundwater pumping by DWP in Inyo County, whether for the purpose of supplying water for dust control on Owens Lake or for other purposes, would be subject to the Water Agreement.

6. The Master Project should address public services, utilities, and infrastructure to provide for development of Master Project components. As we have indicated throughout the Master Project planning process, we are concerned that the Project will result in significant burdens to County services and infrastructure – and related potentially significant effects on the environment – and that appropriate funding mechanisms should be provided to offset these impacts. The EIR should address the Project's effects on public services, utilities, and infrastructure, and in particular County roads, Owens Valley Mosquito Abatement Program, emergency evacuation/response (including search and rescue and police and fire services), and other impacts that may be induced by the Project.

7. The EIR should evaluate the Project's potential effects in regards to population and housing, and any related service/infrastructure impacts.

8. The EIR should evaluate the Project's potential effects on mineral resources, including the need for mineral resources to implement dust control measures, as well as effects on mineral resource extraction operations on the Lakebed and in the vicinity.

9. The EIR should evaluate the Project's effects in regards to invasive species.

10. The EIR should evaluate the projects potential effects to the public with regard to vectors (such as mosquitos), as well as nuisance biting insects.

11. Given the long-term nature of the Project, the EIR should take care in evaluating potential cumulative, induced, and indirect effects. Of note, the analysis should include potential renewable energy development (particularly with respect to the Desert Renewable Energy Conservation Plan, DWP's Solar Ranch, the REGPA, and OVSES), other water extraction activities in the vicinity, and the Olancha-Cartago Four-Lane project.

Please also clarify how stakeholder and public input will continue to be afforded – and how information will continue to be disseminated – as the Master Project is implemented.

Thank you for the opportunity to provide input into the scope of the EIR. We look forward to continue working with you as we move forward with this important planning effort for Owens Lake, and commend the City's diligence and hard work. Please contact the County Administrative Officer, Kevin Carunchio, at (760) 878-0292 if you have any questions.

Sincerely,

Supervisor Matt Kingsley, Chairperson
Inyo County Board of Supervisors

cc: Board of Supervisors
County Administrative Officer
County Counsel
Planning Department
Water Department
Agricultural Commissioner
Public Works Department
Honorable Mayor of the City of Los Angeles, Eric Garcetti
Marcie Edwards, DWP General Manager
Great Basin Unified Air Pollution Control District
State Lands Commission

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
30

Consent X Departmental ☐Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Water Department

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Briefing on Department of Water Resources Draft Groundwater Basin Boundary Regulations

DEPARTMENTAL RECOMMENDATION:

The Water Department requests your Board receive a briefing on the State's recently issued Draft Groundwater Basin Boundary Regulations, and provide direction to staff concerning potential boundary adjustments to the Owens Valley Groundwater Basin.

SUMMARY DISCUSSION:

The Sustainable Groundwater Management Act (SGMA) mandates that medium and high priority groundwater basins throughout the State be managed by Groundwater Sustainability Agencies (GSAs) in a basin-wide fashion. Entities eligible to act as a GSA are local public agencies with water supply, water management, or land use responsibilities with a groundwater basin. GSAs for each medium and high priority basin must be established before June 30, 2017. GSAs are responsible for developing and implementing Groundwater Sustainability Plans (GSPs) by June 31, 2020 in basins identified as subject to critical conditions of overdraft, and by January 31, 2022 in all other medium and high priority basins. Owens Valley is a medium priority basin that is not subject to conditions of critical overdraft. The SGMA provides a number of institutional arrangements by which local agencies can form GSAs, with the goal that each medium and high priority basin will be entirely covered by a GSP or multiple GSPs implemented by a GSA or multiple GSAs. Where no other eligible local entity exists, SGMA places responsibility for establishing GSAs and GSPs on counties. If local entities do not form and implement GSAs and/or GSPs, SGMA requires that the State Water Resources Control Board step in and impose a GSP at the expense of eligible local entities. Since groundwater basins are the targeted management unit, the definition of groundwater basin boundaries affects how GSAs and GSPs will be formed and how basins are prioritized. Of particular importance to counties is the correspondence between groundwater basin boundaries and county boundaries.

Groundwater basin boundaries are established based on the extent of alluvial aquifers, and are published in the Department of Water Resources (DWR) Bulletin 118. The SGMA provides that local entities may seek modifications to groundwater basin boundaries. By January 1, 2016, SGMA requires that DWR adopt regulations for how local agencies may submit requests to DWR to revise basin boundaries. To work toward meeting this requirement, DWR released draft regulations on July 17 and are accepting comments on them through September 4. Later in the fall, the regulations will be presented to the California Water Commission and the Office of Administrative Law for adoption. DWR plans to accept proposals for boundary revisions

for ninety days following January 1, 2016. In 2017, DWR will publish an interim update to Bulletin 118 with any boundary revisions approved by DWR and updated basin priorities based on the revised boundaries.

Inyo County contains two medium priority groundwater basins, Owens Valley and Indian Wells Valley. Owens Valley Groundwater Basin is shared by Inyo and Mono Counties. Water Department staff and Mono County staff have discussed the desirability of subdividing the Owens Valley basin into two parts at or near the county line. This would make GSA formation and GSP preparation and implementation separate processes within the two newly-revised basins, where a single local agency could act as GSA and develop a single GSP within each new basin. If Owens Valley remains as a single basin, then several options are present. The basin could still be managed under a single GSA and GSP, where Inyo and Mono counties enter into a joint powers authority or memorandum of understanding to form a GSA and develop a GSP, or there could be multiple GSAs (e.g., Inyo County and Tri Valley Groundwater Management District) coordinating to produce and implement a single GSP, or there could be multiple GSAs and GSPs acting through a coordination agreement.

SGMA has certain jurisdictional provisions specific to Owens Valley. In the Mono County portion of the basin, the Mono County Tri Valley Groundwater Management District is deemed the exclusive local agency within its boundaries. Staff's present understanding of those boundaries is that they are the portion of the Owens Valley Groundwater Basin within Mono County (CWC 10723. (c)(1)(H)). In the Inyo County portion of the basin, SGMA provides that adjudicated areas are not subject to SGMA, and that "*Any groundwater basin or portion of a groundwater basin in Inyo County managed pursuant to the terms of the stipulated judgement in City of Los Angeles v. Board of Supervisors of the County of Inyo, et al. (Inyo County Case No. 12908) shall be treated as an adjudicated area pursuant to* [SGMA]" (CWC 10720.8 (c)). Although SGMA does not require adjudicated areas to form GSAs and develop and implement GSPs, they are subject to annual reporting of groundwater elevation, groundwater extraction, surface water used for recharge, total water use, change in groundwater storage, and annual report(s) to the court.

The Draft Basin Boundary Regulations (Draft Regulations) allow for two categories of boundary modifications: scientific modifications based on geologic or hydrologic conditions, or jurisdictional modifications to promote effective groundwater management by local agencies. Requests for boundary modifications must be submitted by local agencies whose jurisdictions lie within the boundaries of the basin for which a boundary modification is being requested. The Draft Regulations lay out the requirements for each type of request, including a description of the requested modification, evidence of local support, a hydrogeologic conceptual model, technical studies, criteria for evaluation of boundary modifications, and a process for approval or denial of requests. Requirements vary for the different types of revision requests. Draft Regulations also allow for a third category of "Other Boundary Modifications," but little information guidance is provided other than such requests would be evaluated based on information that DWR deems adequate to evaluate the request. The Water Department has submitted comments on the Draft Regulations (attached).

After basin boundary revisions are approved, DWR will reprioritize basins using the new boundaries. Basin priorities were initially set using a weighted combination of population (per mile^2), projected population growth (% change expected for 2010 to 2030), public supply wells (per mile^2), number of wells total (per mile^2), irrigated acreage (per mile^2), groundwater use (acre-feet per acre), reliance on groundwater (% of total supply), impacts, and other information. Each of these data components was scored 1 through 5 and combined into an overall score. We do not know if DWR will use these same criteria in future prioritizations. Owens Valley ranked low on most data components, but scored 4 for reliance on groundwater and a 5 for other information. The other information cited by DWR was "*Actual GW volume*

not fully captured due to gw exports out of the basin resulting in limited irrigated acreage and domestic development. GW volume reflects the additional pumping that is exported." The Tri Valley Groundwater Management District has expressed an expectation that the Tri Valley area would become low priority if it becomes separate from Owens Valley, but it is not clear that this is a viable expectation. Tri Valley's reliance on groundwater would remain high, and its irrigated acreage per mile^2 might increase. Additionally, the Tri Valley area may be in overdraft and negatively affecting spring discharge at Fish Slough. The majority of groundwater pumping in Owens Valley proper is done by LADWP under the Water Agreement, which for the purposes of SGMA is considered adjudicated and is not subject to requirements for GSAs and GSPs. We do not know how the mostly-adjudicated status of Owens Valley proper was fully considered in the initial prioritization or whether it would be reflected in a future reprioritization.

Issues/questions:

#1 Should Inyo County seek a boundary adjustment to the Owens Valley Basin, or implement SGMA through a jointly developed GSA and/or GSP? One challenge is that local agencies must move forward with such decisions before state regulations for evaluating and implementing GSPs and inter-agency coordination agreements are finalized. The Draft Regulations have rigorous requirements for showing consultation and local support, a history of sustainable groundwater management, sustainable management in the future, a hydrogeologic conceptual model, and a number of technical studies (varying by type of request – scientific or jurisdictional). At this point, it is hard to determine whether the most favorable path is to seek a boundary revision, or to plan on two separate GSPs, one for the Mono County portion of the basin and one for the Inyo portion, implemented through a coordination agreement.

Recommendation: A boundary revision separating the Owens Valley from the Tri Valley region has both jurisdictional and scientific merits. The 90-day period beginning January 1, 2016 will be the only opportunity to seek a boundary revision before the deadline for GSA formation. Obtaining a boundary revision preserves the opportunity to seek a reprioritization of the basin. It is recommended that the County, in cooperation with Mono County and Tri Valley Groundwater Management District, seek a boundary revision separating the Tri Valley region from the Owens Valley. If DWR did not approve such a boundary revision, developing two GSPs and a coordination agreement would remain a feasible alternative.

#2 If seeking a boundary revision, what type should it be – jurisdictional, scientific, or other? There are both scientific and jurisdictional justifications for separating the Tri Valley region from Owens Valley. The basis for a scientific modification would be the presence of a hydrogeologic barrier between Chalfant Valley and Laws which results in groundwater flow from the Tri Valley region discharging at Fish Slough, with relatively little groundwater flow to Laws. The basis of a jurisdictional modification would be that in Mono County, the Tri Valley Groundwater Management District has exclusive authority to comply with SGMA unless the District opts out, in which case SGMA responsibilities would fall to Mono County. In Inyo County, SGMA treats areas managed under the Inyo/Los Angeles Water Agreement as adjudicated (i.e., largely exempt from SGMA) and Inyo County would need to address areas not subject to the Inyo/Los Angeles Water Agreement.

Recommendation: The Tri Valley Groundwater Management District may have difficulty meeting the requirements for a jurisdictional boundary revision (lack of planning documents and data), so it is recommended that the County seek a boundary revision on the scientific basis that groundwater connectivity is weak between the Tri Valley area and Owens Valley. This contention is supported by a number of studies conducted by the US Geological Survey and others. The proposal should also note that there is also considerable jurisdictional merit to the proposed revision.

#3 SGMA requires notification of affected agencies and stakeholder outreach. How should this outreach be conducted? A request for a boundary modification must include information showing that the requesting agency consulted with interested local agencies and public water systems in the affected basins. Jurisdictional requests must also show local support.

Recommendation: If your Board decides to seek a boundary modification, direct staff to conduct the required notifications and public outreach. Use the Inyo County Water Commission as a forum for informing the public and gathering public opinion on any proposed boundary modification.

Attachments

- Workshop presentation.
- DWR brochure on basin boundary regulations.
- Draft Groundwater Basin Boundary Regulations.
- Water Department comments to DWR on the Draft Regulations.

ALTERNATIVES:

Rather than seeking a boundary revision based on scientific criteria, a change could be requested based on jurisdictional criteria. This would require that the resulting basins show that sustainable planning and management exists already with the basins. This may not be possible in the Tri Valley region.

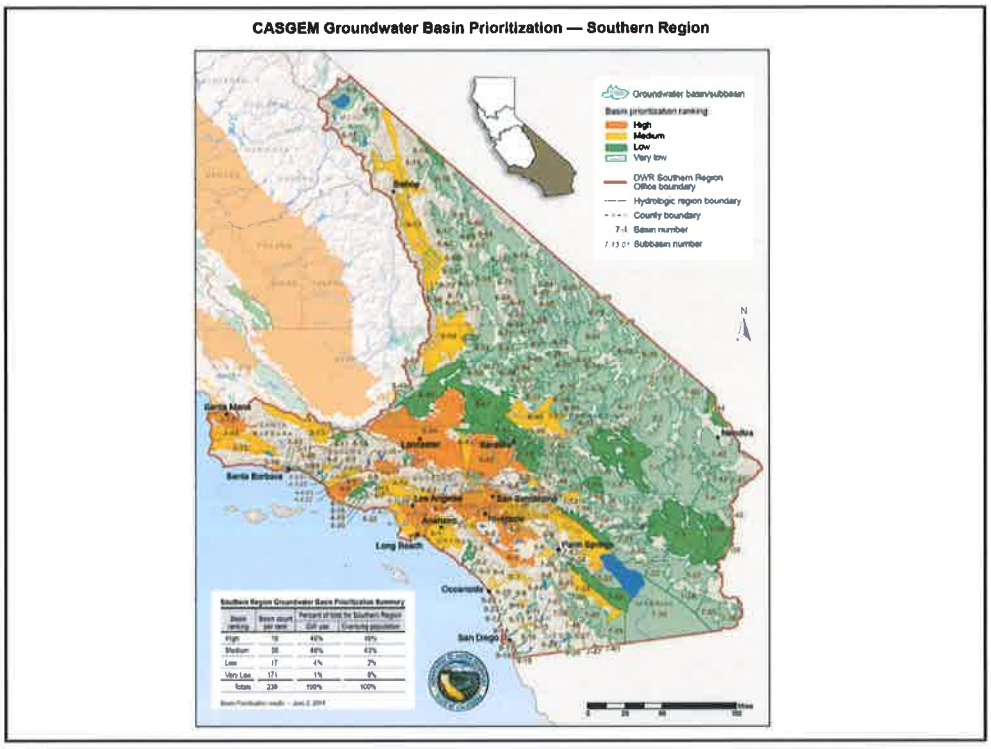
As discussed above, rather than seeking a boundary revision, two GSAs could implement two GSPs implemented through a coordination agreement. This is a feasible alternative. Another alternative would be to form a basin-wide GSA jointly with Mono County or Tri Valley Groundwater Management District through an MOU or joint powers authority, and develop a basin-wide GSP. This seems like the most complicated solution.

FINANCING:

N/A

APPROVALS	
COUNTY COUNSEL: **N/A**	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date: _____
AUDITOR/CONTROLLER: **N/A**	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: _____ Date: _____
PERSONNEL DIRECTOR: **N/A**	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date: _____

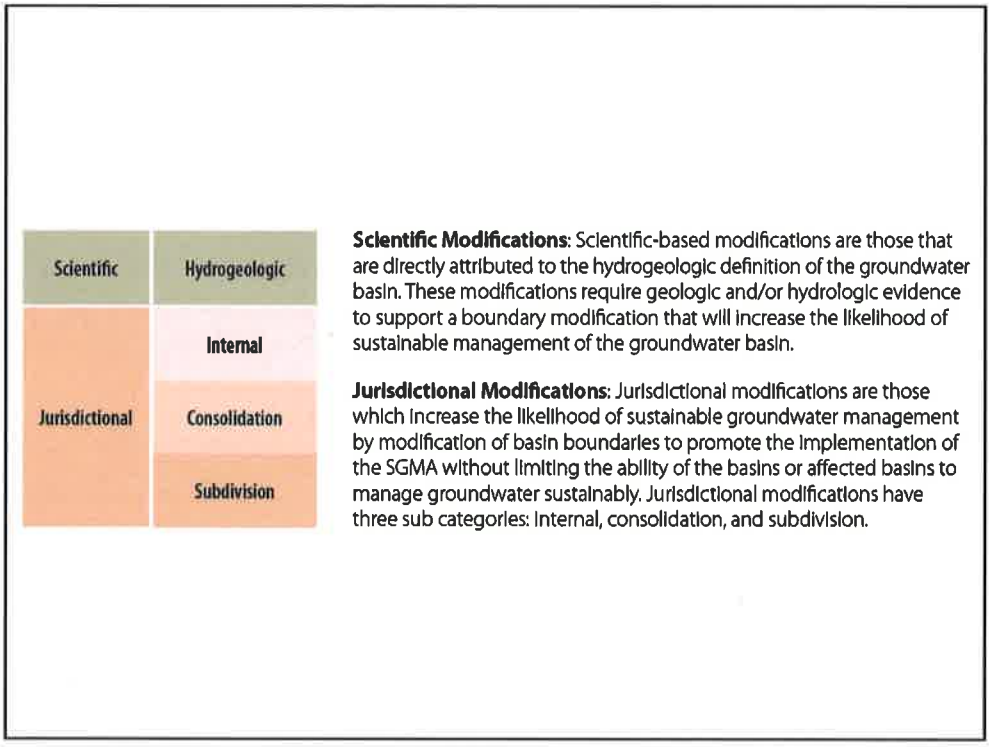
DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date: 8/11/15



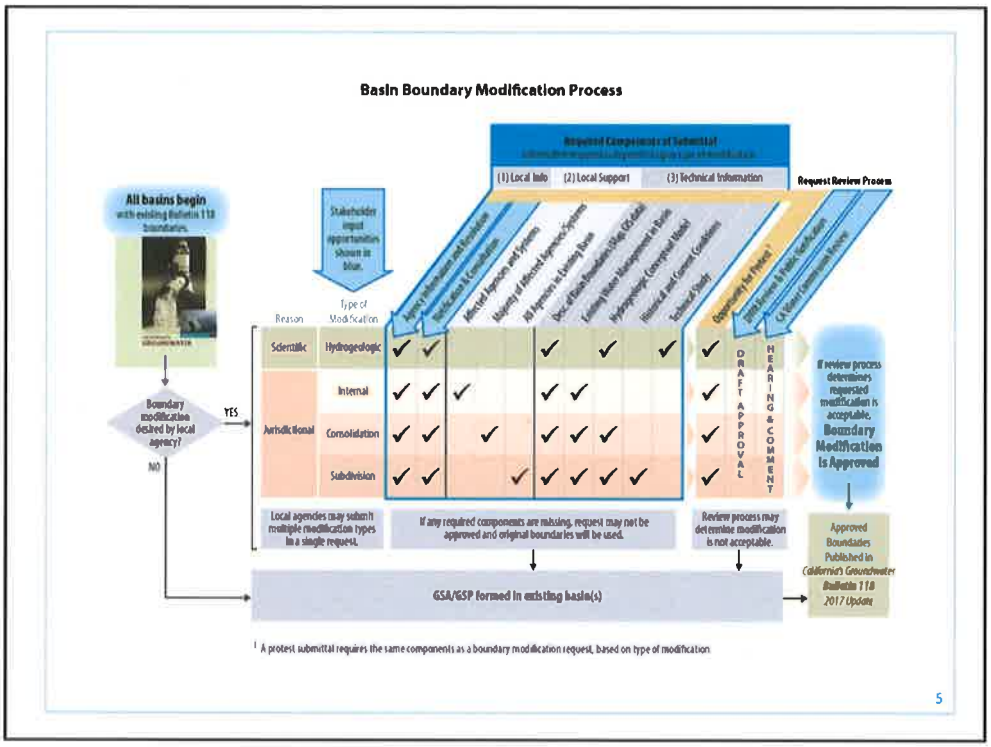
The Sustainable Groundwater Management Act, or SGMA, requires that each medium and high priority groundwater basin in California be managed for groundwater sustainability by a self-designated groundwater sustainability agency. This is a map of groundwater basins in DWR's southern region, with high priority basins are shown in orange and medium priority basins are shown here in yellow. There are two medium priority basins within Inyo County's borders, Owens Valley and Indian Wells Valley, both shared with other County's, Owens with Mono County and Indian Wells with Kern and San Bernardino. SGMA allows that local agencies can request revisions to groundwater basin boundaries during the 90 day period following January 1, 2016. DWR recently released draft regulations for such requests, so we now have a pretty good idea what the requirements will be to get basin boundaries changed.

Events	Schedule
Informational update on basin boundary emergency regulations presented to the California Water Commission (CWC)	July 16, 2015
Draft basin boundary emergency regulations released on DWR website	July 17, 2015
Informational update on basin boundary emergency regulations presented to the CWC	August 19, 2015
Public meeting and webinar presenting the draft basin boundary emergency regulations. Location: Byron Room, California EPA Building, Sacramento	August 31, 2015
Public meeting presenting the draft basin boundary emergency regulations. Location: Bakersfield Community College, Bakersfield	September 2, 2015
Public meeting presenting the draft basin boundary emergency regulations. Location: The Delhi Center, Santa Ana	September 3, 2015
Deadline for comment on draft emergency regulations	September 4, 2015
Informational update on basin boundary emergency regulations presented to the CWC	September 16, 2015
Formal Notice of Proposed Rulemaking and supporting information	October – November, 2015
Presentation of proposed emergency regulations to CWC for adoption	October – November, 2015
Submission of adopted emergency regulations to Office of Administrative Law	October – November, 2015
Basin boundary modification requests accepted by DWR within 90 day period	January 1, 2016

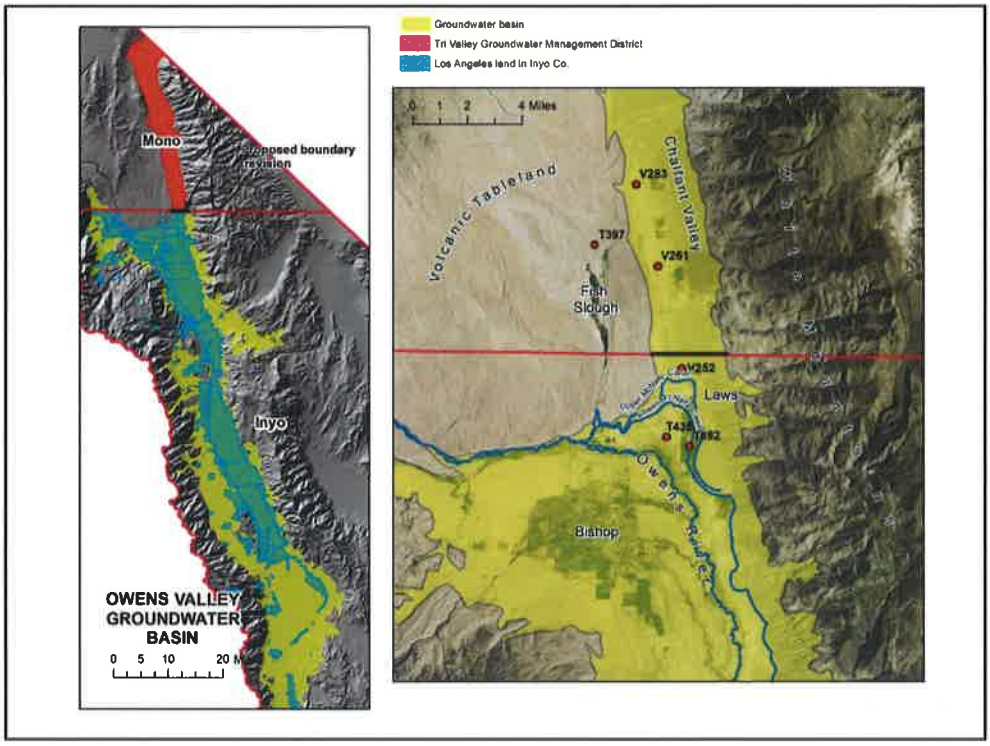
This is DWR's timeline for developing the boundary change regulations. Draft regs released last month; some public meetings and presentations in August; comments due September 4; and final regs approved by the CWC and OAL in the fall. Next January 1, the window opens for local agencies to request boundary changes.



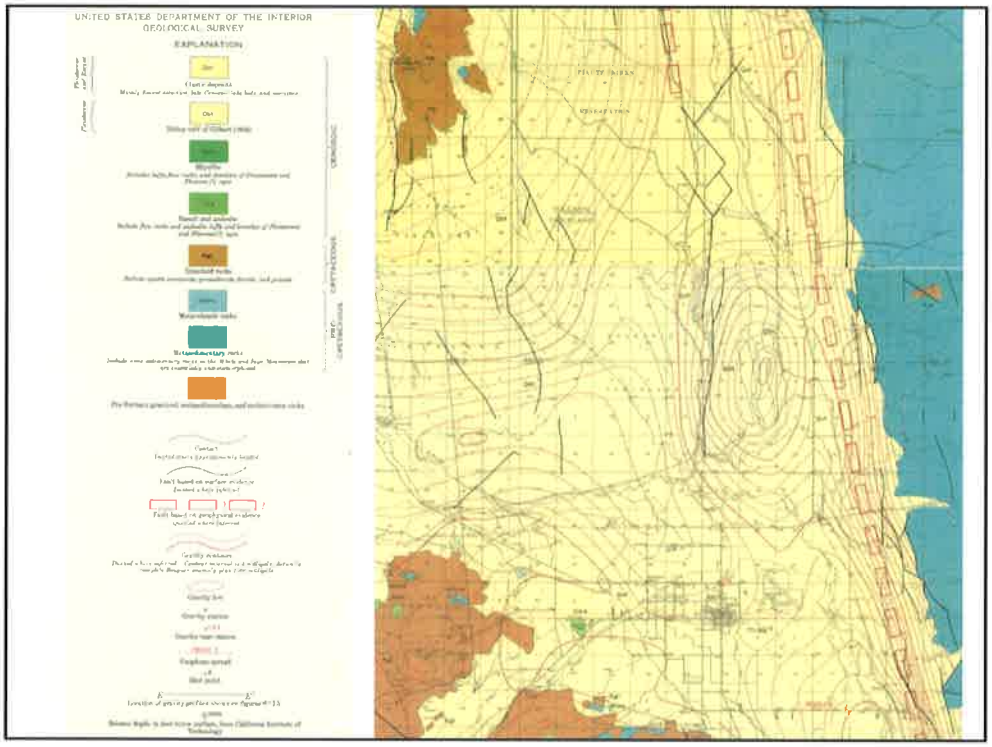
The draft regulations allow for two types of requests: scientific requests based on hydrogeologic evidence, and jurisdictional requests based on local agencies' jurisdictional boundaries. In general, scientific requests would need to show hydrogeologic separation between regions to justify drawing a boundary between them. Jurisdictional changes can be aimed at moving boundaries to align with local agency boundaries, consolidating multiple basins within a single county, or subdividing a basin to make basins align with local agency boundaries.



This figure lays out the requirements for scientific and jurisdictional requests for boundary changes. This is from a brochure from DWR's SGMA web page. Across the top are various materials that need to be submitted for each type of boundary change request. There's a lot of merit to either a scientific request to separate Owens and Tri Valley based on their being a groundwater barrier between Chalfant and Owens Valleys. There is also a lot of merit to a jurisdictional request, based on Tri Valley's status as a special act district and Owens Valley's status as quasi-adjudicated by the Water Agreement. The difficulty a with jurisdictional request is that we would have to provide existing water management plans and data on historic and current conditions, and its not clear that this can be done on the Tri Valley side. Based on the draft regulations, a request based on scientific evidence for a groundwater barrier seems likeliest to be successful.



Here's Owens Valley Groundwater Basin. In Mono County, Tri Valley Groundwater Management District has exclusive authority to be the GSA; in Inyo County, lands subject to the Water Agreement are exempt from the requirement to have a GSA and develop a GSP. What I'm recommending is that we request a basin boundary revision at the county line, separating the basin into an Owens Valley basin in Inyo and a Tri Valley basin in Mono. The map on the right shows the area of the proposed basin division. The hydrogeologic reasoning behind the proposal is that there is evidence that there is a groundwater barrier between Chalfant and Laws that shunts groundwater flow to the west where is discharges at Fish Slough, and relatively little groundwater – about 1,700 afy – moves from Chalfant to Laws.



This is a map from a 1964 USGS report. It's pretty hard to read, but the area covered is about the same as the large-scale map in the previous slide, with Bishop in south center, the Whites on the right, and Tungsten Hills and Casa Diablo on the left. The map is showing the bedrock types in the mountains and yellow valley fill. The red contours are gravity contours showing subtle changes in the gravitational pull due to changes in the density of the underlying rocks. So, generally, the gravity is a little stronger where the rocks are denser – under the mountain blocks – and less strong in the areas of low density valley fill sediments. The contours show a gravity high between Laws and Chalfant, indicating denser rock at a shallow depth beneath the alluvial fan separating Chalfant and Laws – probably a block of bedrock similar the metamorphic rocks in the Whites. Bedrock is much less permeable than valley fill sediments, so this block acts as a barrier to groundwater flow. Note that Fish Slough is right at the northwest flank of the gravity high, suggesting that the buried bedrock block is acting as a dam causing groundwater to emerge at Fish Slough. Also, note that the gravity high corresponds with the county line. This geophysical evidence has been cited in subsequent USGS reports as evidence for a groundwater barrier between Chalfant and Laws.

Issues/questions:

#1 Should the County seek a boundary adjustment to the Owens Valley Basin?
Recommendation: Yes. Implementing SGMA would be most straightforward if Inyo and Mono portions of Owen Valley were separated.

#2 If seeking a boundary revision, should it be scientific, jurisdictional, or "other"?
Recommendation: Scientific, noting jurisdictional merits.

#3 How should stakeholder outreach be conducted?
Recommendation: Notify potentially interested parties and agencies. Outreach through the Water Commission.

So, I recommend moving ahead with a request to DWR that the Tri Valley and Owens Valley basins be separated on the grounds that there is relatively little groundwater connections between the two., and that we contact potential stakeholders, agencies, and interested parties, and use the Water Commission as a forum for public input and outreach.

The most feasible alternative would be for Inyo to become GSA for the Inyo portion of the basin, and Tri Valley or Mono to take on the Mono portion of the basin, and develop separate GSPs and a coordination agreement to align the two plans. Since we do not have regulations or guidelines for how to develop a coordination agreement, and our only chance prior to the June 30, 2017 deadline for GSA formation will be in early-2016, my recommendation is to pursue the boundary revision as described.

Sustainable Groundwater Management Act (SGMA)

DRAFT BASIN BOUNDARY EMERGENCY REGULATIONS - *Factsheet*

California Department of Water Resources (DWR)

http://water.ca.gov/groundwater/sgm/basin_boundaries.cfm

DRAFT BASIN BOUNDARY EMERGENCY REGULATIONS

It is the policy of the State that groundwater resources be managed sustainably for long-term reliability and multiple economic, social, and environmental benefits for current and future beneficial uses. The Department of Water Resources' (DWR) Sustainable Groundwater Management Program will implement the new and expanded responsibilities identified in the 2014 Sustainable Groundwater Management Act (SGMA). Sustainable groundwater management is best achieved locally through the development, implementation, and updating of plans and programs based on the best available science (Water Code § 113). The SGMA established a process for local agencies to request that DWR revise the boundaries of a groundwater basin or subbasin, including the establishment of new subbasins. California's groundwater basins and subbasins are defined in the DWR's **Bulletin 118-Update 2003** – and described below:

- A **groundwater basin** is defined as a three-dimensional alluvial aquifer, or a stacked series of alluvial aquifers, with reasonably well-defined boundaries in a lateral direction and a definable bottom.
- A **groundwater subbasin** is created by dividing a groundwater basin into smaller units using geologic and hydrologic barriers, or institutional boundaries.

By January 1, 2016, DWR is required to adopt emergency regulations that specify the information required to comply with Water Code §10722.2, which outlines the process that local agencies shall follow when requesting modifications to existing boundaries of groundwater basins and subbasins. The basin boundary regulations will also identify the methodology and criteria that will be applied by DWR when evaluating modification requests. In general, local agencies will be required to address all of the following:

- How to assess the likelihood that the proposed basin can be sustainably managed.
- How to assess whether the proposed basin would limit the sustainable management of adjacent basins.
- How to assess whether there is a history of sustainable management of groundwater levels in the proposed basin.

Existing groundwater basin and subbasin boundaries have been defined and revised based the best available information during each past update of Bulletin 118. The proposed draft emergency regulations create a process that builds off this historical knowledge and provides a mechanism to modify basin and subbasin boundaries or create new subbasins based on new scientific information and local groundwater management knowledge to improve coordination and promote sustainable groundwater management statewide.

The draft emergency regulations have been organized in a manner to encompass the variety of modifications that may be requested by local agencies. Each basin boundary modification includes requirements that vary according to the type of modification requested. It is required that basin boundary modifications be coordinated and consolidated and proposed by a single local agency, identified as the Requesting Agency. The Requesting Agency will prepare the basin boundary modification request information in accordance with the requirements for the type of modification requested.

SUMMARY OF REGULATION ARTICLES

The basin boundary modification regulations will be part of the California Code of Regulations Title 23 - Waters, Division 2 - Department of Water Resources, Chapter 1.5 – Groundwater Management, Subchapter 1 – Groundwater Basin Boundaries, and are arranged into seven articles. The following is a brief summary of each article:

1. **Introductory Provisions**: Provides the authority and intent of the subchapter.
2. **Definitions**: Provides definitions to key terms used in the regulations.
3. **Boundary Modification Categories**: Provides a description for characterizing the type of modification being requested.
4. **Procedures for Modification Request or Protest**: Procedures for requesting basin boundary modifications and protesting a modification request.
5. **Supporting Information**: Description of the required information to support the proposed basin modification.
6. **Methodology and Criteria**: Description of the criteria by which information provided in article 5 will be evaluated.
7. **Adoption of Boundary Modification**: Procedure for the adoption of boundary modifications by DWR.

MODIFICATION TYPES

There are two primary types of basin modifications, scientific and jurisdictional, each with specific requirements to justify the modification request. The following is a description and graphical representation of the types of basin or subbasin modifications:

Scientific	Hydrogeologic
Jurisdictional	Internal
	Consolidation
	Subdivision

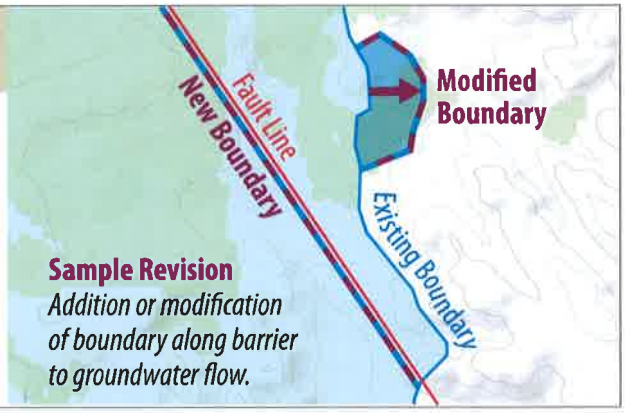
Scientific Modifications: Scientific-based modifications are those that are directly attributed to the hydrogeologic definition of the groundwater basin. These modifications require geologic and/or hydrologic evidence to support a boundary modification that will increase the likelihood of sustainable management of the groundwater basin.

Jurisdictional Modifications: Jurisdictional modifications are those which increase the likelihood of sustainable groundwater management by modification of basin boundaries to promote the implementation of the SGMA without limiting the ability of the basins or affected basins to manage groundwater sustainably. Jurisdictional modifications have three sub categories: internal, consolidation, and subdivision.

Examples of Modification Types

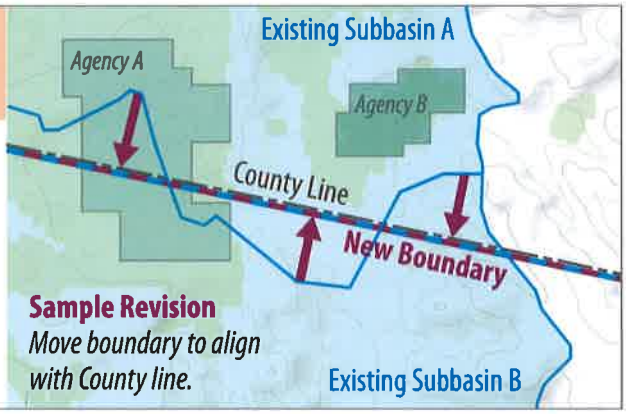
SCIENTIFIC

A **scientific** revision to a basin boundary consists of the addition, deletion, or relocation of a boundary based on the geologic or hydrologic conditions that define that basin.



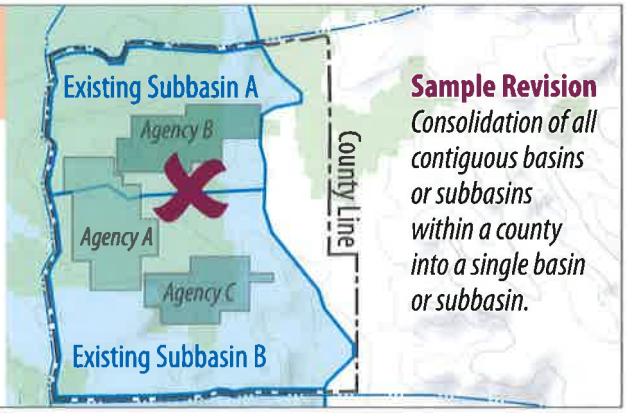
INTERNAL
(Jurisdictional)

Internal Boundary Revision refers to any boundary modification that would adjust the location of a boundary between subbasins, within a basin, or the shared boundary between adjacent basins.



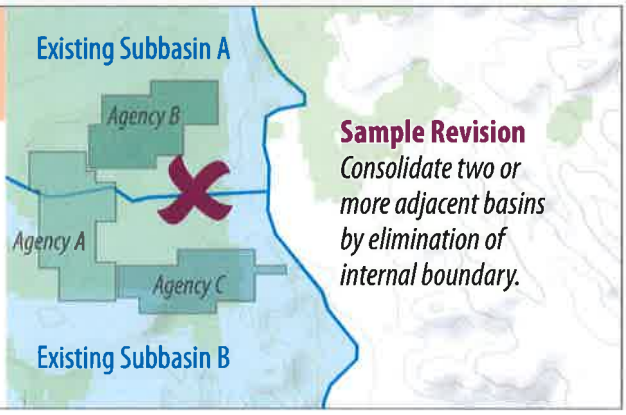
COUNTY BASIN CONSOLIDATION
(Jurisdictional)

County Basin Consolidation means the consolidation of all contiguous basins or subbasins within a county into a single basin or subbasin whose boundaries do not extend beyond those of the county.



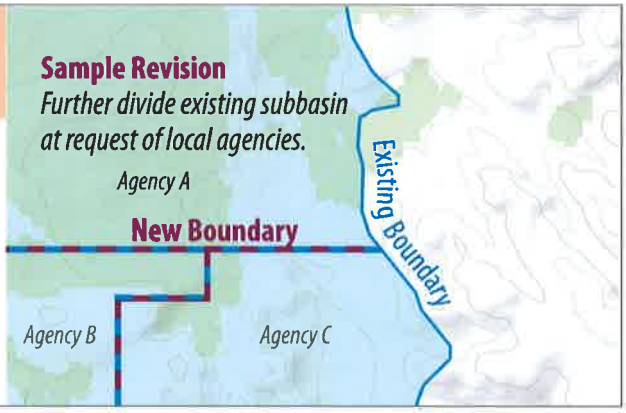
BASIN CONSOLIDATION
(Jurisdictional)

Basin Consolidation refers to any boundary modification that would reduce the number of subbasins within a basin, or merge two or more adjacent basins, but would change only shared boundaries and would not change the external boundary of any basin or subbasin.



BASIN SUBDIVISION
(Jurisdictional)

Basin Subdivision refers to any boundary modification that would increase the number of subbasins within a basin or subbasin.



REQUIRED COMPONENTS OF BOUNDARY MODIFICATION

The information submitted by a Requesting Agency to justify a basin boundary modification needs to align with the criteria described in the SGMA (Water Code § 10722.2(c)(1)-(3)). The criteria are general, as described below, but provide a context in which to present information to support the modification request.

1. How to assess the likelihood that the proposed basin can be sustainably managed.
2. How to assess whether the proposed basin would limit the sustainable management of adjacent basins.
3. How to assess whether there is a history of sustainable management of groundwater levels in the proposed basin.

All of the following three components are required for basin boundary modifications relate to Water Code §10722.2(a):

Component 1 – General Information

A Requesting Agency will be required to provide general information including: contact information; a narrative description and justification for the proposed boundary modification. This information is important as it provides the opportunity to explain what type of modification is being proposed and the rationale for why the modification will result in sustainable groundwater management. It also provides for the evaluation of eligibility as a local agency and provides contact information to assure that the modification request is coordinated properly. All Requesting Agencies must complete all of these requirements for all types of modification requests.

Component 2 – Notification, Consultation, and Local Support

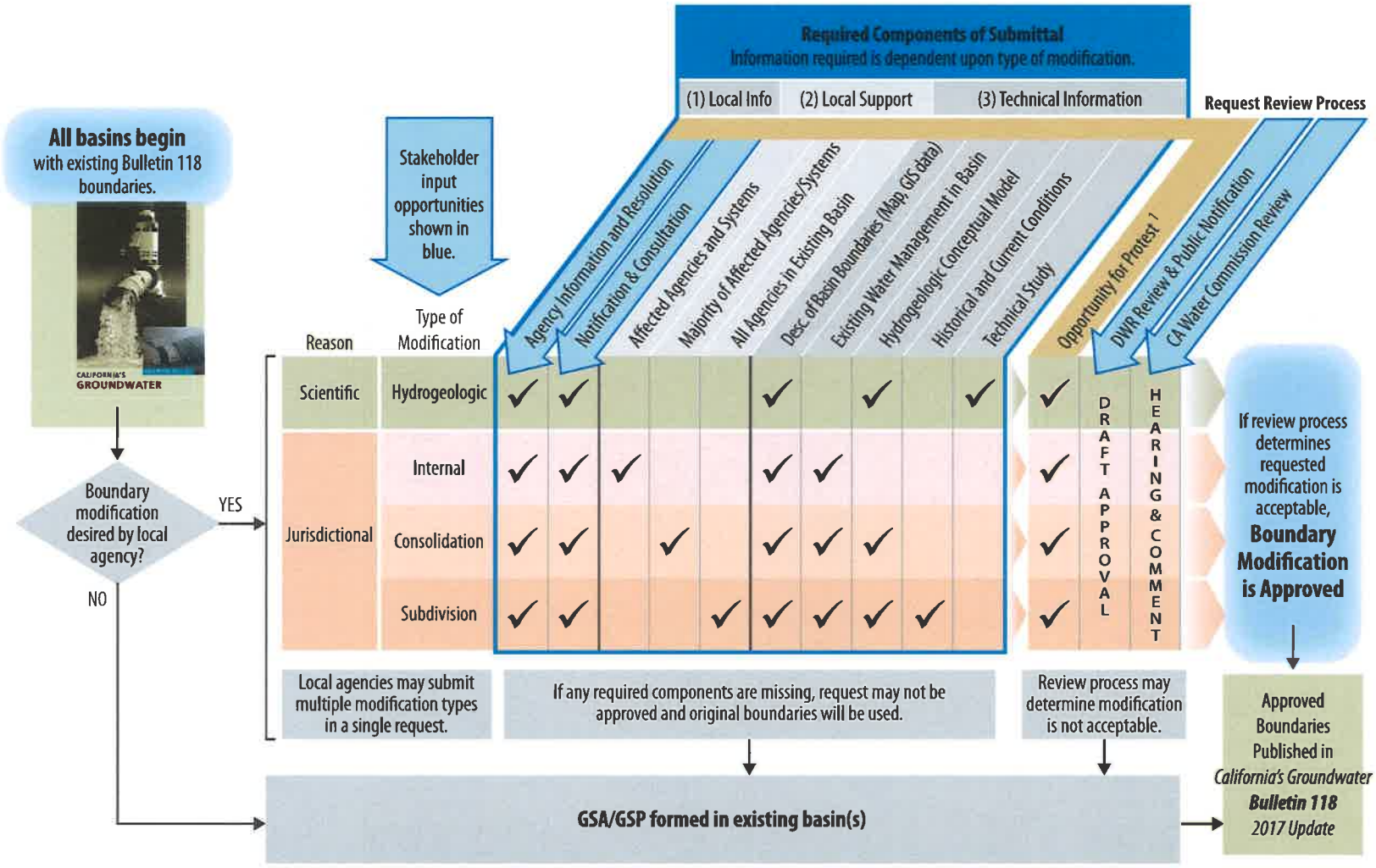
A Requesting Agency will need to demonstrate the required notification, consultation, and broad local support for each basin boundary modification request. The purpose of this component is to establish communication among the multiple local agencies and public water systems potentially affected by the modification and clearly demonstrate the intent and support at the local level. Broad local support demonstrates that the modification will result in the likelihood of sustainable groundwater management of the proposed basin, as well as the adjacent basins or subbasins. The notification, consultation, and broad local support are described below related to the type of basin modification:

- **All Requests** – Require Notification and Consultation (Article 5). For all basin boundary modifications, interested local agencies and public water systems must be consulted and a notice of the proposed modification shall be made public. A summary of public meetings where the proposed modification was discussed, including comments received, is required.
- **Jurisdictional Requests** - Local Support (Article 5).
    - ***Internal Boundary*** – Must demonstrate that each affected local agency and affected public water system support the modification request.
    - ***Basin Consolidation and County Basin Consolidation*** – Must demonstrate that a majority of affected local agencies and affected public water systems support the modification request.
    - ***Basin Subdivision*** – Must demonstrate that each affected local agency and each affected public water system support the modification request in the affected basin(s).

Component 3 – Technical Information

Technical information describing and supporting the three criteria identified in Water Code § 10722.2(c) is required for basin boundary modification. Requesting Agencies are required to provide evidence to justify the modification of a basin boundary and show compliance with the legislative intent of the SGMA. The technical supporting information required for each modification type is illustrated in the draft basin boundary modification process graphic below and described in detail in Article 5.

Basin Boundary Modification Process



[1] A protest submittal requires the same components as a boundary modification request, based on type of modification.

STAKEHOLDER INPUT OPPORTUNITIES

Local agencies, as defined in the SGMA, are eligible to request basin boundary modifications. The draft emergency regulations have been established to provide multiple opportunities for stakeholder input and notification of basin modification requests. The initial opportunity is direct communication with the Requesting Agency or an affected local agency through typical hearing processes at the local level. The notice, consultation, and local support component requires public meetings to occur prior to all boundary modification requests.

The draft emergency regulations include a protest provision (Article 4), which defines a process for stakeholders to protest a proposed modification, after a request is officially submitted to the DWR. A protest must rely on the same type of scientific and technical information, and will be evaluated by the same criteria, as the particular basin modification request to which it is addressed.

DWR will make the proposed recommendations for basin boundary modifications available on its website and will hold a public meeting to present and discuss the proposed recommendations.

Another opportunity to provide input on proposed basin boundary modifications is when DWR presents the list of proposed recommendations to the California Water Commission (CWC).

NEXT STEPS FOR ADOPTING REGULATIONS

The following is the anticipated schedule and next steps for adopting the emergency regulations:

July 15, 2015 – Informational update on basin boundary emergency regulations presented to the CWC.

July 17, 2015 – Draft basin boundary emergency regulations available on website.

August 19, 2015 – Informational update on basin boundary emergency regulations presented to the CWC.

August 31, 2015 – Public meeting and webinar presenting the draft basin boundary emergency regulations. Location: Byron Room, California EPA Building, Sacramento.

September 2, 2015 – Public meeting presenting the draft basin boundary emergency regulations. Location: Bakersfield Community College, Bakersfield.

September 3, 2015 – Public meeting presenting the draft basin boundary emergency regulations. Location: The Delhi Center, Santa Ana.

September 4, 2015 – Deadline for comment on draft emergency regulations.

September 16, 2015 – Informational update on basin boundary emergency regulations presented to the CWC.

October – November, 2015 – Formal Notice of Proposed Rulemaking and supporting information.

October – November, 2015 – Presentation of proposed emergency regulations to CWC for adoption.

October – November, 2015 – Submission of adopted emergency regulations to Office of Administrative Law.

January 1, 2016 – Basin boundary modification requests accepted by DWR within 90 day period.

*All dates are subject to change

CALIFORNIA CODE OF REGULATIONS
TITLE 23. WATERS
DIVISION 2. DEPARTMENT OF WATER RESOURCES
CHAPTER 1.5. GROUNDWATER MANAGEMENT
SUBCHAPTER 1. GROUNDWATER BASIN BOUNDARIES

ARTICLE 1. Introductory Provisions

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§ 340. Authority and Purpose

These regulations specify the information a local agency is required to provide when requesting that the Department revise the boundaries of a basin, including the establishment of new subbasins, and the methodology and criteria used by the Department to evaluate a change to existing basin boundaries.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10722.2 and 12924, Water Code.

§ 340.2. Intent

The revision of any basin boundaries or creation of new subbasins approved by the Department shall be consistent with the State's interest in the sustainable management of groundwater basins as expressed in the Sustainable Groundwater Management Act (Part 2.74 of Division 6 of the Water Code, beginning with Section 10720).

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10720.1, Water Code.

§ 340.4. Basin Boundaries

Unless other basin boundaries are established pursuant to these regulations, a basin's boundaries shall be as identified in Bulletin 118. The unambiguous written description of a basin boundary in Bulletin 118 shall prevail over any inconsistent basin boundary as depicted on a map, in an electronic data file, or otherwise, except when modified pursuant to these regulations. Any discrepancy or uncertainty shall be resolved by the Department based upon the best available technical information.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10721(b), 10722, 10722.2, and 12924, Water Code.

ARTICLE 2. DEFINITIONS

§ 341. Definitions

In addition to terms defined in the Sustainable Groundwater Management Act and in Bulletin 118, which definitions apply to these regulations, the following terms used in this Subchapter have the following meanings:

(a) "Act" means the Sustainable Groundwater Management Act (Part 2.74 of Division 6 of the Water Code, beginning with Section 10720).

(b) "Administrative adjustment" means a basin or subbasin boundary adjustment by the Department that either (1) amends existing basin boundary data files to accurately reflect an unambiguous written basin boundary description as defined in Bulletin 118 or amended pursuant to this Part, or (2) restates the definition of a basin boundary definition to more precisely reflect a mapped basin boundary consistent with the original definition.

(c) "Affected agency" means a local agency, as defined in Water Code section 10721(m), whose jurisdictional area would, as a result of a boundary modification, include more, fewer, or different basins or subbasins than without the modification.

(d) "Affected basin" means a basin or subbasin where the ability to achieve sustainable groundwater management could be significantly affected by groundwater use or management practices in another existing or proposed basin or subbasin. An adjacent basin or subbasin is presumed to be an affected basin for purposes of this Subchapter. The Department may determine a non-adjacent basin or subbasin is an affected basin if convincing evidence shows that the hydraulic connection to another basin is likely to affect the ability of the non-adjacent basin to achieve sustainable groundwater management over the planning and implementation horizon.

(e) "Affected system" means a public water system, as defined in Water Code section 10721(r), whose service area would, as a result of a boundary modification, include more, fewer, or different basins or subbasins than without the modification.

(f) "Basin consolidation" refers to any boundary modification that would reduce the number of subbasins within a basin or merge two or more adjacent basins but would change only shared boundaries and would not change the external boundary of any basin or subbasin.

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(g) "Basin subdivision" refers to any boundary modification that would increase the number of subbasins within a basin or subbasin.

(h) "Boundary modification" means a change to the boundaries of an existing basin or subbasin or the establishment of a new subbasin.

(i) "Commission" means the California Water Commission.

(j) "County basin consolidation" means the consolidation of all contiguous basins or subbasins within a county into a single basin or subbasin whose boundaries do not extend beyond those of the county. If there are non-contiguous basins within a county, the consolidation applies separately to each basin or group of contiguous basins in the county. A county basin consolidation may redefine the shared boundaries of one or more adjacent basins or subbasins, but would not result in a net change in the amount of area included within a basin.

(k) "Department" means the Department of Water Resources.

(l) "External boundary modification" refers to any proposal that would modify the boundary between the groundwater basin and the area outside the basin.

(m) "GIS" means a Geographic Information System that collects, stores, analyzes, and displays spatial or geographically referenced data.

(n) "Hydrogeologic barrier" refers to any subsurface feature that significantly impedes lateral groundwater flow.

(o) "Hydrogeologic conceptual model" means a description of the geologic and hydrologic framework governing groundwater flow through and across the boundaries of a basin and the general groundwater conditions in a basin.

(p) "Internal boundary modification" refers to any boundary modification that would adjust the location of a boundary between subbasins within a basin or the shared boundary between adjacent basins.

(q) "Professional engineer" means a professional engineer licensed pursuant to Business and Professions Code, Division 3, Chapter 7, Section 6700 et seq.

(r) "Professional geologist" means a professional geologist licensed pursuant to Business and Professions Code, Division 3, Chapter 12.5, Section 7800 et seq.

(s) "Qualified map" means a geologic map of a scale no smaller than 1:250,000 that is published by the U. S. Geological Survey or the California Geological Survey, or is a map or report of a geologic investigation conducted by a state or federal agency, or is a geologic map prepared and signed by a professional geologist that is acceptable to the Department.

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(t) "Requesting agency" means the local agency that requests a boundary modification as authorized by Water Code section 10722.2.

(u) "Revision request manager" is an employee or authorized representative of a requesting agency who has been delegated responsibility for submitting the boundary modification request and serving as the point of contact between the requesting agency and the Department.

(v) "State" means the State of California.

(w) "Technical study" means a geologic or hydrologic report prepared and published by a state or federal agency, or a study published in a peer-reviewed scientific journal, or a report prepared and signed by a professional geologist or by a professional engineer.

(x) "Written notice" means notification by e-mail or U.S. Mail.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Division 3, Chapter 12.5, Section 7800 et seq., and Chapter 7, Section 6700 et seq., Business and Professions Code; Sections 25299.97 and 116275, Health & Safety Code, Sections 10721, 10722.2, and 12924, Water Code.

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ARTICLE 3. BOUNDARY MODIFICATION CATEGORIES

§ 342. Introduction to Boundary Modifications

This Article describes different categories of boundary modifications. The identified categories are scientific modification, based on geologic or hydrologic criteria, and jurisdictional modification, which promote the adoption and implementation of effective sustainable management plans and enhance local management of groundwater. An administrative adjustment does not constitute a modification subject to this Subchapter.

For purposes of this Subchapter, a groundwater basin generally refers to an alluvial aquifer or stacked series of alluvial aquifers with a minimum thickness of 25 feet, with reasonably well-defined boundaries in a lateral direction, based on features that significantly imped groundwater flow, and a definable bottom characterized by rock or sediment of low permeability or the base of fresh water, as further described or defined in Bulletin 118.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10720.1, 10722.2 and 12924, Water Code.

§ 342.2. Scientific Modification

A scientific modification to a basin boundary consists of one of the following modifications and involves the addition, deletion, or relocation of a boundary based on the geologic or hydrologic conditions that define a groundwater basin:

(a) An external boundary modification. Except in the case of some basin consolidations, external basin boundaries will only be modified as a result of scientific modifications.

(b) A hydrogeologic barrier modification.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10720.1 and 12924, Water Code.

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§ 342.4. Jurisdictional Modification

A jurisdictional modification to a basin boundary consists of one of the following modifications to promote the adoption and implementation of effective sustainable management plans and enhance local management of groundwater:

(a) Internal boundary modification,

(b) Basin consolidation, including county basin consolidation, or

(c) Basin subdivision.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10720.1 and 12924, Water Code.

§ 342.6. Other Boundary Modifications

Any boundary modification that does not conform to the categories specified in this article may be considered by the Department based on information the Department deems adequate to evaluate the modification in accordance with section 10722.2 of the Water Code.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10720.1 and 12924, Water Code.

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ARTICLE 4. PROCEDURES FOR MODIFICATION REQUEST OR PROTEST

§ 343. Introduction to Procedures

This Article describes procedural requirements related to boundary modification requests and protests to those requests.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 343.2. Eligibility to Request Boundary Modification

A request for boundary modification may be initiated by a local agency whose jurisdiction lies within or borders the basin or subbasin for which boundary modification is sought.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 343.4. Forms and Instructions

The Department shall make the forms and instructions for boundary modification requests available on its Internet Web site.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 343.6. Combination of Requests

Requesting agencies shall combine all boundary modification requests that affect the same basin or subbasin and shall coordinate with other affected agencies and affected systems, as necessary, to present the information as a single request. The Department may consider or adopt all or any part of a combined basin modification request.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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§ 343.8. Review Periods

Prior to updating or revising Bulletin 118, the Department shall establish review periods during which boundary modification requests will be accepted and evaluated. The Department will announce the start of each review period on its Internet Web site at least 60 days before the review period begins, and each review period will remain open at least 60 days.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2 and 12924, Water Code.

§ 343.10. Status of Request

(a) The Department shall acknowledge all boundary modification requests by written notice within ten (10) working days of receipt and shall post all materials received on the Department's Internet Web site.

(b) The Department shall determine whether the boundary modification request is complete and provide written notice to the requesting agency of its determination or of the need for additional information.

(1) A boundary modification request will be deemed complete if it substantially complies with the requirements of this Subchapter. Substantial compliance means that the requesting agency has attempted to comply with these regulations and the legislative intent of the Act in good faith, and the information submitted and the form of submission are sufficiently detailed and necessary, as determined by the Department to process the boundary modification request.

(2) The Department will not evaluate a boundary modification request until all information required by this Subchapter or specifically requested by the Department has been provided. However, the Department may begin its evaluation before evidence of local support described in Section 344.8 has been made available if the requesting agency affirms that the required support is likely to be forthcoming.

(c) When the Department determines that a request for boundary modification is complete, the Department shall update information posted to the Department's Internet Web site to reflect that the Department is prepared to review the request on its merits and to accept protests to the request pursuant to Section 343.12.

(d) The requesting agency shall, upon receiving notice that the request is complete, notify all interested local agencies and public water systems and any other person

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or entity who has expressed an interest in receiving notification of the proposed modification to the requesting agency.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 343.12. Protests

(a) Any person may protest a basin modification request as follows:

(1) Protests must be submitted electronically to the Department within 30 days after receiving the notice required by Section 343.10(d), with a duplicate copy sent to the requesting agency the same day.

(2) The protest must include the name, address, and e-mail address of the protestant.

(3) The protest must include a clear statement of the protesting entity's objections.

(4) A protest must rely on the same type of scientific and technical information, and will be evaluated by the same criteria, as the particular basin modification request to which it is addressed.

(b) The Department shall post all protests on the Department's Internet Web site.

(c) The Department is not required to respond to protests, but will consider protests as part of its evaluation of a request.

(d) The Department shall give the requesting agency a reasonable opportunity to respond to protests.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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ARTICLE 5. SUPPORTING INFORMATION

§ 344. Introduction to Supporting Information

This Article describes the type of information that a requesting agency is either required or encouraged to provide to support a boundary modification request.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 344.2. Requesting Agency Information

Each request for boundary modification shall include the following information:

(a) The name and physical address of the requesting agency.

(b) A copy of the statutory or other legal authority under which the requesting agency was created with specific citations to the provisions setting forth the duties and responsibilities of the agency.

(c) A copy of the resolution adopted by the requesting agency formally initiating the boundary modification request process.

(d) The name and contact information, including phone number, mailing address and e-mail address, of the revision request manager.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 344.4. Notice and Consultation

Each request for boundary modification shall include information demonstrating that the requesting agency consulted with interested local agencies and public water systems in the affected basins including, but not limited to, the following:

(a) A list of local agencies and public water systems in the affected basins.

(b) An explanation of the methods used to identify interested local agencies and public water systems in the affected basins.

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(c) Information regarding the nature of consultation, including copies of correspondence with local agencies and public water systems and any other persons or entities consulted, as appropriate.

(d) A summary of all public meetings at which the proposed boundary modification was discussed or considered by the requesting agency, including copies of agendas and notices published.

(e) A copy of all comments regarding the proposed boundary modification received by the requesting agency and a summary of any responses made by the requesting agency.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 344.6. Description of Proposed Boundary Modification

(a) Each request for boundary modification shall include a concise description of the proposed modification, including an overview of the request and a description or explanation of the following:

(1) The category of boundary modification proposed.

(2) The identification of all affected basins.

(3) A proposed name for each new subbasin or consolidated basin, if applicable.

(b) Each request for a jurisdictional boundary modification pursuant to Section 342.4 shall also include the following:

(1) An explanation of how sustainable groundwater management exists or could likely be achieved in the basin under the following circumstances:

(A) Under the existing basin boundaries.

(B) Under the proposed boundary modification.

(2) An explanation of how the proposed boundary modification would affect the ability of adjacent basins to sustainably manage groundwater in those basins.

(3) A historical summary of the sustainable management of groundwater levels in the proposed basin.

(4) A discussion of potential impact to state programs resulting from the proposed boundary modification, including, but not limited to the California Statewide Groundwater Elevation Monitoring (Water Code section 10920 et seq.), Groundwater Management Plans developed pursuant to AB 3030 (Water

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Code section 10750 et seq.), Groundwater Sustainability Plans developed pursuant to the Sustainable Groundwater Management Act (Water Code section 10720 et seq.), any applicable state or regional board plans, and other water management and land use programs.

(c) Any other information deemed necessary by the Department.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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§ 344.8. Local Support

(a) A requesting agency shall demonstrate local support for a proposed jurisdictional boundary modification pursuant to Section 342.4 as follows:

(1) A request that involves an internal boundary modification shall provide information demonstrating that the modification is supported by each affected agency and affected system.

(2) A request that involves a basin consolidation or county basin consolidation shall provide information demonstrating that the requesting agency notified each affected agency and affected system and that a majority of affected agencies and affected systems support the boundary modification.

(3) A request that involves basin subdivision shall provide information demonstrating that the boundary modification is supported by each local agency and by each public water system in the affected basin(s).

(b) Evidence of local support from any local agency shall consist of a copy of a resolution formally adopted by the decision-making body of the agency.

(c) Evidence of local support from any public water system shall consist of a copy of a resolution formally adopted by the decision-making body of the system or a letter of support signed by an executive officer with appropriate delegated authority.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 344.10. General Information

Each request for boundary modification shall include the following general information:

(a) A description of the lateral boundaries of the alluvial aquifer or aquifers that form the groundwater basin and the definable bottom of the basin. The description shall be in terms that are clear and definite and sufficiently detailed to allow an authoritative map of the proposed lateral basin boundaries to be plotted from that description.

(b) A graphical map of adequate scale showing the proposed basin boundary in relation to the existing Bulletin-118 basin boundary and the local agencies that are within or bordering on the proposed basin.

(c) A GIS file of the proposed groundwater basin boundaries and the jurisdictional boundaries of any affected local agency.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10722.2 and 12924, Water Code.

§ 344.12. Hydrogeologic Conceptual Model

Each request for boundary modification, except for an internal boundary modification pursuant to Section 342.4(a), shall include a clearly defined hydrogeologic conceptual model demonstrating the following:

(a) Principal aquifer units within the basin.

(b) Lateral boundaries of the proposed basin, including:

(1) Geologic features that significantly impede or impact groundwater flow.

(2) Aquifer characteristics that significantly impede or impact groundwater flow.

(3) Significant geologic and hydrologic features and conditions of the principal aquifer units, as appropriate, including information regarding the confined or unconfined nature of the aquifer, facies changes, truncation of units, the presence of faults or folds that impede groundwater flow, or other groundwater flow restricting features within the basin.

(4) Key surface water bodies, groundwater divides and significant recharge sources.

(c) Recharge and discharge areas within the basin.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10722.2 and 12924, Water Code.

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§ 344.14. Technical Studies for Scientific Modifications

(a) Each request for a scientific modification pursuant to Section 342.2 shall include information that demonstrates the areal and vertical extent of alluvial aquifer material, including the following:

(1) A qualified map that depicts surficial geology illustrating the type, location, and extent of alluvium or similar bodies of rock or sediment that is sufficiently porous and permeable to store, transmit, and yield significant or economic quantities of groundwater to wells and springs.

(2) Subsurface data that demonstrates the vertical thickness and relevant physical properties of the alluvial aquifer or stacked series of alluvial aquifers.

(b) In addition to the information required in subsection (a), each request for scientific modification involving a hydrogeologic barrier pursuant to Section 342.2(b) shall demonstrate the presence or absence of subsurface restrictions on lateral groundwater flow, such as impermeable material, fault, or groundwater divide, based on the following information:

(1) A qualified map depicting structural geologic features that could significantly impact or impede lateral groundwater flow.

(2) Geologic and hydrologic evidence of groundwater conditions including, as appropriate:

(A) Historical and current potentiometric surface maps of the aquifer system within the vicinity of proposed boundary modification.

(B) Aquifer performance testing results demonstrating basin boundary condition response.

(C) Water quality information of the aquifer system including but not limited to general water quality parameters and isotopic analysis.

(D) Supporting certified geophysical studies.

(E) Other information that the requesting agency considers relevant to the request.

(3) Other technical information required by the Department.

(c) A request for a scientific modification to an external boundary pursuant to Section 342.2(a) may utilize any of the information in subsection (b) if the requesting agency believes it may assist the Department in its evaluation.

Note: Authority cited: Section 10722.2, Water Code.

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Reference: Sections 10722.2 and 12924, Water Code.

§ 344.16. Technical Studies for Jurisdictional Modifications

(a) Each request for a boundary modification that involves a jurisdictional modification pursuant to Section 342.4 shall include the following:

(1) A water management plan that covers or is in the immediate vicinity of the proposed basin or portion of the proposed basin and satisfies the requirement of Water Code sections 10753.7(a) or 10727, through one of the following:

(A) An adopted groundwater management plan, a basin wide management plan, or other integrated regional water management program or plan that meets the requirements of Water Code section 10753.7(a).

(B) Management pursuant to an adjudication action.

(C) One or more technical studies that cover the relevant portion of a basin or subbasin and adjacent areas.

(D) A valid Groundwater Sustainability Plan adopted pursuant to the Act.

(b) Each request for a boundary modification that involves a basin subdivision pursuant to Section 342.4(c) shall provide a description and supporting documentation of historical and current conditions and coordination within the existing basin or subbasin on the following components, where applicable:

(1) Groundwater level monitoring programs, historical and current groundwater level trends, and areas of significant groundwater level declines.

(2) Groundwater quality issues within the proposed and existing basin that may impact the supply of usable groundwater, including a map of known impacted sites and areas, mitigation measures planned or in place, and a description of impact to water budget.

(3) Inelastic land surface subsidence within the proposed and existing basin including a map of known subsidence areas, historical trends within known land subsidence areas, and a description of impacts to the basin or subbasin water budget.

(4) Groundwater-surface water interactions in the proposed and existing basin, which may be demonstrated by a map identifying significant surface water bodies, and a contour map or detailed written description of the direction of groundwater movement relative to the water bodies, the location and nature of

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seeps and springs, and known water quality issues within the basin and in hydraulically connected adjacent basins.

(5) A map identifying the recharge areas in the proposed and existing basin.

(6) A statement of the existing and planned coordination of sustainable groundwater management activities and responsibilities between the proposed and existing basin where required by the Act.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10722.2, 10727, 10753.7, and 12924, Water Code.

§ 344.18. CEQA Compliance

Each request to modify a basin or subbasin shall include information necessary to enable the Department to satisfy the requirements of a responsible agency pursuant to the California Environmental Quality Act (Public Resources Code Sections 21000 et seq.).

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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ARTICLE 6. METHODOLOGY AND CRITERIA

§ 345. Introduction to Methodology and Criteria

This Article governs the methodology and criteria for the evaluation of proposed boundary modifications of groundwater basin boundaries.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 345.2. Basis for Denial of Request for Boundary Modification

The Department may deny a request for boundary modification if it identifies significant concerns or is unable to resolve significant issues with the request including, but not limited to, any of the following:

(a) The proposed boundary modification may limit the opportunity or likelihood of any of the following:

(1) Sustainable management in the proposed basin.

(2) Sustainable management in other basins.

(3) Groundwater storage or recharge.

(4) The coordination and use of consistent data and methodologies by local agencies to evaluate groundwater elevation data, groundwater extraction data, surface water supply, total water use, change in groundwater storage, water budget, or sustainable yield.

(b) The requesting agency is unable to demonstrate a history of sustainable management of groundwater levels in the existing or proposed basin.

(c) For scientific modifications, if the Department does not consider that the available scientific evidence supports the addition, deletion, or relocation of a basin boundary.

(d) The requesting agency has failed to provide all required information or information deemed necessary by the Department or has failed to substantially comply with the requirements of this Subchapter.

(e) The proposed boundary modification could result in the isolation of areas with known groundwater management problems, or of areas, including disadvantaged

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communities, that may lack the institutional infrastructure or economic resources to form an effective groundwater sustainability agency or develop an implementable groundwater sustainability plan.

(f) The proposed boundary modification could result in the creation of unmanaged areas.

(g) Where the Department finds that the requested boundary modification would be inconsistent with the objectives of the Act.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 345.4. Criteria for Evaluating Supporting Information

The Department shall rely on the following information for evidence that the proposed basin can be sustainably managed, whether the proposed basin would limit the sustainable management of adjacent basins, and whether there is a history of sustainable management of groundwater levels in the proposed basin according to the general criteria described:

(a) For scientific modifications pursuant to Section 342.2, the Department will consider the adequacy of technical studies based on their demonstration of scientific support for the boundary modification. The technical studies will be evaluated according to the following:

(1) Hydrogeologic models will be evaluated to determine the degree to which the models align with the known geologic framework, the known direction and movement of groundwater flow, and the general understanding of water budget components for the basin or subbasin.

(2) Qualified maps of surficial geology, structural geology, or geophysical studies, and supporting subsurface interpretations, will be evaluated to determine the presence or absence of a groundwater flow boundary.

(3) Potentiometric surface maps, aquifer testing results, and water quality information will be evaluated to determine the presence or absence of a groundwater flow boundary.

(b) For jurisdictional modifications pursuant to Section 342.4, the Department shall review evidence from existing water management plans within or adjacent to the proposed basin or a portion of the proposed basin. The evaluation of sustainable management potential will generally assess the level of groundwater management

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practices currently in place within the basin and the historical and existing aquifer response to these management practices. The water management plan will also serve to provide additional information should it be necessary to clarify questions regarding management activities or supporting technical information.

(c) For jurisdiction modifications of consolidation or county basin consolidation or basin subdivision pursuant to Section 342.4(b) and (c), the Department will evaluate the adequacy of a hydrogeologic conceptual model. The evaluation will assess the degree to which the model aligns with the known geologic framework, the known direction and movement of groundwater flow, and the general understanding of water budget components for the basin or subbasin.

(d) For jurisdiction modifications of basin subdivision pursuant to Section 342.4(c), the Department will evaluate the adequacy of the description and supporting documentation of historical and current conditions and coordination in the existing basin of the following, where applicable:

(1) Current and historic groundwater levels based on a groundwater monitoring well network that satisfies the following criteria:

(A) A sufficient density of monitoring wells to evaluate and implement sustainable groundwater management as determined by the Department.

(B) Wells with perforated intervals in all principal aquifer units.

(C) The density and distribution of wells is adequate to characterize the potentiometric surface for each of the principal aquifer units.

(D) The methods of data collection follow best management practices and data are collected at similar intervals and frequency.

(E) Groundwater level data demonstrates that the principal aquifer units have not experienced long-term declining conditions.

(2) Water quality data, including data showing that known water quality impacts would not be more isolated or concentrated in the proposed or existing basin.

(3) Current and historical land subsidence data demonstrating that no significant inelastic land subsidence has been observed in the proposed or existing basin.

(4) Technical studies of groundwater–surface water interactions showing that surface water is not adversely affected by groundwater extractions in the proposed or existing basin.

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(5) Technical studies demonstrating that rates of recharge in the proposed and existing basin are adequate to replace current and likely future rates of extraction.

(6) Evidence of coordination between local agencies and public water systems within and between the proposed and existing basins or subbasins pertaining to water budgets, data collection, and other agreements designed to promote sustainable groundwater management, as appropriate.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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ARTICLE 7. ADOPTION OF BOUNDARY MODIFICATION

§ 346. Introduction to Department Procedures

This Article describes the procedure for the adoption of boundary modifications by the Department.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Sections 10722.2 and 10723.4, Water Code.

§ 346.2. Presentation of Draft Boundary Modifications

(a) If the Department determines that a boundary modification is supported by adequate technical information and meets the requirements of this Subchapter, the Department shall post the draft revised basin boundaries on the Department's Internet Web site and hold at least one public meeting to solicit comments on the draft boundaries.

(b) The Department shall present a copy of the draft revised basin boundaries to the Commission to hear and comment on the draft revision.

(c) The Department may finalize the revised basin boundaries 30 days after presentation to the Commission if the Department determines that no substantial changes are required.

(d) If the Department makes substantial changes to a proposed boundary modification after presentation to the Commission, the Department shall resubmit the proposed changes to the Commission for further review consistent with the Act.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

§ 346.4. Record of Boundary Modifications

After revising the boundaries of a basin or establishing a new subbasin the Department shall record that information on the Department's Internet Web site and incorporate the revised basin boundaries in subsequent updates to Bulletin 118.

Note: Authority cited: Section 10722.2, Water Code.

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Reference: Section 10722.2, Water Code.

§ 346.6. Subsequent Modifications by Department.

If, after revising the boundaries of a basin or establishing a new subbasin, the Department determines, based on substantial evidence, that assumptions regarding the sustainable management of the new basin or subbasins were incorrect, and that as a result the boundary modification should not have been allowed, the Department may restore the boundaries to the alignment that existed before the boundary modification or make other revisions consistent with this Subchapter.

Note: Authority cited: Section 10722.2, Water Code.

Reference: Section 10722.2, Water Code.

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(760) 878-0001
FAX: (760) 878-2552

EMAIL: mail@inyowater.org
WEB: http://www.inyowater.org

P.O. Box 337
135 South Jackson Street
Independence, CA 93526

COUNTY OF INYO
WATER DEPARTMENT

August 4, 2015

California Department of Water Resources
Attn: Sustainable Groundwater Management Section
P.O. Box 942836
Sacramento, CA 94236

Dear Sustainable Groundwater Management Section:

Thank you for the opportunity to comment on the Draft Basin Boundary Regulations (Draft Regulations).

340.4 - This section states that the Draft Regulations apply to "revision of any basin boundaries or creation of new subbasins," implying that designation of new basins or deletion of existing basins will not be considered in the upcoming boundary modification process. DWR should consider definition of new basins as part of this process.

344.14(a)(1) - Can the surficial geologic map be included by reference (e.g. to the State 1:250,000 series of maps) or must a map be included in the submittal?

344.14(a)(2) - The vertical thickness of basin fill in large deep basins may be difficult to assess and not be relevant to groundwater management where groundwater development is limited to relatively shallow zones.

344.14(b)(2)(A) - Where data are too sparse to develop potentiometric maps, records of groundwater levels wells may be useful for evaluating the presence or absence of subsurface barriers to groundwater flow. For example, although two wells would be insufficient to develop a potentiometric map, a flow barrier could be inferred from a large decline in head between two wells. Suggested modification: "Historical and current potentiometric surface maps, groundwater levels in wells, groundwater recharge and discharge rates…"

344.14(b)(3) - When in the process would a requesting agency be informed by DWR as to what other information DWR requires? These regulations should include a process for consultation between requesting agencies and DWR so that expectations for the process are understood by all parties.

344.18 - What information does DWR require to satisfy its responsible agency requirements? How has CEQA been addressed by DWR for prior basin boundary changes?

345.2(b) - The history of sustainable management (or lack thereof) in a basin is not relevant to the desirability of a proposed boundary modification. Basins may have been managed unsustainably in the past, but the proposed boundary revision will facilitate sustainable management in the future. It makes no sense to deny a basin boundary change in such circumstances.

345.2(d) - How will requesting agencies know what information DWR deems necessary?

345.4(a)(1) - Where this section refers to "hydrogeologic models," is this a reference to specifically numerical groundwater flow models, or is this term more generally including conceptual models, statistical models, etc.?

345.4(a)(3) - This section should recognize that even where potentiometric maps cannot be developed due to insufficient data, hydrographs of groundwater levels in wells may be sufficient to infer a groundwater flow boundary.

345.4(d)(1)(E) - This is not a relevant factor. If a basin is in long-term decline and the proposed jurisdictional boundary change would facilitate better groundwater management, why would the historical decline be a basis for denying the boundary change?

345.4(d)(3) and (4) - Similar to the above comment, why would a prior history subsidence or adverse effects on surface water be a basis for denying a boundary change? Such a boundary revision may be part of a plan to remedy or reverse prior negative effects.

346.2 - This section implies that after reviewing a request for a boundary change, DWR may make changes to the proposed boundary change, resulting in a boundary change that differs from that proposed by the requesting agency. It is not clear what criteria or guidance DWR would use to alter a proposed boundary change. This process would benefit from a step where, if DWR believes that a proposed boundary change needs to be modified, the requesting agency and DWR confer to try to reach agreement on a mutually acceptable change prior to presentation of the matter to the Commission.

Thank you for consideration of these comments. Please feel free to contact me if you have any questions or concerns about any of the above.

Sincerely,

Robert Harrington, Water Director, Inyo County

Cc: Inyo County Board of Supervisors
Inyo County Water Commission
Kevin Carunchio, Inyo County CAO
Marge Kemp-Williams, Inyo County Counsel
Stacey Simon, Mono Co. Deputy County Counsel
Brent Calloway, Mono Co. Community Devel.

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
31

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: County Administrator on behalf of the Southern Inyo Fire Protection District

FOR THE BOARD MEETING OF: August 18, 2015

SUBJECT: Southern Inyo Fire Protection District Special Election Consolidation and Financial Analysis

DEPARTMENTAL RECOMMENDATION: - Request Board A) rescind your order of July 28, 2015, concerning the Southern Inyo Fire Protection District Special Election; B) consolidate the District's Special Election for a ballot measure imposing and levying a supplemental special emergency response services tax, with the Uniform District Election Law (UDL) Election to be held on November 3, 2015, per updated request received from the District; and C) request the Auditor-Controller to prepare a Fiscal Impact Statement for the District's ballot measure based on the updated information provided by the District.

SUMMARY DISCUSSION: - On July 28, 2015 your Board took action requested by the Southern Inyo Fire Protection District to consolidate their Special Election with the upcoming countywide UDL Election in November. County Counsel informed the Clerk-Recorder that she was unable to prepare the County Counsel's Impartial Analysis, which is required by law, based the language of the Measure as approved by the District Board. County Counsel worked with the District and its Counsel to amend the language of their measure, which was approved by the District and resubmitted for consolidation and fiscal analysis. Your Board is requested to take the action as recommended so that the appropriate language of the Measure is submitted for County Counsel's impartial analysis, to the Auditor for preparation of the Fiscal Impact Statement and corresponds with the information that the Clerk-Recorder will include in the ballot information. The initial request and the updated request were both submitted to the Clerk of the Board's Office within the 88 day deadline identified in California Election Code.

ALTERNATIVES: This action is a ministerial action of your Board and is facilitating the actions of an independent District, as required by law.

OTHER AGENCY INVOLVEMENT: Southern Inyo Fire Protection District Board

FINANCING: Any financial impact associated with this Special Election request will be paid by the Southern Inyo Fire Protection District.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the Assistant Clerk of the Board.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the Assistant Clerk of the Board.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS *(Must be reviewed and approved by the director of personnel services prior to submission to the Assistant Clerk of the Board.)* Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

PO BOX N
INDEPENDENCE CA. 93526

Larry Levy

From: "Larry Levy" <levy2717@access4less.net>
Date: Thursday, August 06, 2015 11:59 AM
To: "Pat Gunsolley" <pgunsolley@inyocounty.us>
Attach: RES2015-08-04+attachA.pdf; RES2015-08-04-B.pdf; ORD2015-08-04.pdf
Subject: Ballot measure

Pat,

Attached are revised documents to place a SIFPD ballot measure on the November 3, 2015 ballot. Resolution 2015-08-04 with attachment are Attachment 1 to Resolution 2015-08-04-B

I will place originals in the mail to you today.

Please place on the next possible Supervisor's agenda for consideration and action.

Please contact me if you need anything further from me. All documents have been sent to Kammi Foote and County Counsel.

Thank you,
Larry Levy, SIFPD
760-852-4542

RESOLUTION NO. 2015-08-04

A RESOLUTION OF THE GOVERNING BOARD OF THE SOUTHERN INYO FIRE PROTECTION DISTRICT CALLING A SPECIAL ELECTION ON NOVEMBER 3, 2015 FOR THE PURPOSE OF SUBMITTING TO THE VOTERS OF THE DISTRICT A MEASURE TO AMEND THE SPECIAL EMERGENCY RESPONSE SERVICES TAX

Whereas, the Southern Inyo Fire Protection District (hereinafter referred to as "District") is a duly formed and organized Fire Protection District within the State of California; and is authorized under Health and Safety Code Section 13861 and 13862 to provide emergency medical and fire protection services within its established boundaries;

Whereas, the District did, as authorized by Health and Safety Code Sections 13910 and 13913, propose a special non ad valorem property tax pursuant to Government Code Section 53978 and in accordance with Articles 13A Section 4 and 13C Section 2 of the California Constitution and Sections 53722 and 53724 of the Government Code;

Whereas, the District voters approved the **Special Emergency Response Services Tax,** hereinafter referred to as **"Measure J"**, on November 6, 2001;

Whereas, the revenues available to the District are inadequate to meet the costs of providing emergency medical and fire protection services;

Whereas, the **Measure J Special Emergency Response Services Tax** approved on November 6, 2001 did not include a provision to adjust the tax each year to offset the increase in the cost of living (inflation);

NOW, THEREFORE, THE GOVERNING BOARD OF THE SOUTHERN INYO FIRE PROTECTION DISTRICT DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

Section 1) That a special election be held and the same is hereby called to be held within the boundaries of the District on November 3, 2015, for the purpose of submitting to the qualified voters of the District a measure supplementing the **Measure J Special Emergency Response Services Tax.**

Section 2) That language of the measure supplementing the **Measure J Special Emergency Response Services Tax** shall be set forth in Attachment A to this resolution.

Section 3) The special election called by this resolution to be held on November 3, 2015 will be conducted in conformity with the Uniform District Election Law (Elections Code Sections 10500 et seq.) and constitutional and statutory voting requirements.

Section 4) If this measure, supplementing the **Measure J Special Emergency Response Services Tax,** is approved by two-thirds (2/3) of the qualified voters voting upon the measure, such tax increase shall be declared approved. If this measure is **not** approved by two-thirds (2/3) of the Qualified voters voting, **Measure J** shall remain in full force and effect.

Section 5) The Fire Chief, acting as Secretary of the Governing Board is hereby directed to forthwith deliver to the County Clerk, a certified copy of this Resolution. Further, the Fire Chief is hereby authorized and directed to cause such publication of this Resolution as may be required by law. Further, The Fire Chief is hereby authorized to take all actions required to insure that the measure set forth in this resolution appears on the November 3, 2015 ballot.

PASSED AND ADOPTED this 4th day of August, 2015 by the following vote:

AYES: Flinchum, Noel, Kizzia, Barkley

NOES:

ABSENT: Vacant

ABSTAIN:

Chairperson
Southern Inyo Fire Protection District Board

ATTEST: _____
Secretary of the Southern Inyo Fire Protection District (acting)

SOUTHERN INYO FIRE PROTECTION DISTRICT

MEASURE J SUPPLEMENT

SOUTHERN INYO FIRE PROTECTION DISTRICT SUPPLEMENTAL SPECIAL EMERGENCY RESPONSE SERVICES TAX

Shall the Southern Inyo Fire Protection District (hereinafter "the District") impose and levy a Supplemental Special Emergency Response Services Tax upon fee simple interests in real property within the District as follows?

1. Purpose of Tax: The Supplemental Special Emergency Response Services Tax will enable the District to continue and improve emergency services. The revenues from the Supplemental Special Emergency Response Services Tax shall be used by the District for the purpose of augmenting the existing Measure J 2001 Special Emergency Response Services Tax for obtaining, furnishing, operating, and maintaining fire suppression and emergency response personnel, and for such other emergency response and prevention expenses of the District. The revenues from this tax shall not be used for any other purpose. Without passage of this measure of the District will be unable to augment the current response times and levels of emergency services which have remained unchanged since on and after January 1, 2002.

2. Taxable Property: The Supplemental Special Emergency Response Services Tax is imposed upon all fee simple interests in real property located within the District's boundaries, except that the tax shall not be imposed upon property belonging to the federal, state or other local government agency.

3. Annual Tax and Operative Date: The Supplemental Special Emergency Response Services Tax is imposed, and levied annually each fiscal year, commencing July, 2016.

4. Basis and Amount of Annual Tax: The Supplemental Special Emergency Response Services Tax is imposed and levied annually upon each parcel of taxable property within the District according to the County Assessor's classification of the use of the parcel, and in the amount set forth in the Schedule below:

SOUTHERN INY0 FIRE PROTECTION DISTRICT
SUPPLEMENTAL SPECIAL EMERGENCY RESPONSE SERVICES TAX RATE SCHEDULE

ASSESSOR'S CLASSIFICATION CODE	DESCRIPTION OF USE	ANNUAL TAX RATE PER PARCEL
111	Residential – Single	$10.36 plus $.50 per acre or part thereof
112	Mobile Home - Private	$10.36 plus $.50 per acre or part thereof
119	Travel Trailer	$6.66 plus $.50 per acre or part thereof
132-135	Multiple Residence	$10.36 per Residence plus $.50 per acre or part thereof
160-161	Mobile Home Park	$5.55 per Mobile Home Space $3.70 per RV space
170	Accessory Residential	$6.66 plus $.50 per acre or part thereof
190 and 940	Vacant Parcel	$6.66 plus $.50 per acre or part thereof
231	Multiple Commercial and Residential	$185.00
400	Mineral Production and Processing	$.50 per acre or part thereof
610	Resort	$5.55 per Motel Room $3.70 per RV Space plus $.50 per acre or part thereof
810-850	Utility	$1,000.00 plus $20.00 per acre or part thereof

410	Industrial – Light	$500.00 plus $1.50 per acre or part thereof
420	Industrial – Heavy	$1,000.00 plus $20.00 per acre

5. Cost of Living Increase: The Special Emergency Response Services Tax, and therefore the existing Measure J Tax approved in 2001 that it augments, shall both be increased by the amount reported periodically during any calendar year by the United States Department of Labor Index for the Los Angeles – Long Beach Area effective the first of January of the following calendar year.

6. Tax Collection: The Supplemental Special Emergency Response Services Tax shall be collected on behalf of the District by the County of Inyo in the same manner and subject to the same penalties interest, fees, and costs as, or with, other charges and taxes fixed and collected by the County. The County may deduct its reasonable costs incurred for such service before remitting the balance of the tax proceeds to the District.

7. Appeal: Each property owner in the District shall, within thirty (30) days after mailing of the tax bill including the Supplemental Special Emergency Response Services Tax for that fiscal year, have the right to file a written appeal with the District protesting the levy and imposition of such tax. The filing of an appeal is not grounds for failing to timely pay the entire amount of taxes specified as due on the tax bill. The District Board, after giving at least thirty (30) calendar days written notice to the appealing property owner by first class mail, shall conduct the appeal hearing in an open and public meeting. If as a result of the appeal, the special tax is either reduced or increased by the District Board, the District shall either refund the excess amount collected, or collect any additional amount due.

8. Effect of Vote: If two-thirds of the registered voters voting on this matter do not approve it, the Special Emergency Response Services Tax (Measure J) of 2001 shall, none the less remain in full force and effect.

YES:

NO:

RESOLUTION NO. 2015-08-04-B

A RESOLUTION OF THE BOARD OF THE SOUTHERN INY0 FIRE PROTECTION DISTRICT ORDERING THAT THE SPECIAL ELECTION CALLED BY THE DISTRICT TO BE CONDUCTED ON NOVEMBER 3, 2015 BE CONSOLIDATED WITH THE UNIFORM DISTRICT ELECTION LAW ELECTION HELD ON THAT SAME DATE; AND REQUESTING A FISCAL IMPACT STATEMENT

WHEREAS, the Board of the Southern Inyo Fire Protection District of Inyo County (hereinafter referred to as "District") has ordered and called for a special election to be conducted within the boundaries of the District on November 3, 2015 for the purposes of submitting to the qualified voters of the District a measure imposing and levying a Supplemental Special Emergency Response Services Tax upon fee simple interests in real property within the District, all as is set forth in the attached resolution of the District's Board (Attachment 1);

WHEREAS, such special election is required to be consolidated with the Uniform District Election Law election held on November 3, 2015; and

WHEREAS, Health and Safety Code Section 13887 provides that the expense of such election shall be a charge against the District.

NOW, THEREFORE, THE BOARD OF THE SOUTHERN INYO FIRE PROTECTION DISTRICT DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

Section 1. That the special election ordered and called by the Southern Inyo Fire Protection District to be conducted on November 3, 2015 be consolidated with the Uniform District Election Law election on that same date; and that the District shall pay the County's expenses for conducting such consolidated special election.

Section 2. That the Inyo County Auditor prepare a fiscal impact statement for the District's ballot measure which will be submitted to the voters on November 3, 2015.

PASSED AND ADOPTED this 4th day of August, 2015 by the following vote:

AYES: Flinchum, Noel, Kizzia, Barkley

NOES:

ABSENT: Vacant

ABSTAIN:

Chairperson
Southern Inyo Fire Protection District Board

ATTEST: _____

Secretary
Southern Inyo Fire Protection ~~District~~

ORDINANCE NO. 2015-08-04

AN ORDINANCE OF THE SOUTHERN INYO FIRE PROTECTION DISTRICT IMPOSING A SUPPLEMENTAL SPECIAL TAX FOR EMERGENCY RESPONSE SERVICES, UPON PROPERTY WITHIN THE DISTRICT

The Board of the Southern Inyo Fire Protection District of Inyo County ordains as follows:

SECTION I. TITLE AND APPLICATION.

This Ordinance shall be known and may be cited as the Southern Inyo Fire Protection District Supplemental Emergency Response Services Tax Ordinance. The tax imposed by this Ordinance is applicable to real property located within the boundaries of the Southern Inyo Fire Protection District (hereinafter referred to as "the District").

SECTION II. AUTHORITY.

The District is a duly formed and organized Fire Protection District within the State of California under Health and Safety Code Sections 13861 and 13862, it is empowered to provide emergency medical and fire protection services within its established boundaries. Where the revenues available to the District are inadequate to meet the costs of providing emergency response services, the District is authorized by Health and Safety Code Sections 13910 and 13913 to impose a special non ad valorem property tax pursuant to Government Code Section 53978, and in accordance with Articles 13A Section 4 and 13C Section 2 of the California Constitution and Sections 53722 and 53724 of the Government Code. Such taxes are authorized by Government Code Section 53978(d) to be collected at the same time and in the same manner as other county taxes.

SECTION III. PURPOSE.

This Ordinance proposes and, with voter approval, imposes a supplemental special non ad valorem tax upon real property within the District for the purpose of funding emergency medical and fire protection services within the District. This Ordinance shall be interpreted liberally to accomplish this purpose.

SECTION IV. VOTER APPROVAL REQUIRED.

As required by law, the District shall call for a special election to be conducted within the boundaries of the District on November 3, 2015, for the purpose of submitting the special tax proposed by this Ordinance to all of the electors within the District. Such election shall be consolidated with the UDEL election held on that date and will be conducted in conformity with the Uniform District Election Law (Election Code §§

10500 et. seq.) and constitutional and statutory voting requirements. The Special tax proposed by this Ordinance shall be imposed only if it is approved by two-thirds (2/3) of the voters voting upon such tax in such election.

SECTION V. SUPPLEMENTAL SPECIAL EMERGENCY RESPONSE SERVICES.

Subject to the requirement for voter approval set forth in Section IV above, the District hereby imposes a Supplemental Special Emergency Response Services Tax upon real property within the District as follows:

A. Purpose of Tax. The Supplemental Special Emergency Response Services Tax will enable the District to continue and improve emergency services. The revenues from the Supplemental Special Emergency Response Services Tax shall be used by the District for the purpose of augmenting the existing Measure J 2001 Special Emergency Response Tax for obtaining, furnishing, operating, and maintaining fire suppression and emergency response personnel, and for such other emergency response and prevention expenses of the District. The revenues from this tax shall not be used for any other purpose. Without passage of this measure the District will be unable to augment the current response times and levels of emergency services which have remained unchanged since and after January 1. 2002.

B. Taxable Property. The Supplemental Special Emergency Response Services Tax is imposed upon all fee simple interests in real property located within the District's boundaries, except that the tax shall not be imposed upon property belonging to the federal, state or other local government agency.

C. Annual Tax and Operative Date. The Supplemental Special Emergency Response Services Tax is imposed, and levied annually each fiscal year, commencing July 1, 2016.

D. Basis and Amount of Annual Tax. The Supplemental Special Emergency Response Services Tax is imposed and levied annually upon each parcel of taxable property within the District according to the County Assessor's classification of the use of the parcel, and in the amount set forth in the Schedule below:

SOUTHERN INY0 FIRE PROTECTION DISTRICT
SUPPLEMENTAL SPECIAL EMERGENCY RESPONSE SERVICES TAX RATE SCHEDULE

ASSESSOR'S CLASSIFICATION CODE	DESCRIPTION OF USE	ANNUAL TAX RATE PER PARCEL
111	Residential – Single	$10.36 plus $.50 per acre or part thereof
112	Mobile Home - Private	$10.36 plus $.50 per acre or part thereof
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400	Mineral Production and Processing	$.50 per acre or part thereof
610	Resort	$5.55 per Motel Room $3.70 per RV Space plus $.50 per acre or part thereof
810-850	Utility	$1,000 plus $20.00 per acre or part thereof

410	Industrial – Light	$500.00 plus $1.50 per acre or part thereof
420	Industrial – Heavy	$1,000.00 plus $20.00 per acre

E. Cost of Living Increase: The Special Emergency Response Services Tax, and therefore the existing Measure J tax approved in 2001 that it augments shall both be increased by the amount reported periodically during any calendar year by the United States Department of Labor Index for the Los Angeles – Long Beach Area effective the first of January of the following calendar year.

F. Tax Collection. The Supplemental Special Emergency Response Services Tax shall be collected on behalf of the District by the County of Inyo in the same manner and subject to the same penalties, interest, fees, and costs as, or with, other charges and taxes fixed and collected by the County. The County may deduct its reasonable costs incurred for such service before remitting the balance of the tax proceeds to the District.

G. Appeal. Each property owner in the District shall, within thirty (30) days after mailing of the tax bill including the Supplemental Special Emergency Response Services Tax for that fiscal year, have the right to file a written appeal with the District protesting the levy and imposition of such special tax. The filing of an appeal is not grounds for failing to timely pay the entire amount of taxes specified as due on the tax bill. The District Board, after giving at least thirty (30) calendar days written notice to the appealing property owner by first class mail, shall conduct the appeal hearing in an open and public meeting. If as a result of the appeal, the special tax is either reduced or increased by the District Board, the District shall either refund the excess amount collected, or collect any additional amount due.

H. Effect of Vote: If two-thirds of the registered voters voting on this Supplemental Emergency Response Services Tax do not approve it, the Special Emergency Response Services Tax (Measure J) of 2001 shall, nonetheless remain in full force and effect.

SECTION VI. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of a competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board hereby declares that it would have passed this Ordinance, and

each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Ordinance would be subsequently declared invalid or unconstitutional.

SECTION VII. EFFECTIVE DATE.

This Ordinance provides for the imposition and levying of a special non ad valorem property tax within the District, and shall only become effective upon approval by two thirds (2/3) of the voters voting upon such tax at a consolidated statewide election held on November 3, 2015. This Ordinance shall become effective immediately upon such approval.

SECTION VIII. PUBLICATION.

Before the expiration of fifteen (15) days from the adoption thereof, this Ordinance shall be published once in the newspaper of general circulation printed and published in the County of Inyo, State of California. The District's Secretary is hereby instructed and ordered to so publish the Ordinance together with the names of the Board members voting for and against the same.

PASSED AND ADOPTED this 5TH day of August, 2015 by the following vote:

AYES: FLINCHUM, NOEL, KIZZIA, BARKLEY

NOES:

ABSENT: VACANT

ABSTAIN:

Chairperson,
Southern Inyo Fire Protection District
Board

Attest: _____
Secretary
Southern Inyo Fire Protection District