

# 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.

**November 15, 2016**

### **OPEN SESSION**

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

1. **PUBLIC COMMENT**
2. **COUNTY DEPARTMENT REPORTS** (*Reports limited to two minutes*)
3. **INTRODUCTIONS** – The following new employee will be introduced to the Board: Alisa Rodriguez, Health and Human Specialist III, HHS.

### **CONSENT AGENDA** (Approval recommended by the County Administrator)

#### **COUNTY ADMINISTRATOR**

4. **Recycling and Waste Management** – Request Board increase the blanket purchase order for Steve's Auto Parts from \$7,800 to \$17,000 for equipment parts.

#### **HEALTH AND HUMAN SERVICES**

5. Request Board authorize the Health & Human Services (HHS) Director to sign a Memorandum of Understanding (MOU) to participate as a partner in a federal grant application for coordinated health care in Inyo County along with Toiyabe Indian Health Project as lead agency, and Northern Inyo Hospital.

#### **PUBLIC WORKS**

6. Request Board approve Amendment No. 1 to the contract between the County of Inyo and Michael Baker International, for the provision of professional services in the development of a Multi-Jurisdictional Hazard Mitigation Plan, extending the term of the contract for 12 months, from December 3, 2016 to December 2, 2017, and authorize the Chairperson to sign, contingent upon appropriate signatures being obtained and upon Board approval of future budgets.
7. Request Board approve Amendment No. 2 to County of Inyo Standard Contract No. 156 between the County of Inyo and Eastern Sierra Engineering, increasing the amount of the contract \$13,932.60 for a total not-to-exceed amount of \$139,099.40, and authorize the Chairperson to sign, contingent upon the adoption of future budgets.

8. Request Board: A) award the construction contract for the base bid and additive bid item No. 1 for the Inyo County Buildings Flooring Project to Michael Flooring Inc. of Bakersfield, California, in the amount of \$149,513; B) do not award the construction contract additive bid item No. 2 for the project to Michael Flooring Inc. of Bakersfield, California in the amount of \$112,945 due to funding constraints; C) authorize the Chairperson to execute the contract, contingent on appropriate signatures being obtained; and D) authorize the Public Works Director to execute all other contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable law.
9. Request Board: A) approve the resolution titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Authorizing the Recording of a Notice of Completion for the Ed Powers Bicycle Lanes Project;" and B) authorize the recording of a Notice of Completion for the Ed Powers Bicycle Lanes Project.

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

10. **PUBLIC WORKS** – Request Board ratify Amendment No. 1 to County of Inyo Standard Contract No. 156 between the County of Inyo and Eastern Sierra Engineering to increase the amount of the contract by \$41,836 for a total not-to-exceed amount of \$125,166.80, contingent upon the adoption of future budgets, and authorize the Chairperson to sign.
11. **SHERIFF** – Request Board find that, consistent with the adopted Authorized Review Policy: A) the availability of funding for the Sheriff Administrative Assistant position comes from the General Fund, and exists in the Sheriff's general budget, as certified by the Sheriff, and concurred with by the County Administrator and the Auditor Controller; B) where sufficient internal candidates may meet the qualifications for the position, and the position represents a promotional opportunity, it is appropriate to first attempt to fill the position through a closed countywide recruitment; C) approve the hiring of one Sheriff Administrative Assistant at Range 70 (\$4,391 - \$5,341) up to Step D, depending upon qualifications; D) if the closed, countywide recruitment results in hiring a candidate within the Sheriff's Office, authorize hiring to backfill the vacancy created by the promotion; and, E) If the closed countywide recruitment results in hiring a candidate from another County department, authorize the position being filled, on a temporary and overlapping basis beginning in November 17, 2016, and continuing until but no longer than December 30, 2016 when the incumbent retires by approving a change in Authorized Staffing for the Sheriff's Office by adding an Sheriff Administrative Assistant (Range 70) to the Authorized Strength for the Sheriff's Office effective November 17, 2016 and deleting a Sheriff Administrative Assistant (Range 70) effective December 30, 2016.
12. **WATER DEPARTMENT** – Request Board approve the 2015-2016 Lower Owens River Project Annual Accounting Report.
13. **PLANNING** – Request Board: A) review a preliminary draft scope of work to investigate public lands issues, provide input, and consider directing staff to bring a revised draft scope of work or a draft Request for Proposals back to the Board for further discussion; and B) provide direction regarding more information that may be desirable or specific questions your Board may have regarding such issues to Supervisors Kingsley and Griffiths for their upcoming trip to Washington, D.C.
14. **COUNTY ADMINISTRATOR – Recycling and Waste Management** – Request Board find that, consistent with the adopted Authorized Review Policy: A) the availability of funding for an Equipment Operator position exists in the non-General Fund Solid Waste Budget, as certified by the Assistant County Administrator Rick Benson and certified by the County Administrator and Auditor-Controller; B) where internal candidates meet the qualifications of the position, the vacancy could possibly be filled through an internal recruitment, however it would be more appropriate to fill the position through an existing eligibility list was approved and created for the position; and C) hire one (1) Equipment Operator I, Range 58 (\$3,310 - \$4,027), or Equipment Operator II, Range 60 (\$3,471 - \$4,216), depending on qualifications.
15. **COUNTY ADMINISTRATOR – Emergency Services** – Request Board discuss and consider staff's recommendation regarding continuation of the local emergency known as the "Gully Washer Emergency" that resulted in flooding in the central, south and southeastern portion of Inyo County during the month of July, 2013.

16. **COUNTY ADMINISTRATOR – Emergency Services** – 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.
17. **COUNTY ADMINISTRATOR – Emergency Services** – Request Board discuss and consider staff's recommendation regarding continuation of the local emergency known as the "Death Valley Down But Not Out Emergency" that was proclaimed as a result of flooding in the central, south and southeastern portion of Inyo County during the month of October, 2015.
18. **CLERK OF THE BOARD** – Request Board approve the minutes of the regular Board of Supervisors meetings of November 1, 2016 and November 8, 2016.

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

- 11 a.m. 19. **COUNTY ADMINISTRATOR – Personnel** – Request Board enact an ordinance titled, "An Ordinance of the County of Inyo, State of California, Amending Section 2.80.055 of the Inyo County Code Pertaining to Exemptions from the Competitive Service."
- 11:30 a.m. 20. **COUNTY ADMINISTRATOR** – Jim Yannotta, Manager of the Los Angeles Department of Water and Power's Aqueduct Business Group, will update the Board of Supervisors on the status of the LADWP's business leases and permits in Inyo County, and, following any discussion and public comment, consider which, if any, members of the Board of Supervisors will attend a meeting between LADWP and its Inyo County business lease and business permit-holders if that meeting remains closed to the general public.
- 1 p.m. 21. **COUNTY ADMINISTRATOR – Recycling and Waste Management** – Request your Board receive a presentation regarding the conversion to a weight-based fee structure at the Bishop Sunland Landfill.

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

22. **PUBLIC COMMENT**

**BOARD MEMBERS AND STAFF REPORTS**

**CORRESPONDENCE – INFORMATIONAL**

23. **Sheriff** – Overtime reports for July 2016, August 2016, and September 2016.



**AGENDA REQUEST FORM**  
 BOARD OF SUPERVISORS  
 COUNTY OF INYO

For Clerk's Use Only:  
**AGENDA NUMBER**  
 4

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

**FROM:** Recycling Waste Management

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Authorization to increase blanket purchase order for equipment maintenance

**DEPARTMENTAL RECOMMENDATION:**

Increase the blanket purchase order for Steve' Auto Parts from \$7,800 to \$17,000 for equipment parts.

<u>VENDOR</u>	<u>AMOUNT</u>
Steve's Auto Parts	\$17,000

**SUMMARY DISCUSSION:**

Recycling and Waste Management utilizes outside vendors to purchase parts for maintenance and repair of equipment used at the County Landfills.

The increase of this purchase order will not negate the requirement of getting verbal or written quotes for individual purchases, in accordance with the County Purchasing Policy.

**ALTERNATIVES:**

Your Board could choose not to authorize the issuance of this blanket purchase order or modify the amount. In the event that the blanket purchase order is not issued, the procedure of preparing a purchase order for the individual purchase would be used. The effect of this, however, may increase the down time for repair of landfill equipment.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

Included in the Recycling and Waste Management budget for the 2016-2017 fiscal year budget 045700 object code 5173.

**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: <u>yes</u> Date <u>11/8/2016</u>
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: 11/8/16



**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerk's Use Only: AGENDA NUMBER  5
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- Consent Hearing     Departmental     Correspondence Action     Public  
 Scheduled Time for     Closed Session     Informational

**FROM:** HEALTH & HUMAN SERVICES

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Authorize the HHS Director to sign an MOU for coordinated health care

**DEPARTMENTAL RECOMMENDATION:**

Request Board authorize the Health & Human Services (HHS) Director to sign a Memorandum of Understanding (MOU) to participate as a partner in a federal grant application for coordinated health care in Inyo County along with Toiyabe Indian Health Project as lead agency, and Northern Inyo Hospital.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

The MOU will formalize an existing network to establish the Eastern Sierra Rural Health Network (ESRHN). The MOU will be submitted by Toiyabe Indian Health Project as part of a grant application for a Health Resource and Services Administration (HRSA) funding opportunity (HRSA-17-018). The initial scope of ESRHN is behavioral health with a focus on Telehealth. The MOU establishes Toiyabe Indian Health Project as the lead fiduciary, primarily through grant funding. The MOU establishes that HHS is under no obligation to provide funding to ESRHN.

The grant is due by November 28, 2016.

**ALTERNATIVES:**

Board could choose to deny this request which would mean the grant would not move forward, as it requires at least three (3) local governmental or hospital entities to agree to participate, and HHS is one of the three.

**OTHER AGENCY INVOLVEMENT:**

Toiyabe Indian Health Project, Northern Inyo Hospital

**FINANCING:**

There is no financing involved with this grant application.

**APPROVALS**

<b>COUNTY COUNSEL:</b>	<b>AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS</b> (Must be reviewed and approved by County Counsel prior to submission to the Board Clerk.)  Approved: <u>Geo</u> Date: <u>11/2/16</u>
<b>AUDITOR/CONTROLLER:</b>	<b>ACCOUNTING/FINANCE AND RELATED ITEMS</b> (Must be reviewed and approved by the Auditor/Controller prior to submission to the Board Clerk.) N/A Approved: _____ Date: _____
<b>PERSONNEL DIRECTOR:</b>	<b>PERSONNEL AND RELATED ITEMS</b> (Must be reviewed and approved by the Director of Personnel Services prior to submission to the Board Clerk.) N/A Approved: _____ Date: _____
<b>BUDGET OFFICER:</b>	<b>BUDGET AND RELATED ITEMS</b> (Must be reviewed and approved by the Budget Officer prior to submission to the Board Clerk.) N/A Approved: _____ Date: _____

**DEPARTMENT HEAD SIGNATURE:**

(Not to be signed until all approvals are received)

 Date: 11/10/16

# MEMORANDUM OF UNDERSTANDING

between

Toiyabe Indian Health Project (“TIHP”),

Northern Inyo Healthcare District (“NIHD”),

and

Inyo County Department of Health and Human Services (“ICDHHS”)

(collectively, the “Network Partners”)

which creates the Eastern Sierra Rural Health Network

## I. Background

Prompted by a grant obtained by TIHP, the above-named Network Partners have come together, signed a letter of commitment (see Appendix A), and have initiated and maintained a consortium of health care providers which is hereafter referred to as the Eastern Sierra Rural Health Network (“ESRHN”).

## II. Purpose

The ESRHN is an integrated healthcare network whose purpose is to contribute to the Network Partners’ ability to maximize resources, achieve mutually agreed upon strategies, achieve economic gain through increased efficiency, address public health challenges, and provide an improved level of quality patient care and services. ESRHN’s initial service coordination of the ESRHN is behavioral health.

**Vision Statement:** ESRHN's vision is the maintenance of a rural health network in the Eastern Sierra by utilizing an effective, meaningful collaboration to improve access to culturally inclusive coordinated healthcare, and to promote a community of health and wellness.

**Mission Statement:** ESRHN will guide the collaboration to plan, initiate, and implement innovative solutions for emerging behavioral and physical health needs that one provider or organization alone could not provide.

While the initial scope of the ESRHN is in behavioral health, the ESRHN further intends to work in a variety of areas including tele-health, improved inter-agency electronic health records, improved communication among agencies, as well as continued work on agreed-upon visions and sub-visions.

## III. Governance

The ESRHN shall be controlled by a governing Board. The Board shall have representation

from each Network Partner, who each has one vote. The Board shall not usurp any power of the TIHP Board of Directors, NIHD Board of Directors, or Inyo County Board of Supervisors. The ESRHN Board shall be governed by Bylaws (see Appendix B).

**IV. Network Staff**

The ESRHN currently consists of the following staff:

Rural Health Network Coordinator, and  
Network Members designated by each Network Partner under the ESRHN Bylaws Article VI Network Member Group, Section 1.

**V. Roles and Responsibilities of the Board Members and Network Members**

Roles and responsibilities of ESRHN Board Members and Network members are governed by provisions in the ESRHN Bylaws (see Article V ESRHN Board, Section 2; and Article VI Network Member Group, Section 2).

**VI. Funding**

It is understood that Network Partners are under no obligation to provide funding for the initiation and maintenance of the ESRHN.

The ESRHN shall be funded by billable tele-health hours and facility use charges paid by Medi-Cal Managed Care and private insurance companies, as well as grants.

It is understood that grants will be sought, typically with TIHP as the lead fiduciary. It is understood that no Network Partner is required to pay into the ESRHN, but all Network Partners may benefit from the resources and activities of the ESRHN.

**VII. Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from Network Partners. This MOU shall become effective upon signature by the authorized officials from the Network Partners; and will remain in effect until modified by the Network Partners or terminated per the provision below.

Any Network Partner to this MOU may opt out at any time without cause. If a Network Partner opts out, the MOU will continue in effect with the remaining Network Partners.

This MOU shall be renewable for three year periods upon written agreement of all Network Partners. In the absence of mutual written agreement by the authorized officials from the Network Partners, this MOU shall end on March 31, 2020.

**VIII. Liability**

As between the Network Partners, each Network Partner acknowledges that it is responsible for claims or damages arising from personal injury or damage to persons or property to the

extent they result from negligence of that Network Partner's employees.

**IX. Membership**

Other Network Partners may be added to this agreement by addendum upon unanimous agreement of all existing Network Partners.

**X. Contact Information**

Any formal correspondence or notices necessary during the term of this agreement shall be sent to all Network Partners at the below contact information:

Toiyabe Indian Health Project  
David Lent, CEO  
52 Tu Su Lane  
Phone: (760) 873-8464  
E-mail: david.lent@toiyabe.us

Northern Inyo Hospital  
Dr. Kevin Flanigan, CEO  
150 Pioneer Lane  
Phone: (760) 873-2838  
E-mail: kevin.flanigan@nih.org

Inyo County Department of Health and Human Services  
Jean Turner  
Deputy Director  
202 W. South Street  
Phone: (760) 873-3305  
E-mail: jturner@inyocounty.us

\_\_\_\_\_ Date: \_\_\_\_\_  
David Lent  
Toiyabe Indian Health Project, Inc.

\_\_\_\_\_ Date: \_\_\_\_\_  
Kevin Flanigan  
Northern Inyo Hospital District

\_\_\_\_\_ Date: \_\_\_\_\_  
Jean Turner  
Inyo County Department of Health and Human Services



# Eastern Sierra Rural Health Network Bylaws

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**Article I: NAME**

The name of the health network will be the Eastern Sierra Rural Health Network (“ESRHN”).

**Article II: PRINCIPAL OFFICE**

The principal office for the transaction of business of the ESRHN shall be located within the boundaries of the Bishop Paiute Reservation (“Reservation”).

**Article III: PURPOSE**

**Section 1: Background**

In June, 2015, TIHP was awarded a one-year Network Planning Grant from the Health Resources and Services Administration (“HRSA”) under the Federal Department of Health & Human Services. The purpose of the Network Planning Program is to assist in the development of an integrated healthcare network. This can be an effective strategy to help smaller rural health care providers align resources and strategies, achieve economies of scale and efficiency, and address challenges more effectively as a group than as single providers.

In January, 2016, work began on the HRSA Planning Grant project and a Rural Health Network Coordinator was hired. (Currently ESRHN Staff).

**Section 2: Purpose**

The purpose of ESRHN is to improve healthcare in Eastern Sierra communities. ESRHN works to address the gaps, disparities and barriers to healthcare in this rural area. By working together, ESRHN can meet the unmet needs of the health system that one provider alone could not provide.

ESRHN will meet its purpose by maximizing resources, achieving mutually agreed upon strategies and economic gain through increased efficiency, addressing public health challenges and providing an improved level of quality patient care and services starting with behavioral health.

ESRHN will work toward: (i) achieving efficiencies; (ii) expanding access to, coordinating, and improving the quality of essential health care services; and (iii) strengthening the rural health care system as a whole. The goals of ESRHN are to help better serve the Eastern Sierra community given changes taking place in health care, as providers move from volume-based care to value-based care.

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### **Section 3: Vision Statement**

ESRHN's vision is the establishment and maintenance of a rural health network in the Eastern Sierra by utilizing an effective, meaningful collaboration to improve access to culturally inclusive coordinated healthcare, and to promote a community of health and wellness.

### **Section 4: Mission Statement**

ESRHN will guide the collaboration to plan, initiate and implement innovative solutions for emerging behavioral and physical health needs that one provider or organization alone could not provide.

### **Article IV: NETWORK PARTNERS**

The Network Partners involved in ESRHN are as follows:

Toiyabe Indian Health Project ("TIHP");  
Northern Inyo Healthcare District ("NIHD"); and  
Inyo County Health and Human Services ("ICHHS").

TIHP is the lead partner and holds the fiduciary responsibilities for the HRSA Planning Grant and all other future grants of ESRHN.

### **Article V: ESRHN BOARD**

ESRHN operates under a written agreement with shared leadership among all three Network Partners in the decision-making process.

### **Section 1: Composition of the ESRHN Board; Resignation; Removal and Reappointment**

The ESRHN Board ("Board") is composed of a Board Member from each of the three Network Partners. Each Network Partner is responsible for appointing one (1) Board Member to serve on the ESRHN Board and one (1) alternate to serve in the event the appointed Board Member is unable to attend an ESRHN Board meeting.

Should a Board Member or alternate wish to resign, or if the Network Partner decides to remove a Board Member or alternate for any reason, including the Board Member no longer being affiliated with the Network Partner, it is the Network Partner's responsibility to appoint a new Board Member or alternate to represent the Network Partner.

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## **Section 2: Powers, Duties and Responsibilities of the Board**

### ***Powers and Authority of the Board***

All powers of the ESRHN shall be exercised by, or under the authority of the Board, and the business and affairs of the ESRHN shall be controlled by the Board. Without limiting its general authority to take any necessary and proper actions, the Board shall have the following powers:

- The Board shall have the power and authority to conduct the business affairs of the ESRHN including control, management, and conduction of business, and designate that authority as appropriate;
- The Board shall have all powers given under these Bylaws and any powers given by any agreement of the Network Partners;
- The Board shall have all powers over ESRHN Staff, subject to any and all personnel and other policies of the lead partner who bears fiduciary responsibilities for any grant funding or other income to ESRHN;
- The Board shall have the power to adopt and amend these Bylaws as specified in this document;
- The Board shall have the authority to appoint or designate additional Network Group Members that reflect the diversity of the community served by ESRHN which may include but is not limited to individuals from community and social service organizations, educational institutions, faith-based organizations, and federally-recognized tribal organizations;
- The Board shall have the power to establish committees and subcommittees as necessary comprised of any combination of Board Members, Network Members, and any other professionals or advisors from the surrounding community serviced by ESRHN, which may include but is not limited to staff and members of community and social service organizations, educational institutions, faith-based organizations, and federally-recognized tribal organizations;
- Adopt any and all policies necessary to carry out the business of the ESRHN;
- Take all other actions that may be necessary and convenient to achieve the purpose and objectives of ESRHN and to conduct the business of the ESRHN;
- Any and all other powers given to the Board by agreement of its Network Partners and any powers stated in these Bylaws.

### ***Duties and Responsibilities of Board Members***

Board Member duties and responsibilities are as follows:

- Attend all Board meetings;

- Execute authority of the Board in accordance with these Bylaws and abiding by all agreements between Network Partners;
- Stay focused on the Vision and Mission statements of ESRHN;
- Abide by the Board Member Code of Conduct, Article VII below; and
- Facilitate ESRHN communication with their appointing Network Partner and keep their Network Partner apprised of ESRHN business activities.

### **Section 3: Board Officers**

The Officers of the ESRHN Board shall consist of a Chairperson, Vice-Chairperson and Secretary/Treasurer. The duties of the Board Officers are as follows:

#### ***Duties of Chairperson:***

- Provides meeting agenda and conducts meeting;
- Calls special meetings if necessary;
- Acts as an alternate spokesperson for ESRHN; and
- Periodically consults with Board Members on their roles and helps them assess their performance.

#### ***Duties of Vice-Chairperson:***

- Carries out special assignments as requested by the Board Chairperson;
- Understands the responsibilities of the Board Chairperson and is able to perform these duties in the Chairperson's absence; and
- Participates as a vital part of the Board leadership.

#### ***Duties of Secretary/Treasurer:***

- Ensures the safety and accuracy of all Board records;
- Records Board minutes and distributes to Board Members within seven business days of the meeting;
- Understands the responsibilities of the Board Chairperson and is able to perform these duties in the Chairperson's and Vice-Chairperson's absence;
- Understands the financial accounting for ESRHN; and
- Serves as the Chairperson of any established finance committee.

#### ***Officer Terms***

Three officers will be appointed as follows, with one officer representing each Network Partner. Officers will serve in a rotation for three years, and continue to follow the rotation, as shown below:

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**Year One:**  
Chairperson: NIHD  
Co-Chairperson: HHS  
Sec'y/Treas: TIHP

**Year Two:**  
Chairperson: HHS  
Co-Chairperson: TIHP  
Sec'y/Treas: NIHD

**Year Three:**  
Chairperson: TIHP  
Co-Chairperson:NIHD  
Sec'y/Treas: HHS

**Section 4: Board Meetings**

***Location***

Board Meetings shall be held at any place mutually agreed upon by a majority of Board Members.

***Frequency and Agenda***

Board meetings will be held no less than quarterly. The Board Chairperson may call a special meeting if necessary with twenty-four (24) hours' notice to the other Board Members.

An agenda will be provided by the Chairperson via e-mail one week prior to each Board meeting, except special meetings that may have an agenda e-mailed 24 hours prior to the special meeting. Any Board Member may request an item be placed on agenda with a prior request to the Board Chairperson.

***Quorum and Voting***

Each Board Member has one vote. A quorum shall be obtained with 3/3 of the Board Members present. No actions may be passed or any decisions rendered without a quorum. Voting may occur only when the quorum is met.

Each Board Member, including the Chairperson, shall have one (1) vote. Proxy votes shall not be permitted. For actions to be passed or decisions rendered on Board business, a simple majority of the quorum must occur, or the Board may come to a census. All voting shall be by a show of hands or by ayes and nays or by consensus which shall be entered on the minutes.

Alternates shall only vote in place of an absent Board Member from their Network Partner; however alternates will not hold the Officer title of the Board Member they are attending in place of.

***Attendance***

Attendance of all the Board Members is critical at each Board meeting. In the event that a Board Member cannot attend a meeting, alternates are to be present in their place.

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## **Article VI: NETWORK MEMBER GROUP**

### **Section 1: Selection of Network Members**

Each Network Partner shall designate a maximum of four (4) Network Members to the Network Member Group from their Network Partner organizations, at least one of which will be a direct health care provider. In addition, the ESRHN Board may designate additional Network Members to the Network Member Group that are not members or employees of the Network Partners in order to reflect the diversity of the community served by the ESRHN. The Network Member Group and the ESRHN Staff may make recommendations and suggestions of community appointments to the ESRHN Board.

### **Section 2: Network Member Duties and Responsibilities**

General Network Member duties and responsibilities are as follows:

- Attend bi-monthly Network meetings;
- Recommend and advise the ESRHN Board regarding action items;
- Abide by the Board Member Code of Conduct, Article VII below;
- Be available to complete some tasks between meetings, i.e., data gathering, presentation of information, etc.;
- Collaborate on strategic planning for improvements in behavioral health;
- Stay focused on the Vision and Mission statements of ESRHN; and
- Any other duties as the Board may assign.

### **Section 3: Meetings**

The Network Members Group shall meet at a minimum of twice per month at a location determined based on room availability. ESRHN Staff must send an e-mail invitation at least 7 days prior to the meeting to all Network Members.

### **Section 4: Conflict Resolution**

#### ***Policy Statement***

Network Members are encouraged to seek equitable and satisfactory resolution to any conflict through discussion with the person or persons involved, preferably at the first indication of a problem.

Successful resolution of a dispute requires an open and honest exchange of information, a willingness to see a situation from a different perspective, an appreciation for the challenges and expectations of each Network Member and an understanding of the needs of the ESRHN.

### ***Policy Purpose***

The purpose of this policy is to provide an opportunity for any Network Member to resolve disputes concerning the ESRHN and its Network Members.

### ***Steps to Conflict Resolution within ESRHN***

The first step in the dispute resolution process is a meeting between the Network Member and the Rural Health Network Coordinator, or other designated ESRHN Staff member to determine if the issue can be resolved. In the event the Network Member and the Rural Health Network Coordinator or other designated ESRHN Staff are not able to resolve the dispute, the Network Member has the option to request a meeting with the full Network Member Group to facilitate a conversation in search of a resolution. In the event no resolution can be found, the Network Member has the option of resigning their position at an agreed upon date. If the Network Member does not want to resign, but no resolution to the problem has been made after following the above, the ESRHN Board will call a special meeting to vote on whether or not to have the Network Member remain in good status. The decision of the Board will be the final decision. If the Board decides that a Network Member will not remain in good status, or if the Network Member chooses to resign, the Network Partner who appointed that Network Member will appoint another Network Member to fill the vacancy.

### **Article VII: BOARD MEMBER AND NETWORK MEMBER CODE OF CONDUCT**

General expected conduct and behavior of Board Members and Network Members is as follows:

- Arrive on time – end on time;
- Engage in deep listening;
- Avoid being too technical;
- Don't be afraid to ask a question;
- Stay focused on the purpose of the ESRHN;
- Come prepared to make positive contributions to the meetings;
- Contribute to the betterment of the Network/Board;
- Be respectful of other member's views, even if you don't agree;
- Leave politics at the door;
- Show respect and courtesy to each person in attendance;
- Remain professional and courteous during each meeting and while representing the ESRHN at all times;
- Refrain from gossip;
- Avoid "venting" (If you need to vent, do so professionally); and
- Bring a sense of humor and a smile to each meeting.

**Article VIII: FINANCES**

The ESRHN was initially funded by a one-year Planning Grant, with funds available for ESRHN Staff salary, fringe, legal expenses and minimal travel. A one-year no-cost extension was granted by HRSA, allowing ESRHN to continue operating through May 31, 2017 without increased funding.

Network Partners are not required to pay any monetary amounts into the ESRHN, it is understood that TIHP will be the lead fiduciary and that the ESRHN shall be funded by the billable tele-health hours and facility use charges paid by Medi-Cal Managed Care and private insurance companies, as well as any grants received by ESRHN.

As ESRHN develops, any future grants, funding and donations shall be expended in accordance with the budget approved by the ESRHN Board. Any future grant applications on behalf of ESRHN must also be approved by the Board. Any such application that requires a financial or other commitment from a Network Partner(s) must be approved by such Network Partner(s) leadership as well as the ESRHN Board prior to application submittal.

Any expenses, costs, fees, etc. that would require an expenditure or outlay of funds from any Network Partner(s) that the Board agrees upon must be approved by each affected Network Partner's leadership as well as the ESRHN Board prior to the expense being incurred. If any such expenses are approved, they will be shared equally by each Network Partner unless agreed upon differently.

**Article IX: BY-LAWS REVIEW POLICY AND AMENDMENTS**

On a semi-annual basis, the Board will review these Bylaws and make amendments as needed and voted upon by a majority vote. At each review, the Board will consider if any other Network Partners should be added to the ESRHN and amend the Bylaws to reflect the same.

At any time a Board Member, the ESRHN Staff, or any Network Member may propose amendments to these Bylaws and recommend those amendments to the Board for approval at any regularly scheduled Board meeting.

*Written June, 2016  
Revised October 19, 2016*

Certification

The foregoing Eastern Sierra Rural Health Network Bylaws was enacted by the Eastern Sierra Rural Health Network Board on the \_\_\_ day of November, 2016, by a vote of \_\_ for, \_\_ opposed, and \_\_ abstaining, at a duly-called

meeting at which a quorum of the Board was present.

---

Board Chairman

ATTEST:

---

Board Secretary



**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: <b>AGENDA NUMBER</b>
6

**FROM:** Public Works/CAO-Disaster Services

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Approval of Contract Amendment #1 between Michael Baker International and the County of Inyo

**DEPARTMENTAL RECOMMENDATION:**

Request your Board approve Amendment #1 to the contract between the County of Inyo and Michael Baker International, for the provision of professional services in the development of a Multi-Jurisdictional Hazard Mitigation Plan, extending the term of the contract for 12 months, from December 3, 2016 to December 2, 2017, and authorize the Chairperson to sign, contingent upon appropriate signatures being obtained and upon Board approval of future budgets.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

On December 5, 2014, Inyo County was awarded a \$150,010 California Governor's Office of Emergency Services (Cal OES)/Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation (PDM) Grant to prepare a Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). The grant performance period was to run from December 3, 2014 to December 2, 2016. Staff was notified by Cal OES grant management that the draft plan review process at the State and Federal level was taking 6-8 months. Upon receiving this information, the County submitted a 12 month grant extension request to Cal OES. The County was notified on October 27th that the 12 month grant extension had been approved and the performance period will now end December 2, 2017.

Upon the official notification of the award of the PDM Grant, Inyo County prepared and advertised a Request for Proposals (RFP) for the development of the MJHMP. Michael Baker International submitted a proposal and was awarded a 1 year contract for the provision of professional services in the development of the MJHMP for Inyo County. The contract was approved by your Board on December 15, 2015 and is set to expire on December 2, 2016. With the approval of the PDM grant performance period now extended to December 2, 2017, it is necessary to simultaneously extend the contract term of the Michael Baker International contract to also end on December 2, 2017. Looking forward to the State and Federal process of reviewing the plan, it is anticipated that it will be extremely important to continue to use the expertise of Michael Baker International to make any recommended edits and changes. In addition, it will also be necessary to receive assistance with implementation of the plan.

The MJHMP forms the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of repeated disaster damage and subsequent reconstruction. The guidelines for preparing the MJHMP requires an extensive planning process intended to create a community-based framework for risk-based decision making. In addition, the Disaster Mitigation Act of 2000 requires local governments to

develop and submit mitigation plans for FEMA approval, as a condition of receiving Hazard Mitigation Grant Program project grants.

**ALTERNATIVES:**

The Board could elect to not approve the amendment to the Michael Baker International Contract. This is not recommended as the Cal OES grant number 2014-0005 has been awarded to Inyo County and work must be completed by December 2, 2017 and continuity of consultants will be critical to realizing this objective. Failure to create a FEMA approved Hazard Mitigation Plan may jeopardize Inyo County's eligibility to receive federal financial assistance from FEMA in a future emergency situation.

**OTHER AGENCY INVOLVEMENT:**

The projected planning area generally corresponds to the boundaries of Inyo County. Anticipated stakeholders (multiple jurisdictions) include, but are not limited to: the City of Bishop, unincorporated communities, Special Districts, School Districts, Local Tribes, Local Hospitals, State and Federal agencies and contiguous California and Nevada Counties.

**FINANCING:**

Funding for this project is made possible by the FEMA approved grant award administered by Cal-OES, FY14 Pre-Disaster Mitigation Grant #2014-0005, Project #0258, FIPS #027-00000, Supplement #0. The County was awarded \$112,507.00 from FEMA for reimbursement of project costs. The County is required to provide a funding match of \$37,503.00 in the form of in-kind services. Funding has been budgeted in the 2016-2017 Fiscal Year Board Approved Budget under Budget Unit: 610193-Inyo County Multi-Jurisdictional Hazard Mitigation Plan, Object 5265-Professional Services.

**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: <u>yes</u> Date <u>11/7/16</u>
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)   Approved: <u>yes</u> Date <u>11/8/2016</u>
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: \_\_\_\_\_

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
Michael Baker International  
FOR THE PROVISION OF PROFESSIONAL SERVICES  
DEVELOPMENT OF MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Michael Baker International, of Oakland, California (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Professional Services dated December 15, 2015, on County of Inyo Standard Contract No. 141 – FEMA/DHS Grants, for the term from December 15, 2015 to December 2, 2016.

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:

**2. TERM.**

The term of this Agreement shall be from December 15, 2015 to December 2, 2017, unless sooner terminated as provided below.

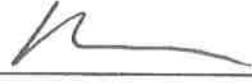
**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
Michael Baker International  
FOR THE PROVISION OF PROFESSIONAL SERVICES  
DEVELOPMENT OF MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

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

COUNTY OF INYO

CONTRACTOR

By: \_\_\_\_\_

By:  \_\_\_\_\_  
Signature

Dated: \_\_\_\_\_

Philip D. Carter  
Type or Print  
Dated: 11-7-16

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
County Counsel

APPROVED AS TO ACCOUNTING FORM:

  
\_\_\_\_\_  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
\_\_\_\_\_  
Director of Personnel Services

APPROVED AS TO RISK ASSESSMENT:

\_\_\_\_\_  
County Risk Manager





**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:
<b>AGENDA NUMBER</b>
7

FROM: Public Works Department

FOR THE BOARD MEETING OF: November 15, 2016

SUBJECT: Amendment No. 2 to the Contract with Eastern Sierra Engineering (ESE) for Engineering Services for Revision of Revegetation Plan

**DEPARTMENTAL RECOMMENDATIONS:**

Request that the Board accept Amendment No. 2 to County of Inyo Standard Contract No. 156 between the County of Inyo and Eastern Sierra Engineering (ESE) to:

1. Increase the amount of the contract \$13,932.60 for a total not to exceed amount of \$139,099.40;
2. Authorize the chairperson to sign, contingent upon the adoption of future budgets.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

Your Board approved the Contract for on-call Architectural and Engineering Consulting Services on August 9, 2016. Your Board also approved the Construction Contract for the Trona Wildrose Roadway Reconstruction and Rehabilitation Project ("Project") to Bowman Asphalt on June 7, 2016. This Project was divided into two phases, Phase I: Paving and Phase II: Revegetation. The first Revegetation Plan submitted by ESE was rejected due to high cost and various environmental concerns. ESE will present a Revised Revegetation Plan, which will address the suggestions given by Caltrans and the County. This Amendment will also provide for one ESE staff member to attend a meeting in Independence, CA to discuss the revision with the County and BLM staff.

**ALTERNATIVES:**

The board could choose not to approve the amendment to the contract. This is not recommended, as the County is required to implement a Revegetation Plan, and the current plan is not usable.

**OTHER AGENCY INVOLVEMENT:**

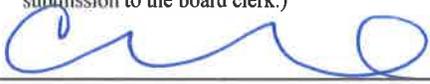
- (1) County counsel to review and approve the amendment.
- (2) Auditor's office to review and approve the amendment, and make payments to the consultant.

**FINANCING:**

The cost for the construction and construction engineering will be paid through budget unit 034600, Road Department, object code 5265, Professional Services, and is included in the FY15/16 and FY16/17 budgets. This Project is reimbursable at the billing rates: construction and construction engineering – 100% Federal funding.

**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 11/3/16

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 11/7/2016

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:**  Date: 11/3/16  
(Not to be signed until all approvals are received)

**AMENDMENT NUMBER 2 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

**WHEREAS**, the County of Inyo (hereinafter referred to as "County") and Eastern Sierra Engineering of Reno, Nevada (hereinafter referred to as "Contractor"), have entered into an Agreement for the provision of engineering services dated August 9, 2016, on County of Inyo Standard Contract No. 156, for the term from August 9, 2016 to August 8, 2019.

**WHEREAS**, County and Consultant 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.

1. Paragraph 3 Subparagraph D, Limit upon amount payable under Agreement, is amended to read as follows:

The total sum of all payments made by the County to Contractor for services and work performed under this agreement, including travel and per diem shall not exceed One Hundred Thirty Nine Thousand Ninety Nine Dollars and Forty Cents (\$139,099.40) (hereinafter referred to as "contract limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed, including travel or per diem, which is in excess of the contract limit.

2. Attachment A to the Contract, Scope of Work, shall be revised to include additional tasks required for the revision of the Revegetation Plan for Trona Wildrose Roadway Reconstruction and Rehabilitation Project, as described in Panorama Environmental's proposal entitled *Amendment to Construction Support Scope and Budget for Trona-Wildrose Road (South of Panamint Valley Road) Project Permanent Restoration—Phase II: Revegetation Plan* which is included in Attachment A2 to the Contract.
3. Eastern Sierra Engineering's fees for the scope of work described in Attachment A2 to the Contract shall be the fees described in Eastern Sierra Engineering's proposal entitled *Amendment to Construction Support Scope and Budget—Revised Revegetation Plan, Trona Wildrose Road (South of Panamint Valley Road)* which is included as Attachment B2 to the Contract.
4. Panorama Environmental has been approved as a subcontractor to Eastern Sierra Engineering.

The effective date of this amendment to the Agreement is October 26, 2016.

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

**AMENDMENT NUMBER 2 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

**COUNTY OF INYO**

**CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED AS TO FORM AND  
LEGALITY:

\_\_\_\_\_  
County Counsel

APPROVED AS TO ACCOUNTING  
FORM:

\_\_\_\_\_  
County Auditor

APPROVED AS TO PERSONNEL  
REQUIREMENTS:

\_\_\_\_\_  
Director of Personnel Services

APPROVED AS TO RISK ASSESSMENT:

\_\_\_\_\_  
County Risk Manager

**ATTACHMENT A2**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

**TERM:**

**FROM:**     AUGUST 9, 2016          **TO:**     AUGUST 9, 2019    

**SCOPE OF WORK:**

The scope of work described in the original Contract, dated August 9, 2016, is revised to include additional tasks required for engineering services for the Trona Wildrose Roadway Reconstruction and Rehabilitation Project. The scope of work for these services shall be in general accordance with in Panorama Environmental's proposal entitled *Amendment to Construction Support Scope and Budget for Trona-Wildrose Road (South of Panamint Valley Road) Project Permanent Restoration—Phase II: Revegetation Plan*, dated September 13, 2016 which is included in Attachment A2 to this amendment. Panorama Environmental is an approved subcontractor of Eastern Sierra Engineering.



CIVIL ENGINEERING &amp; CONSTRUCTION SERVICES

main: 775.828.7220  
 fax: 775.828.7221  
 4515 Towne Drive  
 Reno, NV 89521-9696  
 www.esengr.com

October 21, 2016

16.1.21

Cap Aubrey  
 Engineering Assistant  
 Inyo County Public Works Department  
 P.O. Box Q  
 Independence, CA 93526

**Amendment to Construction Support Scope and Budget  
 Revised Revegetation Plan  
 Trona Wildrose Road (South of Panamint Valley Road)– Inyo County, CA**

Dear Cap,

Eastern Sierra Engineering (ESE) is pleased to submit this proposal for the revisions to the revegetation plan for the Trona Wildrose Project South of Panamint Valley Road in Inyo County. The proposed work will be performed by our subconsultant Panorama Environmental (proposal dated 9/13/16 attached).

ESE proposes to complete the services as outlined in this proposal on a time and materials not-to-exceed basis by task as shown below:

Task Description	Estimated Fees
Revised Revegetation Plan	\$13,932.60
<b>Total (not-to-exceed)</b>	<b>\$13,932.60</b>

We trust this provides the information you require at this time. Please do not hesitate to contact me at (775) 828-7220 extension 201 if you have any questions or require additional information.

Sincerely,  
**Eastern Sierra Engineering, P.C.**

Shawn W. Jenkins, P.E.  
 Principal Engineer

Attachments: Panorama Proposal Dated September 13, 2016



September 13, 2016

Mr. Mike Collins, Project Manager  
Eastern Sierra Engineering  
4515 Towne Drive  
Reno, NV 89521

**Subject: Amendment to Construction Support Scope and Budget for Trona-Wildrose Road (South of Panamint Valley Road) Project Permanent Restoration – Phase II: Revegetation Plan**

Dear Mr. Collins,

Panorama Environmental, Inc. (Panorama) has prepared the following scope and budget to support the Inyo County Public Works Department (County) during permanent restoration of the Trona-Wildrose Road (South of Panamint Valley Road) Project. Panorama understands that the County and the California Department of Transportation (Caltrans), on behalf of the Federal Highway Administration (FHWA), have divided the permanent restoration activities into two phases, Phase I: Paving and Phase II: Revegetation. This scope of work and budget have been prepared to provide support to the County for Phase II: Revegetation and it includes revising the previously prepared and approved Revegetation Plan. The revised Revegetation Plan will require Caltrans, U.S. Bureau of Land Management (BLM), and California Department of Fish and Wildlife (CDFW) re-approval.

## **SCOPE OF WORK**

### **Task 1: Revise Revegetation Plan**

A Revegetation Plan was prepared in January 2015 for the Trona-Wildrose Road Project. Although the Revegetation Plan was approved by Caltrans and CDFW, elements of the Plan are now infeasible due to limitations on seed and vegetative debris collection on BLM-managed lands. The cost of implementing the plan is uneconomical due to the number of micro-depressions and hummocks needed. Caltrans and the County have suggested the following revisions to the Revegetation Plan:

- Vertical mulch will only be used as a future remediation measure and will not be implemented during the initial site restoration activities
- Hummocking or a berm will be used to keep vehicles out of the restoration area
- Reseeding with commercially available seed is not desirable. Reseeding would only occur as a future remediation measure and could include hand harvesting local seed, if needed
- Placement of large boulders at either end of the haul road is desirable; however, no boulders will be added throughout the revegetation area

- Decompaction will occur in all disturbed areas not delineated as Waters of the State or delineated with ESA fence
- Shallow furrows will be constructed at approximately 45 degrees to the road generally in the natural flow path of water

The Revegetation Plan will be revised to address County and Caltrans suggestions, as listed here. The revised Revegetation Plan will be provided to ESE, Inyo County, Caltrans, BLM, and CDFW for review and comment. This task assumes up to three rounds of review and comments before approval.

#### **Task 2: Meeting with Caltrans and BLM to Discuss Revegetation Plan**

One staff member from Panorama will attend one meeting in Independence or Trona, California to discuss the revised Revegetation Plan with the County and BLM staff and to obtain agency concurrence on the proposed changes.

### **DELIVERABLES**

Table 1 provides a list of deliverables by task.

**Table 1: Deliverables**

Task	Deliverable
Task 1: Revise Revegetation Plan	<ul style="list-style-type: none"> <li>• 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> draft Revised Revegetation Plan</li> <li>• Final Revegetation Plan</li> </ul>
Task 2: Meeting with Caltrans and BLM	<ul style="list-style-type: none"> <li>• Meeting Notes</li> </ul>

### **ASSUMPTIONS**

This scope of work assumes the following:

- All draft deliverables will be provided as an electronic copy and client edits will be provided electronically
- Final deliverables will be submitted electronically
- One meeting in Inyo County is included in this scope of work, attended by one staff member
- This scope includes up to three revisions to the Revised Revegetation Plan
- It is assumed that Caltrans Landscape Architect will provide oversight during revegetation implementation; this scope does not include Panorama oversight of the construction contractor during implementation

**SCHEDULE AND BUDGET**

Panorama is available to begin work under this scope of work upon receipt of contract amendment or notification to proceed assuring funding for approved tasks. Table 2 provides a budget for each task.

**Table 2: Budget**

Task	Budget
Task 1: Revise Revegetation Plan	\$5,710
Task 2: Meeting with Caltrans and BLM	\$6,770
<b>Total:</b>	<b>\$12,666</b>

**ATTACHMENT B2**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

**TERM:**

**FROM:** AUGUST 9, 2016      **TO:** AUGUST 9, 2019

**SCHEDULE OF FEES:**

Eastern Sierra Engineering's fees for the scope of work described in Attachment A2 to the Contract shall be the fees described in the Estimated Cost Summary table in Eastern Sierra Engineering's proposal entitled *Amendment to Construction Support Scope and Budget—Revised Revegetation Plan, Trona Wildrose Road (South of Panamint Valley Road, dated October 21, 2016, which is included as Attachment B2 to Amendment No. 2.*

Payment for the rates and costs identified herein shall constitute full compensation for providing all services, labor, equipment, materials, and other incidentals necessary to perform all work described in Attachment A, *Scope of Work.*

The fee summary shown in Attachment B2 is an estimate of probable costs, and is presented for information only. The actual costs billed may differ, depending on the actual number of hours and actual direct costs incurred by the consultant. The total compensation to be provided shall not exceed the total Contract amount, subject to such adjustments as may be made by properly approved amendments.



**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

8

FROM: Public Works Department

FOR THE BOARD MEETING OF: November 15, 2016

SUBJECT: Award of the construction contract for the Inyo County Buildings Flooring Project

**DEPARTMENTAL RECOMMENDATIONS:** Request that the board:

- A. Award the construction contract for the base bid and additive bid item #1 for the project to Michael Flooring Inc. of Bakersfield, California, in the amount of \$149,513.00; and,
- B. Do not award the construction contract additive bid item #2 bid for the project to Michael Flooring Inc. of Bakersfield, California, in the amount of \$112,945.00 due to funding constraints; and,
- C. Authorize the chairperson to execute the contract; contingent upon obtaining appropriate signatures; and,
- D. Authorize the Public Works Director to execute all other contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable law.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:** At the September 6, 2016 meeting of the Board of Supervisors, the board approved the plans and specification for the Inyo County Buildings Flooring Project, and authorized the public works director to advertise for bids for the project.

This project consists of complete removal and disposal of existing flooring, asbestos abatement, and installation of new flooring in the Annex Building (located at 168 N. Edwards St., Independence, CA). Additional work is described in this bid package as "Additive Bid Items" and consists of removing and replacing existing flooring in the South Street Building (located at 207 W. South Street, Bishop, CA). Also included in the scope of work is the necessary moving/relocating of office furniture, and fixtures to allow for flooring removal and installation.

Public Works desires to replace the entire flooring at the Annex Building (base bid and additive bid item #1) as the existing flooring contains tripping hazards and asbestos.

Due to funding constraints, Public Works intends to replace the flooring at the South Street Building at a later date (additive bid item #2).

On Friday, October 28, 2016, bids were opened for the Inyo County Buildings Flooring Project. One (1) company submitted a bid:

Micheal Flooring Inc.

\$108,428.00 (Base Bid)  
\$41,085 (Additive Bid Item #1)  
\$112,945 (Additive Bid Item #2)

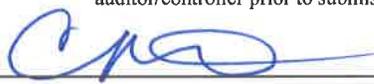
**ALTERNATIVES:**

The Board could reject all bids. This is not recommended because the Inyo County Annex Building flooring currently contains tripping hazards and asbestos.

**OTHER AGENCY INVOLVEMENT:**

The auditor's office to make payments to the contractor after the contract is awarded  
County counsel to review and approve contract documents.

**FINANCING:** This project is funded the Deferred Maintenance Budget 011501, object code 5191 Maintenance of Structures.”

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: <u>yes</u> Date <u>11/1/16</u>
AUDITOR/CONTROLLER	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor/controller prior to submission to the board clerk.)  Approved: <u>yes</u> Date <u>11/1/2016</u>
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: 11/2/16

**COUNTY OF INYO BID TABULATION**

**Project Title & Bid No.** Annex Buidln Flooring Project ZP 16-001

**Bid Opening Date:** 10/28/16 **Location:** County Admin Center

	BIDDER NAME	Base Bid	Bid Additive A	Bid Additive B	Bid Additive C	Total Base Bid and Additives	B o n d
1	micheal Flooring Inc.	108,428	41,085	112,945			X
2							
3							
4							
5							
6							
7							
8							
9							
10							

**Opened By:** Darcy Ellis

**Present:** Travis Dean

Cap Aubrey

Diny Matthew





**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

9

FROM: Public Works Department

FOR THE BOARD MEETING OF: November 15, 2016

SUBJECT: Resolution and Notice of Completion for the Ed Powers Bicycle Lanes Project

**DEPARTMENTAL RECOMMENDATIONS:**

1. Recommend your Board approve the resolution accepting the improvements for the Ed Powers Bicycle Lanes Project; and,
2. Authorize the recording of a Notice of Completion for the Ed Powers Bicycle Lanes Project.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:** At the March 8, 2016 meeting of the Board of Supervisors, your Board awarded the construction contract for the Ed Powers Bicycle Lanes Project to Spiess Construction Co. of Santa Maria, California in the amount of \$488,204.25. The final construction contract amount (not including construction engineering/inspection) is \$498,744.91.

Spiess Construction Co. of Santa Maria, California recently completed construction of the Ed Powers Bicycle Lanes Project. The project work consisted of widening the roadway, installing 4'-wide bicycle lanes on both sides of the roadway, painting bicycle lanes striping and marking, and installing bicycle lane signage on Ed Powers Road between Highway 395 and Highway 168.

On October 20, 2016 the final inspection was performed and the improvements were determined to be complete to the satisfaction of the Public Works Director. Accordingly, the Director is requesting that the Board adopt the attached Resolution, which accepts the completed improvements and authorizes the Public Works Director to record a Notice of Completion for the project.

In addition to formally accepting the work, the Notice of Completion begins the period during which stop notices may be placed against the work. In the event that no stop notices are filed, the retention shall be returned to the contractor.

**ALTERNATIVES:** The Board could choose not to approve the resolution. Consequently, the project would not be formally accepted and the Notice of Completion could not be filed. Choosing not to approve the Resolution is not recommended because it will extend the period during which stop notices can be submitted and will delay the release of retention to the Contractor.

**OTHER AGENCY INVOLVEMENT:** County Counsel has reviewed the resolution. The County Auditor's office will pay the retention currently being withheld.

**FINANCING:** The cost of the construction contract will be paid through budget unit 034601 State Funded Roads Projects, object code 5738, Ed Powers Bike Lanes, which is included in the 2015-2016 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: <u>yes</u> Date <u>11/1/16</u>
AUDITOR/CONTROLLER	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor/controller prior to submission to the board clerk.)
	
	Approved: <u>yes</u> Date <u>11/1/2016</u>
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: \_\_\_\_\_

**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

**Inyo County Public Works Department  
P. O. Drawer Q  
Independence, CA 93515**

The area above this line is for Recorder's Use

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. A work of improvement known as the Ed Powers Bicycle Lanes Project on the property hereinafter described was completed on October 20<sup>th</sup>, 2016 and was accepted by the Inyo County Board of Supervisors on \_\_\_\_\_.
2. The property on which the Ed Powers Bicycle Lanes Project has been completed is located on Ed Powers Road in Bishop, CA.
3. The County of Inyo, a political subdivision of the State of California, the address of which is 224 North Edwards Street, P.O. Drawer N, Independence, CA 93526, owns and maintains Ed Powers Road.
4. The undersigned Clint Quilter is the Director of Public Works of the County of Inyo and has been duly authorized pursuant to Resolution adopted November 10, 2015, by the Board of Supervisors of the County of Inyo to execute and file this Notice of Completion.
5. The name of the original contractor that constructed the Ed Powers Bicycle Lanes Project pursuant to contract with the owner is Spiess Construction Co. of Santa Maria, California.

Pursuant to the contract, the contractor was required to furnish all labor, materials, methods or processes, implements, tools, machinery, equipment, transportation services, and all other items and related functions that are necessary or appurtenant to construct the project designated in the contract.

COUNTY OF INYO

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Clint Quilter, Director of Public Works



RESOLUTION #2016 - \_\_

A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE  
COUNTY OF INYO, STATE OF CALIFORNIA  
AUTHORIZING THE RECORDING OF A NOTICE OF COMPLETION  
FOR THE  
ED POWERS BICYCLE LANES PROJECT

WHEREAS, Clint Quilter, Director of the Public Works Department of the County of Inyo, has determined that the Ed Powers Bicycle Lanes Project has been completed by Spiess Construction Co, of Santa Maria, California in accordance with the Project Plans and Specifications.

NOW, THEREFORE, BE IT RESOLVED, that the Director of Public Works is hereby authorized and directed to sign and file with the County Recorder a separate Notice of Completion pertaining to the Ed Powers Bicycle Lanes Project.

Passed, approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Chairperson, Board of Supervisors

ATTEST:

Kevin Carunchio, Clerk

by \_\_\_\_\_  
Assistant Clerk of the Board



**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

10

FROM: Public Works Department

FOR THE BOARD MEETING OF: November 15, 2016

SUBJECT: Ratify Amendment No. 1 to the Contract with Eastern Sierra Engineering (ESE) for engineering services

**DEPARTMENTAL RECOMMENDATIONS:**

Request Board Ratify Amendment No. 1 to County of Inyo Standard Contract No. 156 between the County of Inyo and Eastern Sierra Engineering (ESE) to:

1. Increase the amount of the contract \$41,836.00 for a total not to exceed amount of \$125,166.80;
2. Amend the scope of work to provide for additional services.
3. Amend the schedule of fees applicable to the additional services.
4. Authorize the chairperson to sign, contingent upon the adoption of future budgets and obtaining appropriate signatures.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

Your Board approved the Contract for on-call Architectural and Engineering Consulting Services on August 9, 2016. Your Board also approved the Construction Contract for the Dehy Park Phase II Improvement Project to Spiess Construction on June 7, 2016. Public Works needs to hire a consultant to provide material testing and archaeological monitoring services for the Project. Construction on the Dehy Park Phase II Improvement Project is scheduled to begin October 17, 2016.

**ALTERNATIVES:**

The board could choose not to approve the amendment to the contract. This is not recommended, as the County is required to provide a consultant to execute material testing and archaeological monitoring service in order to confirm quality construction of the project.

**OTHER AGENCY INVOLVEMENT:**

- (1) County counsel to review and approve the amendment.
- (2) Auditor's office to review and approve the amendment, and make payments to the consultant.

**FINANCING:**

The cost for the construction and construction engineering will be paid through budget unit 670105, Dehy Park Grant Programs, object code 5265, Professional and Special Services. This Project is reimbursable at the billing rates: construction and construction engineering – 100% Federal funding.

**APPROVALS**

<b>COUNTY COUNSEL:</b>	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: <u>yes</u> Date <u>11/3/16</u>
<b>AUDITOR/CONTROLLER</b>	ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor/controller prior to submission to the board clerk.)  Approved: <u>yes</u> Date <u>11/7/16</u>
<b>PERSONNEL DIRECTOR</b>	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:**  Date: 11/9/16  
(Not to be signed until all approvals are received)

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Eastern Sierra Engineering of Reno, Nevada (hereinafter referred to as "Contractor"), have entered into an Agreement for the provision of engineering services dated August 9, 2016, on County of Inyo Standard Contract No. 156, for the term from August 9, 2016 to August 8, 2019.

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.

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

1. Paragraph 3 Subparagraph D, Limit upon amount payable under Agreement, is amended to read as follows:

The total sum of all payments made by the County to Contractor for services and work performed under this agreement, including travel and per diem shall not exceed One Hundred Twenty Five Thousand One Hundred Sixty Six Dollars and Eighty Cents (\$125,166.80) (hereinafter referred to as "contract limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed, including travel or per diem, which is in excess of the contract limit.

2. Attachment A to the Contract, Scope of Work, shall be revised to include additional tasks required for engineering services for the Dehy Park Phase II Improvement Project. The scope of services and estimated fee for these services shall be in general accordance with Eastern Sierra Engineering's proposal entitled *Engineering Services to include Materials Testing and Archaeological Monitoring Services Dehy Park Improvement Project Phase II* dated October 7, 2016 which is included in Attachment A1 to this amendment..
3. Eastern Sierra Engineering's fees for the scope of work described in Attachment A1 to the Contract shall be the fees described in Eastern Sierra Engineering's proposal entitled *Engineering Services to include Materials Testing and Archaeological Monitoring Services Dehy Park Improvement Project Phase II* which is included as Attachment B1 to the Contract.
4. Panorama Environmental has been approved as a subcontractor to Eastern Sierra Engineering.

The effective date of this amendment to the Agreement is October 10, 2016.

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

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

**COUNTY OF INYO**

**CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED AS TO FORM AND  
LEGALITY:

\_\_\_\_\_  
County Counsel

APPROVED AS TO ACCOUNTING  
FORM:

\_\_\_\_\_  
County Auditor

APPROVED AS TO PERSONNEL  
REQUIREMENTS:

\_\_\_\_\_  
Director of Personnel Services

APPROVED AS TO RISK ASSESSMENT:

\_\_\_\_\_  
County Risk Manager

**ATTACHMENT A1**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

**TERM:**

**FROM:**     AUGUST 9, 2016          **TO:**     AUGUST 9, 2019    

**SCOPE OF WORK:**

The scope of work described in the original Contract, dated August 9, 2016, is revised to include additional tasks required for engineering services for the Dehy Park Phase II Improvement Project. The scope of services and estimated fee for these services shall be in general accordance with Eastern Sierra Engineering's proposal entitled *Engineering Services to include Materials Testing and Archaeological Monitoring Services Dehy Park Improvement Project Phase II* dated October 7, 2016 which is included in Attachment A1 to this amendment.



main: 775.828.7220  
fax: 775.828.7221  
4515 Towne Drive  
Reno, NV 89521-9696  
www.esenr.com

October 7, 2016

Travis Dean  
Engineering Assistant  
Inyo County Public Works Department  
P.O. Box Q  
Independence, CA 93526

**Engineering Services to include Materials Testing and Archaeological Monitoring Services  
Dehy Park Improvement Project Phase II**

Dear Mr. Dean,

Eastern Sierra Engineering (ESE) is pleased to submit this proposal for Engineering Services to include Materials Testing and Archaeological Monitoring Services associated with the Dehy Park Improvement Phase II Project in Independence, California. The project generally consists of the expansion of the existing Dehy Park, which includes clearing existing vegetation and trees on land adjacent to the developed area of the park, demolition of existing parking lot, construction of a new parking lot, installation of a new pedestrian footbridge, construction of new sidewalk and curb, construction of a curb ramp, construction of a concrete pedestrian path and parking lot striping. The plans and specifications dated 6/30/15 were produced and approved by Inyo County. We understand the County would like ESE to provide Material Testing and Archaeological Monitoring. Archaeological monitoring will be provided by G2 Archaeology as a sub-consultant to Panorama Environmental (Scope is attached). We propose the following scope of services for the project.

**Scope of Services**

ESE will provide the following scope of services during the construction of the project.

**Material Testing:**

- Technician will be on-site for material testing for approximately 20 days of the 75 working day contract.
- Obtain samples of materials to verify conformance to the project specifications, and to establish laboratory values for optimum moisture and maximum density for soils, aggregates, and other material requiring density testing.
- Sample and test the Asphalt Concrete during placement in accordance with the new Section 39 Specifications for "Standard" HMA construction process.
- Sample and test Portland cement concrete in accordance with Caltrans Standard Specifications

Archaeological Monitoring

- G2 Archaeology (G2) will provide an Archaeological Monitor (AM) and Native American Monitor (NAM) for Phase II Construction work at Dehy Park; prepare an Archaeological Monitoring report at the close of monitoring effort and complete any revisions requested by Inyo County, Caltrans, and/or the State Office of Historic Preservation; and assume all costs for the processing, cataloguing, and museum curation of any artifacts recovered and analyzed during monitoring work.

Engineering Fees

ESE proposes to complete the services as outlined in this proposal on a time and materials not-to-exceed basis by task as shown below:

<b>Task Description</b>	<b>Estimated Fees</b>
<b>Material Testing</b>	\$21,040.00
<b>Archaeological Monitoring</b>	\$20,796.00
<b>Total (not-to-exceed)</b>	<b>\$41,836.00</b>

Please see the attached spreadsheet for a detailed estimate of our engineering fees. The estimated not-to-exceed amount would not be surpassed without your written authorization. Additional work outside the above outlined scope of work shall be billed according to the attached Schedule of Charges.

We trust this provides the information you require at this time. Please do not hesitate to contact me at (775) 828-7220 extension 201 if you have any questions or require additional information.

Sincerely,  
**Eastern Sierra Engineering, P.C.**



Shawn W. Jenkins, P.E.  
 Principal Engineer

Attachments: Estimated Construction Engineering Fee  
 Panorama Environmental Scope and Budget dated 10/6/16



October 6, 2016

Shawn Jenkins  
Project Manager  
Eastern Sierra Engineering  
4515 Towne Drive  
Reno, Nevada 89521

**Subject: Scope and Budget for the Dehy Park Phase II Construction Monitoring Project**

Dear Mr. Jenkins:

Panorama Environmental, Inc. (Panorama) has prepared the following scope and budget for the Dehy Park Phase II Construction Monitoring Project (project) to conduct archaeological monitoring and to prepare a monitoring report.

**Project History**

Archaeological site CA-INY-5761/H extends across the majority of Dehy Park and into adjacent private parcels. The CA-INY-5761/H site has been determined eligible for listing in the National Register of Historic Places (NRHP) and as such has been subjected to archaeological testing and data recovery work in order to resolve adverse effects from construction. Although impacts to the site are considered resolved as a result of archaeological data recovery, there is a reasonable likelihood that scientifically significant, potentially NRHP-eligible cultural resources such as human remains, archaeological features, and/or discrete, undisturbed artifact deposits lie buried and undiscovered within the vertical Area of Potential Effect (APE) of Phase II Construction. As described in the data recovery plan for CA-INY-5761/H, and in the Memorandum of Agreement (MOA) between Caltrans and the State Historic Preservation Office, the exposure and identification of any potentially NRHP-eligible resource at or previously unknown component of CA-INY-5761/H during Phase II construction would constitute a "Late Discovery" requiring additional archaeological data recovery effort to resolve any potential adverse effects.

**Archaeological Monitoring**

G2 Archaeology (G2) will provide an Archaeological Monitor (AM) and Native American Monitor (NAM) for Phase II Construction work at Dehy Park; prepare an Archaeological Monitoring report at the close of monitoring effort and complete any revisions requested by Inyo County, Caltrans, and/or the State Office of Historic Preservation; and assume all costs for the processing, cataloguing, and museum curation of any artifacts recovered and analyzed during monitoring work.

**Monitoring the Dehy Park Site**

The monitors will be responsible for observing all earth-moving activities during construction in order to prevent inadvertent damage to any as yet unknown or unidentified components of CA-INY-5761/H that may be of significance to the NRHP eligibility of the site. Monitoring will be

conducted in all parts of the horizontal APE wherever earth-moving activities occur. Monitoring is expected to occur for up to 10 consecutive days.

The monitors will follow the path of earth-moving equipment or the efforts of excavating hand-crews in order to examine backdirt, trench sidewalls, and other exposures. The monitors may elect to screen volumes of backdirt or request entry to large or deep trenches in order to more carefully examine stratigraphic profiles. Both of these situations will require a temporary delay or stoppage of excavation until a possible find can be identified. Once a find is determined to be insignificant, construction can proceed normally.

The monitors will be looking for evidence of:

1. "Time-sensitive" or "diagnostic" prehistoric or historic Native American artifacts (e.g., projectile points, beads, pottery)
2. Diagnostic, historic Euro-American artifacts (coins; items with maker's marks)
3. Buried prehistoric features (e.g., rock hearths) or historic Euro-American features (e.g., privies, refuse pits, structural foundations)
4. Buried human interments (Native American or Euro-American)
5. Buried cultural deposits (prehistoric or historic) that appear to be substantial, intact, and horizontally/vertically discrete

Finds considered to be significant could be those identified in 3 through 5 of the list above. During monitoring, G2 proposes to collect any rare or diagnostic artifacts (given approval by the NAM) for analysis and eventual curation that are deemed by the G2 Principal Investigator to offer important information with which to alter or help revise the overall chronology and general interpretation of the site. These finds would be plotted using a GPS receiver and secured for transport to the G2 laboratory in Reno, Nevada. All recovered artifacts would be analyzed in accordance with industry standards using methods and techniques outlined in the data recovery report.

The AM will compile daily notes regarding excavation procedures, findings, and any other pertinent observations (soil conditions, visibility, etc.). Copies of these notes will be made available to any of the interested parties at any time upon request, and in sum at the conclusion of the monitoring effort.

Should any cultural resource be discovered during construction that is deemed a potentially significant, NRHP-contributing element, the AM will determine whether or not project construction will have an effect on that resource. If it is perceived that construction will affect the resource, G2 will notify Caltrans that a potentially significant find has been made. Depending on the nature of the find, it may be necessary to halt construction in a portion of the APE (e.g., 50-foot radius from the position of the find) until the process to determine a Finding of Effect can be completed.

### **Monitoring Report**

G2 will prepare a draft and final Archaeological Monitoring report after construction is complete. The report will be reviewed by the County, Caltrans, and the Fort Independence Paiute Tribe.

Once the report is approved, all original field notes and any recovered artifacts will be curated with the existing archaeological collection from CA-INY-5761/H housed at California State University, Sacramento.

### Coordination

This task includes additional time for Panorama to coordinate with Inyo County and G2 Archaeology.

### Assumptions

**Table 1 Budget Amendment Tasks**

Task	Cost
<b>Archaeological Monitoring (G2)</b>	
Task 1 Project Management and Administration	\$400.00
Task 2 Monitoring	\$13,780.00
Task 3 Monitoring Report	\$3,790.00
<i>Subtotal</i>	\$17,970.00
<b>Coordination (Panorama)</b>	
Oversight and County Coordination	\$690.00
<b>TOTAL Budget Augment</b>	<b>\$18,660.00</b>

The total augment requested is \$18,660. We look forward to successful completion of this project.

Sincerely,



Tania Treis

**ATTACHMENT B1**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
EASTERN SIERRA ENGINEERING (ESE)  
FOR THE PROVISION OF ENGINEERING SERVICES**

**TERM:**

**FROM:**     AUGUST 9, 2016          **TO:**     AUGUST 9, 2019    

**SCHEDULE OF FEES:**

Eastern Sierra Engineering's fees for the scope of work described in Attachment A1 to the Contract shall be the fees described in the Estimated Cost Summary table in Eastern Sierra Engineering's proposal entitled *Engineering Services to include Materials Testing and Archaeological Monitoring Services Dehy Park Improvement Project Phase II*, dated October 7, 2016, which is included as Attachment B1 to Amendment No. 1.

Payment for the rates and costs identified herein shall constitute full compensation for providing all services, labor, equipment, materials, and other incidentals necessary to perform all work described in Attachment A1, *Scope of Work*.

The fee summary shown in Attachment B1 is an estimate of probable costs, and is presented for information only. The actual costs billed may differ, depending on the actual number of hours and actual direct costs incurred by the consultant. The total compensation to be provided shall not exceed the total Contract amount, subject to such adjustments as may be made by properly approved amendments.

**Inyo County  
Dehy Park Phase II Project  
Estimated Construction Engineering Fee**

Task Description		Principal Engineer (\$135/hr)	Project Engineer (\$105/hr)	Senior Tech - Prevailing (\$120/hr)	Expenses	Sub-consultant
<b>Materials Testing</b>		4				
Technician on site for 20 days (8 hours per day)				160		
Material Testing (AC, PCC and Soils Testing)					\$ 1,300.00	
Hours Subtotal		4		160		
Labor Costs		\$ 540.00	\$ -	\$ 19,200.00		
Non Labor Costs					\$ 1,300.00	
Non Labor Markup (10%)						\$ -
<b>Subtotal Material Testing</b>	<b>\$ 21,040.00</b>					
<b>Archaeological Monitoring</b>		2				\$ 18,660.00
Hours Subtotal		2				
Labor Costs		\$ 270.00	\$ -	\$ -		
Non Labor Costs					\$ -	\$ 18,660.00
Non Labor Markup (10%)						\$ 1,866.00
<b>Subtotal Archaeological Monitoring</b>	<b>\$ 20,796.00</b>					
<b>Project Total</b>	<b>\$ 41,836.00</b>					





**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerks Use Only
AGENDA NUMBER
11

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

FROM: **Sheriff's Bill Lutze**

FOR THE BOARD MEETING OF: **November 15, 2016**

SUBJECT: Request to fill vacant Sheriff Administrative Assistant position

**DEPARTMENTAL RECOMMENDATION:**

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

- A. The funding for the Sheriff Administrative Assistant comes from the General Fund, and sufficient funds exists in the Sheriffs general budget, as certified by the Sheriff, and concurred with by the County Administrator, and the Auditor Controller; and
- B. Where sufficient internal candidates may meet the qualifications for the position, and the position represents a promotional opportunity, it is appropriate to first attempt to fill the position through a closed countywide recruitment; and
- C. Approve the hiring of one Sheriff Administrative Assistant at Range 70 (\$4,391 - \$5,341) up to Step D, depending upon qualifications; and,
- D. If the closed, countywide recruitment results in hiring a candidate within the Sheriff's Office, authorize hiring to backfill the vacancy created by the promotion; and,
- E. If the closed countywide recruitment results in hiring a candidate from another County department, authorize the position being filled, on a temporary and overlapping basis beginning in November 17, 2016, and continuing until but no longer than December 30, 2106 when the incumbent retires by approving a change in Authorized Staffing for the Sheriff's Office by adding an Sheriff Administrative Assistant (Range 70) to the Authorized Strength for the Sheriff's Office effective November 17, 2016 and deleting a Sheriff Administrative Assistant (Range 70) effective December 30, 2016.
- F. .

**CAO RECOMMENDATION:**

As noted in similar Agenda Requests in the past, the longstanding policy of the Board of Supervisors and this Office, when a vacancy in an authorized position is anticipated, to not allow a department to fill the authorized position vacancy until the position is vacated. While overlapping or job shadowing can sometimes be warranted and desirable, it is not a practice – particularly for long periods of time – the County can routinely afford.

Furthermore, allowing such overlap in positions creates a situation where the authorized strength must be temporarily changed to accommodate two persons filling one positions; essentially two positions for need to be created for the position in which the job shadowing is requested. County Code Section 2.08.040(E) sets forth a policy whereby no new positions are to be created or filled in any fiscal year after adoption of the County Budget, unless made necessary by unforeseen or unanticipated emergencies and recommended by the County Administrator.

In this instance, consistent with County Code, I support the department's request to change it the department's Authorized Strength, on a temporary basis, **if the position is filled from a candidate outside the Sheriff's Office,**

by adding an Administrative Assistant to the Sheriff's Authorized staffing effective November 17, 2016, and deleting an Administrative Assistant in the Sheriff's Authorized Staffing effective December 30, 2106.

By not filling the position until November 17th, the duration of the overlap in the positions will be of limited duration. Furthermore, the retiring incumbent possesses institutional knowledge critical to department operations. So, for improving efficiency of department operations, I support the change in Authorized Staffing associated with changing job titles, and for continuity of institutional knowledge in the office, and in light of the short duration of the request (likely less than 45-days), I support the department's request to change temporarily change the Authorized Strength to allow for job shadowing if a candidate is selected from outside of the department.

**SUMMARY DISCUSSION:**

The current Sheriff Administrative Assistant has turned in her notice of retirement effective December 30, 2016. We are in the process of testing and interviewing for this position through a closed, countywide recruitment. As such, it may be feasible and desirable to have the new Assistant begin as early as November 17<sup>th</sup>. This position is an essential position to the Sheriff's Office as the front line support for the Sheriff, is responsible for all department budgets, and the fiscal & administrative duties for the Sheriff's administration. The current Assistant possesses institutional knowledge critical to the Sheriff's operations. If we hire a candidate from another department, allowing the candidate to shadow the incumbent Assistant for no more than six weeks will provide efficiency of the Department's operations, especially with Mid-year right around the corner. By allowing the "dual" position, the current Assistant will be able to familiarize and train the new person that will create a smoother transition for the department.

**ALTERNATIVES:**

Deny filling the Sheriff Administrative Assistant position, or the request for overlapping the position if someone is hired from outside the department.

**OTHER AGENCY INVOLVEMENT:**

Auditor  
Personnel

**FINANCING:**

This Sheriff Administrative Assistant position is included in the board approved 2016-2017 Sheriff's General budget 022700, and there is sufficient savings from current vacant positions to cover the increase.

**APPROVALS**

COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS <i>(Must be reviewed and approved by county counsel prior to submission to the board clerk.)</i>  Approved: _____ Date _____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS <i>(Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)</i>   Approved: <u>yes</u> Date <u>11/8/2016</u>
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS <i>(Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)</i>   Approved: <u>✓</u> Date <u>11/8/16</u>

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



Date: 11-8-16



**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerk's Use Only:  
AGENDA NUMBER

12

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

**FROM:** WATER DEPARTMENT

**FOR THE BOARD MEETING OF:** NOVEMBER 15, 2016

**SUBJECT:** APPROVAL OF 2015-2016 LORP ANNUAL ACCOUNTING REPORT

**DEPARTMENTAL RECOMMENDATION:**

Request approval of the 2015-2016 LORP Annual Accounting Report

**SUMMARY DISCUSSION:**

The Agreement Between the County of Inyo and the City of Los Angeles Department of Water and Power Concerning Operation and Funding of The Lower Owens River Project (Post Implementation Agreement), which was adopted by the City of Los Angeles Board of Water and Power Commissioners on May 18, 2010, by Resolution 010-323, and approved by the Inyo County Board of Supervisors on June 8, 2010, requires an annual accounting report that describes the work performed pursuant to the previous year's approved Lower Owens River Project (LORP) Work Plan and Budget (Work Plan), and the costs incurred by each Party in performing such work shall be submitted to the governing board of each Party or the Party's designee by October 31. The accounting report will identify the difference, if any, between the actual costs incurred by each Party and the actual work performed by each Party as compared to the costs and work for that Party that were identified in that year's approved Work Plan (Section II.J.3.a).

The primary purpose of the LORP Annual Accounting Report is to provide a basis for which to estimate time and expenses for the next fiscal year work plan and accounting. Under the Post Implementation Agreement, the County of Inyo (County) and the Los Angeles Department of Water and Power (LADWP) are jointly responsible for the costs and activities specified in PIA Section II.J.3.b. If a Party fully performs the share of the work allocated to it in the annual LORP Work Plan that party is in compliance with the Post Implementation Agreement. Further, there shall be no reconciliation of hours or costs even if an annual accounting report or audit show that the Party expended more time in performing the work than was estimated. An exception to this rule allows reconciliation for contract work that was performed for less than the amount budgeted. In this case, to reconcile the change with the approved budget, the accounting report will specify whether a payment should be made by LADWP to the County or whether the County should make a payment to LADWP. The Accounting Report will specify the account to be credited / debited (Post Implementation LORP Credit and/or LORP Trust Account).

The 2015-2016 work plan, adopted by the Inyo/LA Technical Group on February 12, 2015, identifies tasks to be carried out by the MOU Consultant, Hydrologic Monitoring, Biological and Water Quality Monitoring, Operations and Maintenance, and Range Monitoring. All tasks identified in the Work Plan were satisfactorily completed. Both Inyo County and LADWP fully performed work assignments identified in the Work Plan. Some adaptive management tasks were not performed due to fire restrictions, and the extent of Hydrologic Monitoring was limited by drought and resulting lack of a seasonal habitat flow, so an imbalance in labor and expenditures did occur, but this does not affect the Work Plan accounting.

The total budget for the LORP work in FY 2015-2016 was \$588,588. The County's budgeted contribution was \$222,646 and LADWP's was \$365,942. The MOU Consultants' costs were paid by the County. Their charges were \$5,213 less than budgeted, so half of that amount (\$2,607) will be debited from the LORP credit. The Rodent Control contract was paid by LADWP; \$10,000 was budgeted for this task and \$9,000 was spent. Therefore, half of the \$1,000 difference (\$500) will be added to the LORP credit. The total difference in budgeted expenses between the County and LADWP, including reconciled consultant and contractor costs, divided by the two parties is \$73,755. This amount will be deducted from the County's LORP credit.

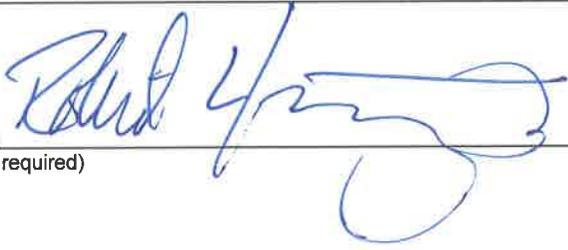
For reference purposes, total actual expenditures were \$544,065, with Inyo County contributing \$217,433, and LADWP \$326,632 (LORP 2015-2016 Accounting Report, Table 1). Amendments to the Work Plan are also reconciled in the Annual Accounting Report, but there were no amendments in the 2015-2016 fiscal year.

**ALTERNATIVES:**

**OTHER AGENCY INVOLVEMENT:** LADWP

**FINANCING:** As of October 21, 2016, the new LORP Credit balance, after deducting the 2015-2016 LORP expenses of \$73,755, and making a 2.0% adjustment based on the April 2016 Los Angeles-Anaheim-Riverside All Urban Consumers Price Index, is \$1,298,408. The LORP Trust Account balance is \$2,673,277 as of September 13, 2015. The Post-Implementation Credit is held by LADWP, and the County of Inyo Treasury holds the Trust Account. The sum of accounts, \$3,971,685 with interest and indexing, is available to fund the County's LORP costs, trust account costs, and funding for the MOU Consultants through the term of the Funding Agreement ending July 21, 2021.

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

**DEPARTMENT HEAD SIGNATURE:**  \_\_\_\_\_ Date: 10/26/16  
 (Not to be signed until all approvals are received)  
 (The Original plus 20 copies of this document are required)

**Lower Owens River Project  
2015-2016 Work Plan**

**Annual Accounting Report**

**Prepared by Inyo County Water Department  
and  
Los Angeles Department of Water and Power**

**October 24, 2016**

### Executive Summary

*The Agreement Between the County of Inyo and the City of Los Angeles Department of Water and Power Concerning Operation and Funding of the Lower Owens River Project* (Post-Implementation Agreement or PIA) requires an annual accounting report that describes the work performed pursuant to the previous year's approved Work Plan, and the costs incurred by each Party in performing such work be submitted to the governing board of each Party or the Party's designee by October 31. The Lower Owens River Project Work Plan, Budget, and Schedule, 2015-2016 Fiscal Year (2015-2016 LORP Work Plan and Budget) contained the following seven categories of tasks under maintenance and monitoring: operations and maintenance, hydrologic monitoring, biological/water quality monitoring, range monitoring, mosquito abatement, noxious species control, and saltcedar control. No adaptive management measures were proposed under the 2015-2016 LORP Work Plan and Budget.

### Background

The Post-Implementation Agreement, which was adopted by the City of Los Angeles Board of Water and Power Commissioners on May 18, 2010, by Resolution 010-323, and approved by the Inyo County Board of Supervisors on June 8, 2010, requires an annual accounting report that describes the work performed pursuant to the previous year's approved Work Plan, and the costs incurred by each Party in performing such work shall be submitted to the governing board of each Party or the Party's designee. The accounting report will identify the difference, if any, between the actual costs incurred by each Party and the actual work performed by each Party as compared to the costs and work for that Party that were identified in that year's approved Work Plan and budget (PIA Section II.J.3.a). The purpose of the accounting report is to inform the preparation of future work plans.

Under the Post-Implementation Agreement, the County of Inyo (County) and the Los Angeles Department of Water and Power (LADWP) are jointly responsible for the costs and activities specified in PIA Section II.J.3.b. If a Party fully performs the share of the work allocated to it in the annual Work Plan budget that party is in compliance with this agreement. Further, except for payments to contractors, there shall be no reconciliation of hours or costs even if an annual accounting report or audit show that the Party expended more time in performing the work than was estimated.

The 2015-2016 LORP Work Plan and Budget was adopted by the Inyo/LA Technical Group on February 12, 2015. The total budget for the LORP work in FY 2015-2016 was \$588,588. The County's budgeted contribution was \$222,646 and LADWP's was \$365,942. The MOU Consultants' costs were paid by the County. Their charges were \$5,213 less than budgeted, so half of that amount will be credited to LADWP. The Rodent Control contract was paid by LADWP; \$10,000 was budgeted for this task and \$9,000 was spent. Therefore, half of the \$1,000 difference (\$500) will be added to the LORP credit. The total difference in budgeted expenses between the County and LADWP, including reconciled consultant and contractor costs, divided by the two parties is \$73,755. This amount will be deducted from the County's LORP credit.

For reference purposes, actual costs for work approved under the 2015-2016 Work Plan and Budget were \$520,592 with the County expending \$206,093 and LADWP \$314,499 (Table 1).

**Table 1. Monitoring and Adaptive Management Budget from LORP Work Plan, FY 2015-2016, Budgeted vs. Actual Expenses**

<b>Inyo County</b>	<b>Budgeted Staff Work Days</b>	<b>Actual Staff Work Days</b>	<b>Budgeted Value of Additional Staff Time, Materials, and Equipment</b>	<b>Actual Value of Additional Staff Time, Materials, and Equipment</b>
Biologic and Water Quality	238	180	\$ -	\$ -
Mosquito Abatement	-	-	\$30,000	\$17,867
MOU Consultant	-	-	\$142,646	\$137,433
Noxious Species Control	-	-	\$50,000	\$50,793
<b>Inyo County Totals</b>	<b>238</b>	<b>180</b>	<b>\$222,646</b>	<b>\$206,093</b>
<b>LADWP</b>	<b>Budgeted Staff Work Days</b>	<b>Actual Staff Work Days</b>	<b>Budgeted Value of Additional Staff Time, Materials, and Equipment</b>	<b>Actual Value of Additional Staff Time, Materials, and Equipment</b>
Hydrologic Monitoring	-	-	\$124,640	\$62,921
Biologic and Water Quality	238	271	\$ -	\$ -
Operations and Maintenance	-	-	\$201,302	\$224,711
Mosquito Abatement	-	-	\$30,000	\$17,867
Rodent Control	-	-	\$10,000	\$9,000
<b>LADWP Totals</b>	<b>238</b>	<b>271</b>	<b>\$365,942</b>	<b>\$314,499</b>
<b>Combined Total</b>	<b>476</b>	<b>451</b>	<b>\$588,588</b>	<b>\$520,592</b>
Inyo County Credit Adjustment (1/2 of the Difference in Expenditures between Inyo County and LADWP)			(\$73,755)	

## **Section 1. Budget Summary by Individual Work Group**

### **Operations and Maintenance, LADWP**

Maintenance activities consist of cleaning water measurement facilities, cleaning sediment and aquatic vegetation from ditches, mowing ditch margins, fence repair, and adjustments to flow control structures. Operation activities consist of setting and checking flows. Estimates of the level of effort necessary for maintenance are adjusted as required by section II.D of the Funding Agreement, which allows that costs for maintenance of ditches, spillgates, and control structures that are above the baseline costs for facilities in the river corridor and Blackrock Waterfowl Management Area (BWMA) shall be shared. The estimated 2015-2016 costs for River corridor and BWMA facilities were \$339,586. This figure reduced by the combined CPI-adjusted baseline costs for the river corridor and BWMA facilities is \$201,302.

Actual costs spent for operations and maintenance activities approved under the 2015-2016 LORP Work Plan and Budget were \$362,995. This amount reduced by the CPI- adjusted baseline costs is \$224,711. Much of this work was focused on cleaning and maintaining spillgates and Blackrock Ditch. It was not necessary to perform maintenance at the measuring stations along the river to sustain mandated base flows throughout the LORP as in past years.

Similar to the 2014-2015 LORP Work Plan and Budget, Patrol and Flow changes in the approved 2015-2016 LORP Work Plan and Budget were listed only under BWMA. The actual spent for this line item in this Accounting Report represents patrol and flow changes performed by aqueduct and reservoir keepers throughout the LORP, not just in the BWMA. The labor and equipment used for this task was approximately 1000 hours more than budgeted, as in the 2014-2015 fiscal year. This change was incorporated into the approved 2016-2017 LORP Work Plan and Budget.

### **Hydrologic Monitoring, LADWP**

LADWP budgeted a total of \$124,640 for hydrologic monitoring in the 2015-2016 fiscal year. The actual cost was \$62,921, which is 50% less than budgeted (Table 3). This work includes monthly data processing, maintenance, and compliance reporting. Savings were seen during the 2015-2016 fiscal in part because:

- Approx. \$10,000 due to a non-significant seasonal habitat flow
- \$10,000 due to efficiencies gained on vegetation mapping efforts
- \$18,000 due to lower reporting compliance costs due to gained efficiency in compiling monthly reports.

### **Biological/Water Quality Monitoring, Inyo County and LADWP**

Monitoring, analysis, and report preparation were jointly conducted by the County and LADWP with 238 Staff Work Days budgeted to each agency per the 2015-2016 LORP Work Plan and Budget. Actual days spent by the County were 180 and LADWP were 271.

Landscape Vegetation Mapping of the Riverine-Riparian Area and BWMA was performed during the 2015 calendar year and provided in the 2015 LORP Annual Report. Mapping work entailed image processing, computer generated mapping, and groundtruthing for map accuracy. While budgeted in both the 2014-2015 and 2015-2016 LORP Work Plans and Budgets, the majority of the mapping and reporting work was performed in the late summer and fall of 2015 (2015-2016 fiscal year) for the annual report. The increased number of person days for the landscape mapping work is reflected in Table 4.

**Table 2. LORP Operations and Maintenance Actual Expenditures, 2015-2016 Fiscal Year**

Location/Activity	Labor				Equipment			
	Labor type	Hours	Labor Rate	Total Labor	Equipment Type	Hours	Rate	Total Equip
<b>River</b>								
Measuring Stations Mtc (4 Stations)	Power Shovel Operator	0	\$46.50	\$0.00	Excavator	0	\$71.96	\$0.00
	Truck Driver	0	\$37.65	\$0.00	3 axel dump truck	0	\$25.92	\$0.00
	Operator	0	\$44.09	\$0.00	ASV Mower	0	\$43.74	\$0.00
	Building Repair Man	0	\$40.64	\$0.00	3/4 ton 4x4 pick- up	0	\$9.07	\$0.00
<b>Subtotal</b>				<b>\$0.00</b>				<b>\$0.00</b>
<b>Spillgates and Ditches</b>								
<b>Intake Spillgate</b>								
Maintenance	Operator	110	\$44.09	\$4,849.90	Bull Dozer	110	\$70.00	\$7,700.00
	Truck Driver	80	\$37.65	\$3,012.00	3 axel dump truck	80	\$25.92	\$2,073.60
	MCH	120	\$35.86	\$4,303.20	3/4 ton 4x4 pick- up	120	\$9.07	\$1,088.40
Mowing	Operator	40	\$44.09	\$1,763.60	Mower	40	\$11.67	\$466.80
	MCH	80	\$35.86	\$2,868.80	3/4 ton 4x4 pick- up	80	\$9.07	\$725.60
Cleaning	Power Shovel Operator	120	\$46.50	\$5,580.00	Excavator	130	\$71.96	\$9,354.80
	Truck Driver	100	\$35.16	\$3,516.00	3 axel dump truck	100	\$25.92	\$2,592.00
	MCH	120	\$35.86	\$4,303.20	3/4 ton 4x4 pick- up	120	\$9.07	\$1,088.40
<b>Subtotal</b>				<b>\$30,196.70</b>				<b>\$25,089.60</b>
<b>Thibaut Spillgate and Ditch</b>								
Cleaning	Power Shovel Operator	36	\$46.50	\$1,674.00	Excavator	36	\$71.96	\$2,590.56
	Truck Driver	72	\$35.86	\$2,581.92	3 axel dump truck	72	\$25.92	\$1,866.24
<b>Subtotal</b>				<b>\$4,255.92</b>				<b>\$4,456.80</b>
<b>Independence Spillgate and Ditch</b>								
Cleaning	Power Shovel Operator	135	\$46.50	\$6,277.50	Excavator	135	\$71.96	\$9,714.60
	Truck Driver	270	\$37.65	\$10,165.50	3 axel dump truck	270	\$25.92	\$6,998.40
<b>Subtotal</b>				<b>\$16,443.00</b>				<b>\$16,713.00</b>

<b>Locust Spillgate and Ditch</b>										
Cleaning	Power Shovel Operator	0	\$46.50	\$0.00	Excavator	0	\$71.96	\$0.00		\$0.00
	Operator	10	\$44.09	\$440.90	Backhoe and trailer	13	\$27.93	\$363.09		\$363.09
	Truck Driver	0	\$37.65	\$0.00	3 axel dump truck	0	\$25.92	\$0.00		\$0.00
	<b>Subtotal</b>			<b>\$440.90</b>				<b>\$363.09</b>		
<b>Georges Ditch</b>										
Cleaning	Power Shovel Operator	30	\$46.50	\$1,395.00	Excavator	30	\$71.96	\$2,158.80		\$2,158.80
	Operator	40	\$44.09	\$1,763.60	Backhoe and trailer	40	\$27.93	\$1,117.20		\$1,117.20
	Truck Driver	0	\$35.86	\$0.00	3 axel dump trucks	0	\$25.92	\$0.00		\$0.00
	<b>Subtotal</b>			<b>\$3,158.60</b>				<b>\$3,276.00</b>		
<b>Alabama Spillgate</b>										
Cleaning	Power Shovel Operator	100	\$46.50	\$4,650.10	Excavator	100	\$71.96	\$7,196.00		\$7,196.00
	Truck Driver	220	\$35.86	\$7,889.20	3 axel dump trucks	220	\$25.92	\$5,702.40		\$5,702.40
	<b>Subtotal</b>			<b>\$12,539.30</b>				<b>\$12,898.40</b>		
<b>Delta Spillgate</b>										
Maintenance	Building Repair Man	27	\$40.64	\$1,097.28	3/4 ton 4x4 pick- up	27	\$9.07	\$244.89		\$244.89
	MCH	54	\$35.16	\$1,898.64	3/4 ton 4x4 pick- up	54	\$9.07	\$489.78		\$489.78
	<b>Subtotal</b>			<b>\$2,995.92</b>				<b>\$734.67</b>		
	<b>River Sub-Total</b>			<b>\$70,030.34</b>				<b>\$63,531.56</b>		
<b>Blackrock Waterfowl Management Area</b>										
<b>Blackrock Ditch</b>										
Mowing	Operator	225	\$43.23	\$9,726.75	Mower	225	\$11.67	\$2,625.75		\$2,625.75
	Truck Driver	462	\$35.16	\$16,243.92	2 - 3 axel dump trucks	450	\$25.92	\$11,664.00		\$11,664.00
Cleaning	Power Shovel Operator	290	\$45.58	\$13,218.20	Excavator	290	\$71.96	\$20,868.40		\$20,868.40
	Truck Driver	270	\$35.16	\$9,493.20	3 axel dump truck	270	\$25.92	\$6,998.40		\$6,998.40
	<b>Subtotal</b>			<b>\$48,682.07</b>				<b>\$42,156.55</b>		
<b>Goose Lake to River Ditch</b>										
Cleaning	Operator	0	\$43.23	\$0.00	Backhoe and trailer	0	\$27.93	\$0.00		\$0.00
	Truck Driver	0	\$35.16	\$0.00	3 axel dump truck	0	\$25.92	\$0.00		\$0.00
	<b>Subtotal</b>			<b>\$0.00</b>				<b>\$0.00</b>		

<b>Patrol &amp; Flow Changes (River and BWMA)</b>									
	A&R Keeper	3089	\$35.16	\$108,609.24	3/4 ton 4x4 pick- up	3089	\$9.07	\$28,017.23	
<b>Fence Maintenance (River and BWMA)</b>									
	Building Repair Man	5	\$39.82	\$199.10	3/4 ton 4x4 pick- up	0	\$9.07	\$0.00	
	MCH	40	\$35.16	\$1,406.40	3/4 ton 4x4 pick- up	40	\$9.07	\$362.80	
				\$1,605.50				\$362.80	
	<b>BWMA Sub-Total</b>			<b>\$158,896.81</b>				<b>\$70,536.58</b>	
	River Total			\$133,561.90					
	BWMA Total			\$229,433.39					
	<b>Total O and M</b>			<b>\$362,995</b>					<b>\$224,711</b>

**CPI Adjusted Operations and Maintenance**

Baseline Costs (described in Post -Imp)

	CPI adjustment	River	BWMA
		\$56,863.00	\$62,798.00
2006-2007	4.5%	\$59,421.84	\$65,623.91
2007-2008	3.1%	\$61,263.91	\$67,658.25
2008-2009	1.3%	\$60,467.48	\$66,778.69
2009-2010	0.9%	\$61,011.69	\$67,379.70
2010-2011	0.7%	\$61,438.77	\$67,851.36
2011-2012	3.0%	\$63,281.93	\$69,886.90
2012-2013	2.1%	\$64,610.85	\$71,354.53
2013-2014	0.4%	\$64,869.30	\$71,639.94
2014-2015	1.3%	\$65,712.60	\$72,571.26

**Table 3. LORP Hydrologic Monitoring Actual Expenditures, Fiscal Year 2015-2016**

	Budgeted Person Days	Budgeted Labor Costs from July 1, 2015 - June 30, 2016	Budgeted Equipment Costs July 1, 2015 - June 30, 2016	Total Budgeted Costs July 1, 2015 through June 30, 2016	Total Actual Costs
<b>HYDRO OPERATIONS</b>					
River Stations	36	\$15,480.00	\$1,440.00	\$16,920.00	\$8,930.00
Seasonal Habitat	20	\$8,600.00	\$800.00	\$9,400.00	\$0.00
Off River Lakes & Ponds	7	\$3,010.00	\$280.00	\$3,290.00	\$3,936.25
Flow to Delta	1	\$430.00	\$40.00	\$470.00	\$0.00
Blackrock Waterfowl	16	\$6,880.00	\$640.00	\$7,520.00	\$7,960.63
Reporting Compliance	24	\$10,320.00	\$960.00	\$11,280.00	\$2,261.88
			Subtotal	<b>\$48,880.00</b>	<b>\$23,088.75</b>
<b>HYDRO MAINTENANCE</b>					
River Stations	14	\$6,020.00	\$560.00	\$6,580.00	\$6,210.00
Off River Lakes & Ponds	5	\$2,150.00	\$200.00	\$2,350.00	\$470.00
Flow to Delta	1	\$430.00	\$40.00	\$470.00	\$235.00
Blackrock Waterfowl	8	\$3,440.00	\$320.00	\$3,760.00	\$3,470.00
			Subtotal	<b>\$13,160.00</b>	<b>\$10,385.00</b>
<b>ENGINEERING HYDRO SUPPORT</b>					
Reporting Compliance	108	\$48,600.00	\$0.00	\$48,600.00	\$29,446.88
Vegetation Mapping	40	\$14,000.00	\$0.00	\$14,000.00	\$0.00
			Subtotal	<b>\$62,600.00</b>	<b>\$29,446.88</b>
			<b>Total Hydro Budget</b>	<b>\$124,640.00</b>	<b>\$62,920.63</b>

**Table 4. Biological and Water Quality Monitoring, FY 2015-2016**

Biological and Water Quality	Organization/Class	Budgeted			Actual		
		Days	Inyo Days	LA Days	Days	Inyo Days	LA Days
<b>River</b>							
Rapid Assessment Survey	LA/WRS	92		20	112		14
	IC/RES ASST		72			98	
Water Quality	LA/WRS	25		15	20		10
	IC/LORP		10			10	
Indicator Species Habitat Monitoring	LA/WRS	18		18	18		18
Landscape Vegetation Mapping	LA/WRS	108		54	65		65
	IC/RES ASST		54			0	
Avian Census	LA/WRS	36		18	32		18
	IC/LORP		18			14	
Creel Census	LA/WRS	6		0	7		0
	IC/LORP		6			7	
Analysis and Reporting	LA/WRS-B	58		27	61		38
	IC/LORP		31			23	
<b>Total Person Days on Task</b>		<b>343</b>	<b>191</b>	<b>152</b>	<b>315</b>	<b>152</b>	<b>163</b>
<b>Blackrock</b>							
Waterfowl Area Acreage	LA/WRS-B	32		16	15		8
	IC/LORP		16			7	
Rapid Assessment Survey	LA/WRS	6		6	0		0
Indicator Species Habitat Monitoring	LA/WRS	4		4	4		4
Landscape Vegetation Mapping	LA/WRS	11		11	16		16
Wetland Avian Census	LA/WRS	32		16	23		16
	IC/LORP		16	0		7	
Analysis and Reporting	LA/WRS-B	6		6	25		25
<b>Total Person Days on Task</b>		<b>90</b>	<b>32</b>	<b>59</b>	<b>83</b>	<b>14</b>	<b>69</b>
<b>Delta</b>							
Rapid Assessment Survey	LA/WRS	2		2	0		0
Analysis and Reporting	LA/WRS	2		2	0		0
<b>Total Person Days on Task</b>		<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Off-River Lakes and Ponds</b>							
Rapid Assessment Survey	LA/WRS	2		2	0		0
Creel Census	IC/LORP	2	2		1	1	
Landscape Vegetation Mapping	LA/WRS	5		5	4		4
Analysis and Reporting	LA/WRS	1		1	0		0
<b>Total Person Days on Task</b>		<b>10</b>	<b>2</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>4</b>
<b>Annual Report Preparation</b>							
Report preparation	LA/WRS-B	30		15	48		35
	IC/LORP		15			13	
<b>Total Person Days on Task</b>		<b>30</b>	<b>15</b>	<b>15</b>	<b>48</b>	<b>13</b>	<b>35</b>
<b>B&amp;WQ Totals</b>		<b>476</b>	<b>238</b>	<b>238</b>	<b>451</b>	<b>180</b>	<b>271</b>

LADWP and the County also conducted Avian Censuses/Habitat Indicator Species Monitoring in the Riverine Riparian Areas during the 2015 calendar year. While much of the field component of this work fell in the 2014-2015 fiscal year, extensive analysis of the field data using the California Wildlife Habitat Relationships (CWHR) model and associated reporting was performed in late summer/early fall 2015 (2015-2016 fiscal year). The increased number of person days for this analysis is also reflected in Table 4.

Water quality monitoring in the river was initiated in 2015 to coincide with a proposed modified hydrograph for the LORP. However, this modified hydrograph was not adopted or implemented, and while the County and LADWP completed the monitoring, the equipment was removed in September 2015. The County reported on the water quality data trends in the 2015 LORP Annual Report. Further water quality monitoring was not conducted in 2016.

All tasks identified in the 2015-2016 LORP Work Plan and Budget were completed within the number of days shown in Table 4. Range monitoring (utilization, range trend monitoring, and irrigated pasture condition scoring) described in the MAMP was conducted by LADWP and is not a shared cost, and was therefore not budgeted for in the 2015-2016 LORP Work Plan and Budget, but is shown in Table 5.

**Table 5. Range Monitoring (LADWP)**

Task	People Days	Actual Days
Utilization	45	45
Irrigated Pasture Condition	1	3
Range Trend	110	110
Streamside Monitoring/Woody Recruitment	32	0
Analysis and Reporting	30	30
<b>Total</b>	<b>218</b>	<b>188</b>

**Ecosystem Sciences (Inyo County)**

Six tasks were described in the 2015-2016 LORP Work Plan and Budget and \$142,646 was budgeted for these tasks. The charges for these services totaled \$137,433 as shown in Table 6.

**Table 6. Ecosystem Sciences Contract, 2015-2016 Fiscal Year**

<b>TASK 1</b>	Seasonal Habitat Flow	\$2,512
<b>TASK 2</b>	Rapid Assessment Evaluation	\$4,480
<b>TASK 3</b>	Creel Census	\$4,352
<b>TASK 4</b>	Landscape Vegetation Mapping	\$4,728
<b>TASK 5</b>	Annual Report & Adaptive Management	\$84,760
<b>TASK 6</b>	Project Management & Meetings	\$34,132
<b>PER DIEM</b>		\$680
<b>LODGING</b>		\$900
<b>MILEAGE</b>		\$889
	<b>TOTAL</b>	<b>\$137,433</b>



**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:** Planning Department

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Public Lands in Inyo County

**RECOMMENDATION:** (1) Review a preliminary draft scope of work to investigate public lands issues, provide input, and consider directing staff to bring a revised draft scope of work or a draft Request for Proposals back to the Board for further discussion, and; (2) provide direction regarding more information that may be desirable or specific questions your Board may have regarding such issues to Supervisors Kingsley and Griffiths for their upcoming trip to Washington, D.C.

**SUMMARY DISCUSSION:**

On October 11, 2016 the Board reviewed public lands issues in Inyo County, engaged in preliminary discussions regarding possible approaches for trying to resolve some of these issues, and directed staff to prepare a draft scope of work to investigate these issues more broadly. The issues include, but are not limited to, the following:

1. County gravel pits along Saline Valley Road
2. Wilderness Study Areas
3. Surprise Canyon and the Amargosa River
4. Death Valley National Park land and boundary adjustments
5. Land tenure and potential releases of public lands
6. Inyo County road rights-of-way on federally-managed public lands
7. New federally-managed lands designations

Subtopics that could be explored through the effort include recreation, sustainable economics, and community development.

Based upon the Board's direction, staff has developed the following preliminary scope of work. It is recommended that your Board review and provide feedback on this preliminary draft, and staff will incorporate today's comments and direction and provide a more detailed proposal, as a timed item, at a future meeting.

Additionally, it is recommended that your Board consider the opportunity afforded by Supervisors Griffiths' and Kingsley's pending trip to Washington, D.C. for your board to identify topics or, perhaps more accurately, at least questions that your Board would like explored relative to any of the topics or associated approaches. This could be useful in refining the scope of work.

1. ***Develop Baseline Information (Quarters 1 and 2)*** – procure a consultant, inventory existing data, and begin investigating potential lands that could be addressed, including interviewing key stakeholders, reviewing relevant documents, building Geographic Information Systems (GIS) data,

and undertaking preliminary public outreach. Estimated County cost - \$20,000; Estimated Consultant Cost - \$70,000.

2. ***Opportunities and Constraints Analysis/Data Augmentation (Quarters 2 and 3)*** – collect a limited amount of new data and analyze baseline data quantitatively and qualitatively to present opportunities and constraints to stakeholders and affected communities. Estimated County cost - \$10,000; Estimated Consultant Cost - \$60,000.
3. ***Visioning (Quarter 4)*** – envision approaches to best address issues, opportunities, and constraints, including significant public outreach. Estimated County cost - \$10,000; Estimated Consultant Cost - \$60,000.
4. ***Goals and Objectives (Quarter 5)*** – develop goals and objectives with stakeholders and the public to best meet the vision identified in Task 3. Estimated County cost - \$10,000; Estimated Consultant Cost - \$60,000.
5. ***Consensus Building (Quarter 6)*** – work with the stakeholders and the public to develop solutions the issues identified previously. Estimated County cost - \$10,000; Estimated Consultant Cost - \$30,000.
6. ***Final Report (Quarter 7)*** – prepare a draft final report memorializing the project, share it with the public, and finalize the report. Estimated County cost - \$10,000; Estimated Consultant Cost - \$35,000.
7. ***Project Management/Administration*** – conduct periodic team meetings and conference calls, and contract management. Estimated County cost - \$10,000; Estimated Consultant Cost - \$30,000.

Staff estimates that the total work effort would cost about \$80,000 in County costs and \$350,000 in consultant costs. The scope would take about two years to execute.

Based on today's input and discussion, staff will refine the proposed scope of work and bring it back to your Board, as a timed item, at a future public meeting for further discussion and community input.

**ALTERNATIVES:**

The Board could direct changes to the preliminary scope of work, or direct staff to cease working on the scope of work. Potential modifications to the work effort included the following:

1. Utilize County resources entirely, and do not procure consultant assistance. This alternative would most likely extend the schedule and strain staff resources, and the outcome would not be as robust.
2. Reduce the resources expended by eliminating tasks and/or reducing the effort per task.
3. Enhance the scope of work to include more effort per task or add tasks.
4. Explore models used for similar projects in other parts of the country.

The Board could also direct staff to proceed with preparing and issuing a Request for Proposals based on today's discussion.

**OTHER AGENCY INVOLVEMENT:**

Inyo County's Congressional Delegation, Bureau of Land Management, Death Valley National Park, US Forest Service, City of Los Angeles Department of Water and Power, and others.

**FINANCING:**

The Planning department is funded through the County General Fund with some costs being offset by fees. Resources from the General Fund are utilized to monitor public land management activities. Staff believes that the County costs can be absorbed by existing resources. Alternative funding sources should be considered for the consultants' assistance in this work effort, as these costs cannot be absorbed by existing funding levels.

**APPROVALS**

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

**DEPARTMENT HEAD SIGNATURE:**

(Not to be signed until all approvals are received)



Date: 11/10/16



**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:** Recycling and Waste Management

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Authorize Personnel to recruit for and fill a vacant Equipment Operator position.

**DEPARTMENTAL RECOMMENDATION:**

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

- 1) The availability of funding for the requested position exists in the non-general fund , Solid Waste budget as certified by the Department Head and concurred with by the County Administrator and Auditor-Controller; and
- 2) where internal candidates meet the qualifications of the position, the vacancy could possibly be filled through an internal recruitment, however it would be more appropriate to fill the position through an existing eligibility list that was approved and created for the position; and
- 3) hire one Equipment Operator I, at Range 58 (\$3,310 - \$4,027), or Equipment Operator II, at Range 60 (\$3,471 - \$4,216) depending on the qualifications.

**SUMMARY DISCUSSION:**

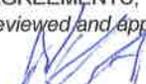
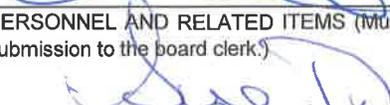
The FY 2016-2017 Manpower Report (approved by your Board as part of the FY 2016-2017 County Budget) identifies the landfill Equipment Operator positions (Range 58 or Range 60) as being assigned to the County's Recycling and Waste Management Program to provide necessary operation of heavy equipment for the sanitary care of the landfills. This position is critical to the operation of the County landfills. The Equipment Operators compact high volumes of waste for the sanitary burial of trash, operate wood and green waste chipping equipment to assist Inyo County in meeting diversion goals, bury dead animals in a timely fashion to meet health standards, haul cover dirt from the borrow area to the landfill face to meet cover standards, provide maintenance of equipment and vehicles, assist the public with guidance on where to unload waste, maintain septic ponds to allow for local septic companies a sanitary location of disposal, and haul recycling and trash roll-off bins from landfills and transfer stations throughout Owens Valley. This position is becoming vacant due to an Equipment Operator retiring in December, 2016.

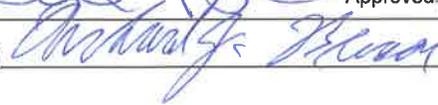
**ALTERNATIVES:**

Your Board could choose not to authorize filling the vacant position; however, this is not recommended, as the functionality of the Recycling and Waste Management programs will suffer. When an Equipment Operator position is vacant then the current equipment operators will need to work overtime to cover for the vacant position.

**OTHER AGENCY INVOLVEMENT:** Personnel

**FINANCING:** Funding for this position is included in the FY 20016-2017 Solid Waste Budget.

<b>APPROVALS</b>	
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: <u>yes</u> Date <u>11/8/2016</u>
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: <u>J</u> Date <u>11/8/16</u>

**DEPARTMENT HEAD SIGNATURE:** (Not to be signed until all approvals are received)  Date: 11/8/16



**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerk's Use Only:  
**AGENDA NUMBER**  
  
15

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

**FROM:** Kevin D. Carunchio, County Administrator

**FOR THE BOARD MEETING:** November 15, 2016

**SUBJECT:** Continuation of declaration of local emergency

**DEPARTMENTAL RECOMMENDATION:**

Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, known as 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 biweekly 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

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

**DEPARTMENT HEAD SIGNATURE:**  
 (Not to be signed until all approvals are received) \_\_\_\_\_ Date: 11-10-2016  
 (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**  
 16

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

**FROM:** Kevin D. Carunchio, County Administrator

**FOR THE BOARD MEETING OF:** November 15, 2016

**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 biweekly basis.

**ALTERNATIVES:** N/A

**OTHER AGENCY INVOLVEMENT:** N/A

**FINANCING:** N/A

**APPROVALS**

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

**DEPARTMENT HEAD SIGNATURE:**

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

Date: 11-10-2016



**AGENDA REQUEST FORM**  
**BOARD OF SUPERVISORS**  
**COUNTY OF INYO**

For Clerk's Use Only:  
**AGENDA NUMBER**  
 17

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

**FROM:** Kevin D. Carunchio, County Administrator  
**FOR THE BOARD MEETING OF:** November 15, 2016  
**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 "Death Valley Down But Not Out Emergency" that was proclaimed as a result flooding in the central, south and southeastern portion of Inyo County during the month of October, 2015.

**SUMMARY DISCUSSION:**

During your October 27, 2015 Board of Supervisors meeting your Board took action to proclaim a local emergency, which has been named the Death Valley Down But Not Out Emergency that is a result of flooding in the central, south and southeastern portion of Inyo County. Since the circumstances and conditions relating to this emergency persist, the recommendation is that the emergency be continued on a biweekly basis, 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

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

**DEPARTMENT HEAD SIGNATURE:**

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

Date: 11-10-2016



**AGENDA REQUEST FORM**  
 BOARD OF SUPERVISORS  
 COUNTY OF INYO

For Clerk's Use Only:  
**AGENDA NUMBER**  
 18

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

**FROM:** CLERK OF THE BOARD  
**By:** Darcy Ellis, Assistant to the Clerk of the Board

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Approval of Minutes

**DEPARTMENTAL RECOMMENDATION:**

Request approval of the minutes of the regular Board of Supervisors meetings of November 1, 2016 and November 8, 2016.

**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](http://www.inyocounty.us).

**ALTERNATIVES:**

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

**OTHER AGENCY INVOLVEMENT:** N/A

**FINANCING:** N/A

<b>APPROVALS</b>	
BUDGET OFFICER: N/A	BUDGET AMENDMENTS <i>(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.)</i>
COUNTY COUNSEL: N/A	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS <i>(Must be reviewed and approved by county counsel prior to submission to the Assistant Clerk of the Board.)</i>  Approved: _____ Date _____
AUDITOR/CONTROLLER: N/A	ACCOUNTING/FINANCE AND RELATED ITEMS <i>(Must be reviewed and approved by the auditor-controller prior to submission to the Assistant Clerk of the Board.)</i>  Approved: _____ Date _____
PERSONNEL DIRECTOR: N/A	PERSONNEL AND RELATED ITEMS <i>(Must be reviewed and approved by the director of personnel services prior to submission to the Assistant Clerk of the Board.)</i>  Approved: _____ Date _____

**DEPARTMENT HEAD SIGNATURE:**

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

Date: 11-09-2016



**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerk's Use Only: <b>AGENDA NUMBER</b>  19
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- Consent     Departmental     Correspondence Action     Public Hearing  
 Scheduled Time for     Closed Session     Informational

**FROM:** County Administrator

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Ordinance Amending Section 2.88.55 of the Inyo County Code

**DEPARTMENTAL RECOMMENDATION:**

Request Board enact an ordinance titled "An Ordinance of the County of Inyo, State of California, Amending Section 2.88.055 of the Inyo County Code Pertaining to Exemptions from the Competitive Service."

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

Your Board waived the first reading of the above titled ordinance at your meeting of November 8, 2016. The action requesting enactment will complete the ordinance adoption process and the ordinance will become effective 30 days from today. As previously reported, based on direction from your Board, staff prepared an ordinance adding the following classifications to the Competitive Services in the Inyo County Code: Deputy County Counsel I, Director of Information Services, Deputy Director Information Services, Medical Director – Corrections and all other management-level positions (including department or division heads and any deputy or assistant department or division heads) that are or become vacant after December 1, 2016, if at the time of hiring they are unrepresented by an recognized employee organization.

**ALTERNATIVES:**

Your Board could choose not to move forward with amending this section of the County's Personnel Merit System Ordinance, but this is not recommended for reasons previously discussed with your Board when it considered the matter on September 13, 2016.

**OTHER AGENCY INVOLVEMENT:**

County Counsel

**FINANCING:**

No cost associated with this change.

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: <u>yes</u> Date <u>11/2/16</u>
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: <u>✓</u> Date <u>11/10/16</u>

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

[Signature]

Date: 11-10-2016

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE COUNTY OF INYO, STATE OF CALIFORNIA, AMENDING  
SECTION 2.80.055 OF THE INYO COUNTY CODE PERTAINING  
TO EXEMPTIONS FROM THE COMPETITIVE SERVICE**

WHEREAS, Government Code section 25300 authorizes county board of supervisors to provide for the number, compensation, appointment, tenure, and conditions of employment for County employees; and

WHEREAS, Inyo County Code Chapter 2.80 establishes a merit system (also known as a competitive service) subject to exemptions as set by the Board of Supervisors; and

WHEREAS, Inyo County Code section 2.80.055 identifies the types of offices, positions that are exempt from the merit system or competitive service; and

WHEREAS, the Board of Supervisors wishes to amend section 2.80.055 to exempt additional positions from said competitive service.

NOW, THEREFORE, the Board of Supervisors of the County of Inyo DOES ORDAIN as follows:

SECTION ONE: Section 2.80.055 of the Inyo County Code is hereby amended to add the following provisions:

- “M. Deputy County Counsel I
- N. Director of Information Services
- O. Deputy Director Information Services
- P. Medical Director – Corrections
- Q. All other management-level positions (including department or division heads and any deputy or assistant department/division heads) that are or become vacant after December 1, 2016, if at the time of hiring they are unrepresented by any recognized employee organization.”

**SECTION TWO. EFFECTIVE DATE**

This Ordinance shall take effect and be in full force and effect thirty (30) days after its adoption. Before the expiration of fifteen (15) days from the adoption thereof, this Ordinance shall be published as required by Government Code Section 25124. The Clerk of this Board is

hereby instructed and ordered to so publish this Ordinance together with the names of the Board members voting for and against the same.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

AYES:

NOES:

ABSENT:

ABSTAINED

\_\_\_\_\_  
Jeff Griffiths, Chairperson

ATTEST: Kevin Carunchio  
Clerk of the Board

BY: \_\_\_\_\_

Darcy Ellis, Assistant Clerk of the Board



**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 11:30 a.m.     Closed Session     Informational

**FROM:** County Administrator

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Presentation regarding status of City of Los Angeles Department of Water and Power business leases and permits located in Inyo County

**DEPARTMENTAL RECOMMENDATION:**

Request your Board receive a presentation from Jim Yannotta, LADWP Aqueduct Manager, regarding the status of the City of Los Angeles Department of Water and Power's business leases and permits in Inyo County and, following any discussion and public comment, consider which, if any, members of the Board of Supervisors will attend a meeting between LADWP and its Inyo County business lease and business permit-holders if that meeting remains closed to the general public.

**SUMMARY DISCUSSION:**

Last week, on November 8<sup>th</sup>, your Board considered what, if any, role the County of Inyo should play between the City of Los Angeles Department of Water and Power and its business lessees and business permit-holders in Inyo County and, if so, the parameters of that role and how it is to be implemented. Your Board noted the potential for changes to LADWP's longstanding policies and practices involving commercial leases and permits in Inyo County to negatively impact the County's already fragile economy. And, your Board determined that it should raise key, overarching issues and desired outcomes for consideration by the LADWP Board of Water and Power Commissioners in conjunction with any new policies affecting LADWP business leases and permits in Inyo County. Staff was directed to begin preparing draft correspondence, for consideration in early December, reflecting key policy issues identified by your Board during the discussion.

It was noted that the contents of any potential communication transmitted by your Board to the LADWP Board of Water and Power commissioners could be refined in the coming weeks based on information gleaned at upcoming meetings with LADWP and its business lease and permit-holders. In addition to today's meeting with your Board, LADWP representatives were scheduled to provide the Bishop City Council with a similar update about the status of the Department's business leases during its meeting last night. Additionally, LADWP has indicated that it is tentatively planning a meeting with all of its business lessees and permit holders on Tuesday, November 22nd. LADWP representatives have said the meeting will not be open to the public, but that the members of the Inyo County Board of Supervisors and Bishop City Council will be welcome to attend the meeting. All three of these forums provide an opportunity for members of your Board to gather information – from LADWP representatives and lessees – to inform any communications with the LADWP Board of Water and Power Commissioners regarding proposed lease policies.

However, the LADWP's meeting with its lessees and permit-holders remains closed to the general public, and if members of your Board want to attend to potentially glean information on issues of importance to the leases and/or the county economy, it will be important for your Board to ensure that less than a quorum of its members attend to maintain compliance with the Brown Act. For this reason, your Board is encouraged to use

today's discussion to decide which, if any, two members of the Board will attend the meeting. However, if LADWP makes the meeting open to the general public, then it may be possible for more than two members of your Board to attend and observe the proceedings within the requirements of the Brown Act.

**ALTERNATIVES:**

Your Board could decline today's presentation and/or decide not to send representatives to LADWP's business leaseholder meeting.

**OTHER AGENCY INVOLVEMENT:**

LADWP's real estate holdings are owned by the people of the City of Los Angeles and affect the City of Bishop as well as the County of Inyo and other public agencies operating in the Owens Valley.

**FINANCING:**

There is no cost associated with today's discussion. However, changes to the City of Los Angeles' longstanding policies and practices regarding business leases in Inyo County could affect the county's economy which would have a fiscal impact on the County as well as the greater community.

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

**DEPARTMENT HEAD SIGNATURE:**   
(Not to be signed until all approvals are received)  
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Date: 11-10-2016



**AGENDA REQUEST FORM**  
BOARD OF SUPERVISORS  
COUNTY OF INYO

For Clerk's Use Only:  
AGENDA NUMBER

21

- Consent     Departmental     Correspondence Action     Public Hearing  
 Scheduled Time for 1:00 p.m.     Closed Session     Informational

**FROM:** Rick Benson, Assistant County Administrator

**FOR THE BOARD MEETING OF:** November 15, 2016

**SUBJECT:** Workshop regarding conversion to a weight based fee structure at the Bishop Sunland Landfill

**DEPARTMENTAL RECOMMENDATION:**

Request your Board receive a presentation regarding the conversion to a weight based fee structure at the Bishop Sunland Landfill.

**SUMMARY DISCUSSION:**

In August 2013, the Board of Supervisors made a significant investment at the Bishop Sunland Landfill by directing the purchase of a scale to be used for weighing and charging fees to all incoming loads of waste. The Bishop Sunland Landfill receives nearly 70% of the garbage disposed of in Inyo County. The express purpose of the scale was (1) to ensure fairness and consistency by assuring the equitable application of current self-haul gate fees charged to the general public to the overall fee structure; and, (2) improving the accuracy of landfill disposal data reported to the State for determining compliance with recycling laws (instead of converting estimates of volumes to tons based on a rote formula).

The scale has been operational for roughly one year. During that time, staff has directed over 3,000 loads of waste across the scale to gather data. This data has been analyzed and used to ensure that the conversion to a per ton fee structure at the Bishop-Sunland Landfill does not result in any change the rates currently paid by the general public; \$5 per cubic yard of self-hauled waste (which is charged at all staffed solid waste facilities in the county). Additionally, this data has been used to ensure that rates charged to other waste generators using the landfill are the same as the rates being charged to the general public.

Today's presentation is designed to inform your Board about the results of staff's analysis of a year's worth of data, and how it translates to the new, weight based fee structure at Bishop Sunland Landfill, before your Board is asked to consider the resolution approving the new weight based fee schedule. The new fee schedule will not change the current self-haul rate, and will ensure that other fees that were supposed to be the same as the self-haul rate, or tiered accordingly, are correctly applied to ensure fairness to all users of the Bishop Sunland Landfill.

Currently, charges are based on flat rates and on volume estimates which are later converted into tonnages. This has led to inconsistent charges and is also subject to variances in volume estimates. This also impacts disposal tonnages reported to the State of California to track the County's compliance with recycling laws. After reviewing the data, the department is recommending your Board approve a \$50 per ton tipping fee.

By converting to a \$50 per ton fee all waste will be treated in a consistent manner. In addition, it is expected that by converting the new methodology could generate approximately \$650,000 additional revenue by truing up fees that were intended to be set to correspond to the same rates charged to the general public but, based on the analysis of actual tonnage data, appear to have been set too low. This has benefitted some waste generators at the expense of the general public using the landfill.

Following today's presentation, staff will prepare a resolution to implement a \$50 per ton gate fee, and associated charges, for consideration by your board at a future meeting. If approved, conversion to weight based fees at Bishop

Sunland Landfill are proposed to take effect February 1, 2017, and will be preceded by an extensive public outreach effort of which today's presentation is the start.

**ALTERNATIVES:**

Your Board could choose to retain the current system or direct staff to explore an alternate rate structure, but neither alternative is recommended because failure to implement a per ton rate will not allow the County to take advantage of the benefits of the scale.

**FINANCING:**

There is no cost to the County to implement. If adopted, as recommended, the new rate structure could capture approximately \$650,000 a year that is not being realized because of rates that are set too low in comparison to the self-haul rate charged to the general public.

<b><u>APPROVALS</u></b>	
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:** Richard J. Brown Date: 11/10/16  
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