

# Agenda



## County of Inyo Board of Supervisors

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

**NOTICE TO THE PUBLIC:** In order to minimize the spread of the COVID-19 virus, Governor Newsom signed Assembly Bill 361 – Brown Act: Remote Meetings During a State of Emergency that suspends certain requirements of the Brown Act. Please be advised that the Board of Supervisors Chambers are closed to the public, and the Board will be conducting its meetings online.

Board Members and Staff will participate via Zoom webinar, accessible to the public at <https://zoom.us/j/868254781>. Individuals will be asked to provide their name and an email address in order to access the videoconference. Anyone who does not want to provide their email address may use the following generic, non-functioning address to gain access: [donotreply@inyocounty.us](mailto:donotreply@inyocounty.us).

The meeting may also be accessed by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799. Webinar ID: 868 254 781.

Anyone wishing to make either a general public comment or a comment on a specific agenda item prior to the meeting or as the item is being heard, may do so either in writing or by utilizing the Zoom "hand-raising" feature when appropriate during the meeting (the Chair will call on those who wish to speak). Generally, speakers are limited to three minutes. Written public comment, limited to **250 words or less**, may be emailed to the Assistant Clerk of the Board at [boardclerk@inyocounty.us](mailto:boardclerk@inyocounty.us). Your comments may or may not be read aloud, but all comments will be made a part of the record. Please make sure to submit a separate email for each item that you wish to comment upon.

**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.

### **December 14, 2021 - 10:00 A.M.**

1. **PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT** (Comments may be time-limited)
3. **COUNTY DEPARTMENT REPORTS** (Reports limited to two minutes)
4. **INTRODUCTIONS** - The following new Sheriff's Office employees will be introduced to the Board: Cora Crespo Garcia, Cook; and Gabrielle Rinker, Public Safety Dispatcher.
5. **COVID-19 STAFF UPDATE**

### **DEPARTMENTAL - PERSONNEL ACTIONS**

6. **County Counsel** - Request Board approve the contract between the County of Inyo and Christian Milovich for provision of professional services as the Assistant County Counsel at a monthly salary of \$12,365, effective January 13, 2022, and authorize the County Administrator to sign.

**CONSENT AGENDA** (Items that are considered routine and are approved in a single motion; approval recommended by the County Administrator)

7. **Assessor** - Request Board approve Amendment No. 2 to the contract between the County of Inyo and Erik Endler for the provision of professional services relating to the creation of a valuation model for purposes of training appraisal staff and the use in property tax assessments related to income-producing properties, specifically geothermal properties, to extend the end date from December 31, 2021 to June 30, 2022, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.
8. **County Administrator** - Request Board approve Amendment No. 1 to the contract between the County of Inyo and Eva S. Wasef, MD of Pasadena, CA, increasing the contract to an amount not to exceed \$125,000, and authorize the Chairperson to sign.
9. **County Administrator - Emergency Services** - Request Board approve Amendment No. 2 to the contract between the County of Inyo and Navigating Preparedness Associates, LLC of Lafayette, CA extending the term end date from December 31, 2021 to June 30, 2022, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.
10. **County Administrator - Emergency Services** - Request Board review the proposed Fiscal Year 2021 Emergency Management Performance Grant (EMPG) Program Application and, if deemed acceptable: A) approve the submittal of the Fiscal Year 2021 EMPG Program Application and authorize the County Administrator, as the designated Authorized Agent, to sign the grant application, as well as any and all accompanying documents, by approving the "Governing Body Resolution No. 2021-53," and B) authorize the Chairperson to sign the resolution addendum letter.
11. **County Administrator - Information Services** - Request Board: A) declare Pitney Bowes of Pittsburgh, PA a sole-source provider of postage processing machines and postage; B) approve the agreement between the County of Inyo and Pitney Bowes of Pittsburgh, PA for the provision of mail metering rental and service lease agreement in an amount not to exceed \$21,861.60 for the period of 60 months, contingent upon the Board's approval of future budgets; and C) authorize Senior Budget Analyst Denelle Carrington to sign, contingent upon all appropriate signatures being obtained.
12. **County Counsel** - Request Board adopt findings pursuant to AB 361 that: A) the Board reconsidered the circumstances of the existing State of Emergency issued on March 4, 2020, in response to the COVID-19 pandemic; and B) local officials continue to recommend measures to promote social distancing, and/or the state of emergency continues to directly impact the ability of the members to meet safely in person.
13. **Public Works** - Request Board approve the Use License Agreement between the County of Inyo and United Airlines for a non-exclusive, nontransferable, fully revocable license for use of a portion of the Bishop Airport property, located at 703 Airport Road, Bishop, CA, for the period of December 19, 2021 to December 3, 2024, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.
14. **Public Works** - Request Board authorize a correction to Amendment No. 2 to the contract with LSC Transportation Consultants, Inc., of Tahoe City, CA, increasing the contract's not-to-exceed amount from \$159,742 to \$178,887, contingent upon the

Board's approval of future budgets, and authorize the Chairperson to sign.

15. **Sheriff** - Request Board review the proposed Federal Fiscal Year 2021 Homeland Security Grant (HSGP) Application and, if deemed acceptable: A) approve the submittal of the application and authorize the County Administrator, as the designated Authorized Agent, to sign the grant application, as well as any and all accompanying documents, by approving the "Governing Board Resolution No. 2021-54;" and B) authorize the Chairperson to approve the resolution and sign the addendum letter.

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

16. **County Administrator - Emergency Services** - Request Board: A) conduct a workshop with members from local Fire Safe Councils to discuss their recent letter to the Board requesting continued support in furthering fire safe policies, management and advocacy; and B) provide any follow-up direction to staff as necessary.
17. **County Administrator** - Request Board hear a presentation regarding the American Rescue Plan Act funds allocated to Inyo County and discuss potential uses of the funding.
18. **Public Works** - Request Board waive further reading of proposed Ordinance 1277 titled, "An Ordinance of the Board of Supervisors, County of Inyo, State of California, Repealing Certain Portions of Ordinance No. 1167 (2011) and Setting Rates for Vehicle Parking at the Bishop Airport," and schedule enactment for Tuesday, September 21, 2021 in the Board of Supervisors Chambers, County Administrative Center, Independence.
19. **Clerk of the Board** - Request Board approve Resolution No. 2021-55, titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California, Stating Its Intent to Become the Governing Board of the Tecopa Cemetery District," and authorize the Chairperson to sign.

**TIMED ITEMS** (Items will not be considered before scheduled time but may be considered any time after the scheduled time.)

20. **11:05 a.m. - County Counsel** - Request Board: A) conduct a noticed hearing as part of the 2021 redistricting process; and B) approve Resolution No. 2021-56, titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California, Setting the Boundaries of the Supervisorial Districts Following the 2020 Census," and authorize the Chairperson to sign.
21. **1 p.m. - Board of Equalization** - The Board will recess and reconvene as the Inyo County Board of Equalization (separate agenda).

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

22. **PUBLIC COMMENT**

**BOARD MEMBERS AND STAFF REPORTS**



# County of Inyo



## County Counsel

### DEPARTMENTAL - PERSONNEL ACTIONS - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** John Vallejo

**SUBJECT:** Assistant County Counsel Employment Agreement

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**RECOMMENDED ACTION:**

Request Board approve the contract between the County of Inyo and Christian Milovich for provision of professional services as the Assistant County Counsel at a monthly salary of \$12,365, effective January 13, 2022, and authorize the County Administrator to sign.

**SUMMARY/JUSTIFICATION:**

On November 9, 2021, your Board authorized the hiring of one Deputy County Counsel I-IV, one Chief Deputy County Counsel, or one Assistant County Counsel based on qualifications. The ensuing recruitment process resulted in Ms. Milovich being rated the top candidate for the position. She possesses the education, experience, skills, and qualities that warrant appointing her as the Assistant County Counsel.

The position of Assistant County Counsel is excluded from the County's Personnel Merit System by Section 2.80.055 of the Inyo County Code, making the position an "at-will" position. The contract proposed for the Assistant County Counsel is the same contract your Board approved for the Assistant County Administrator, and both are essentially the same contract that your Board executes with its appointed department heads. The contract serves to better define the position's "at-will" status by specifying the contract may be terminated by the County "without cause, and at will, for any reason" by providing 90 days' written notice of such intent to terminate. The contract also serves to clarify the position (Assistant County Counsel) is a contract position, and serves as an at-will employee for purposes of applying the Personnel Rules and Regulations.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could decide not to approve this employment agreement. That is not recommended as it is critical that the County Counsel's Office fill its vacant attorney position, and Ms. Milovich has the skills and experience to make an immediate contribution to the Office and the County.

**OTHER AGENCY INVOLVEMENT:**

N/A

**FINANCING:**

There is sufficient funding for the position in the remainder of the Fiscal Year 2021-2022 County Counsel Budget.

**ATTACHMENTS:**

1. Assistant County Counsel Contract

**APPROVALS:**

John Vallejo	Created/Initiated - 12/6/2021
Darcy Ellis	Approved - 12/6/2021
Sue Dishion	Approved - 12/7/2021
Amy Shepherd	Approved - 12/7/2021
John Vallejo	Final Approval - 12/7/2021

**AGREEMENT BETWEEN COUNTY OF INYO  
AND CHRISTIAN E. MILOVICH  
FOR THE PROVISION OF PERSONAL SERVICES  
AS ASSISTANT COUNTY COUNSEL**

**INTRODUCTION**

WHEREAS, CHRISTIAN E. MILOVICH (hereinafter referred to as "Assistant County Counsel") has been or will be duly appointed as an Assistant County Counsel for Inyo County; and

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Assistant County Counsel desire to set forth the manner and means by which Assistant County Counsel will be compensated for performance of duties.

NOW THEREFORE, in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, County and Assistant County Counsel hereby agree as follows:

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

Assistant County Counsel shall furnish to the County those services and work set forth in Attachment A, attached hereto and by reference incorporated herein.

Services and work provided by Assistant County Counsel under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and County laws, ordinances, resolutions, and directions.

**2. ADMINISTRATION OF CONTRACT.**

Assistant County Counsel will report directly to and shall work under the direction of the County Counsel. As the County's Personnel Director, the County Administrative Officer will administer this contract and exercise its provisions in consultation with the County Counsel.

**3. TERM.**

The term of this Agreement shall be from January 13, 2022, until terminated as provided below.

**4. CONSIDERATION.**

A. Compensation. County shall pay Assistant County Counsel in accordance with the Schedule of Fees (set forth as Attachment B) for the services and work described in Attachment A which are performed by Assistant County Counsel.

B. Travel and Per Diem. County shall reimburse Assistant County Counsel for the travel expenses and per diem which Assistant County Counsel incurs in providing services and work under this Agreement. Travel and per diem expenses will be reimbursed in accordance with the rates set forth in the Schedule of Travel and Per Diem Payment (Attachment C). County reserves the right to deny reimbursement to Assistant County Counsel for travel or per diem expenses which are either in excess of the amounts that may be paid under the rates set forth in Attachment C, or which are incurred by the Assistant County Counsel without the proper approval of the County.

C. No Additional Consideration. Except as expressly provided in this Agreement, Assistant County Counsel shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement.

D. Manner of Payment. Assistant County Counsel will be paid in the same manner and on the same schedule of frequency as other County officers and employees.

E. Federal and State Taxes. From all payments made to Assistant County Counsel by County under the terms and provisions of this Agreement, County shall withhold all appropriate federal and state income taxes (resident and non-resident).

## **5. WORK SCHEDULE.**

Assistant County Counsel's obligation is to perform the services and work identified in Attachment A which are needed within the County. It is understood by Assistant County Counsel that the performance of these services and work will require a varied schedule. Assistant County Counsel, in arranging her schedule, will coordinate and make arrangements to fulfill the requirements of the services and work which is necessary.

## **6. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.**

Any licenses, certificates, or permits required by the federal, state, county, or municipal governments for Assistant County Counsel to provide the services and work described in Attachment A must be procured by Assistant County Counsel and be valid at the time Assistant County Counsel enters into this Agreement or as otherwise may be required. Further, during the term of this Agreement, Assistant County Counsel must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, and professional licenses or certificates. Assistant County Counsel will provide County, at County's request, evidence of current and valid licenses, certificates and permits which are required to perform the services identified in Attachment A. Where there is a dispute between Assistant County Counsel and County as to what licenses, certificates, and permits are required to perform the services identified in Attachment A, County reserves the right to make such determinations for purposes of this Agreement.

## **7. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.**

County shall provide Assistant County Counsel with such supplies, reference materials, telephone service, and staff as is deemed necessary by the County for Assistant County Counsel to provide the services identified in Attachment A to this Agreement.

## **8. COUNTY PROPERTY.**

A. Supplies, Equipment, etc. All supplies, equipment, tools, protective or safety devices, badges, identification cards, keys, uniforms, vehicles, reference materials, furniture, appliances, etc. provided to Assistant County Counsel by County pursuant to this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of County. Assistant County Counsel will use reasonable care to protect, safeguard and maintain such items while they are in Assistant County Counsel's possession.

B. Products of Assistant County Counsel's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are

the result or product of, Assistant County Counsel's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Assistant County Counsel will convey possession and title to all such properties to County.

**9. WORKERS' COMPENSATION.**

County shall provide workers' compensation coverage to Assistant County Counsel for all acts performed in the course and scope of providing the services described in Attachment A to this Agreement. In the event a claim is made by Assistant County Counsel for injuries received in the course and scope of providing such services, County's liability shall be limited to workers' compensation benefits payable under the California Labor Code.

**10. DEFENSE AND INDEMNIFICATION.**

In the event the Assistant County Counsel is sued for acts performed within the course and scope of providing services and work described in Attachment A of this Agreement, County shall defend, indemnify, and hold the Assistant County Counsel harmless from any and all liability arising from such acts as required by law.

**11. TERMINATION AND DISCIPLINE.**

Assistant County Counsel's services under this Agreement may be terminated by County without cause, and at will, for any reason by giving to Assistant County Counsel one hundred eighty (180) days written notice of such intent to terminate. Assistant County Counsel may terminate this Agreement without cause, and at will, for any reason whatsoever by giving thirty (30) days written notice of such intent to terminate to County.

**12. ASSIGNMENT.**

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

**13. NONDISCRIMINATION.**

Assistant County Counsel agrees to comply with various provisions of the federal, state, and county statutes, laws, and ordinances applicable to the County prohibiting discrimination against any person on specified grounds.

**14. CONFIDENTIALITY.**

Assistant County Counsel agrees to comply with various provisions of the federal, state, and county laws and ordinances providing that information and records kept, maintained, or accessible by the County, shall be privileged, restricted, or confidential. Disclosure of such confidential, privileged, or protected information shall be made by Assistant County Counsel only as allowed by law.

**15. CONFLICTS.**

Assistant County Counsel agrees that Assistant County Counsel has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of



the work and services under this Agreement. Assistant County Counsel agrees to complete and file appropriate conflict of interest statements.

**16. POST AGREEMENT COVENANT.**

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

**17. AMENDMENT.**

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

**18. NOTICE.**

Any notice, amendments, or additions to this Agreement, including change of address of either party during the term of this Agreement, which Assistant County Counsel or County shall be required, or may desire, to make shall be in writing and shall be sent by prepaid first class mail to the respective parties as follows:

**County of Inyo**  
County Counsel \_\_\_\_\_ Department  
P.O. Drawer N \_\_\_\_\_ Mailing Address  
Independence, CA 93526 \_\_\_\_\_ City and State

**Assistant County Counsel**  
CHRISTIAN MILOVICH \_\_\_\_\_ Name  
689 Snow Circle \_\_\_\_\_ Street  
Bishop, CA 93514 \_\_\_\_\_ City and State

**29. ENTIRE AGREEMENT.**

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

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**AGREEMENT BETWEEN COUNTY OF INYO  
AND CHRISTIAN MILOVICH  
FOR THE PROVISION OF PERSONAL SERVICES  
AS ASSISTANT COUNTY COUNSEL**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
\_\_ DAY \_\_\_\_\_, 2021\_\_.

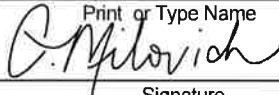
**COUNTY OF INYO**

**ASSISTANT COUNTY COUNSEL**

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

By: Christian E. Milovich

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

Print or Type Name  
  
Signature

Dated: 12/06/2021

APPROVED AS TO FORM AND  
LEGALITY:

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

APPROVED AS TO ACCOUNTING  
FORM:

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

APPROVED AS TO PERSONNEL  
REQUIREMENTS:

\_\_\_\_\_  
Personnel Services

**ATTACHMENT A**

**AGREEMENT BETWEEN COUNTY OF INYO  
AND CHRISTIAN E. MILOVICH  
FOR THE PROVISION OF PERSONAL SERVICES  
AS ASSISTANT COUNTY COUNSEL**

**TERM:**

**FROM: 01/13/2022 TO: TERMINATION**

**SCOPE OF WORK:**

Upon commencing employment, Assistant County Counsel shall perform the duties and responsibilities as identified in the job description for Assistant County Counsel incorporated herein by this reference.

**ATTACHMENT B**

**AGREEMENT BETWEEN COUNTY OF INYO  
AND CHRISTIAN E. MILOVICH  
FOR THE PROVISION OF PERSONAL SERVICES  
AS ASSISTANT COUNTY COUNSEL**

**TERM:**

**FROM: 01/13/2022 TO: TERMINATION**

**SCHEDULE OF FEES:**

1. After commencing employment, Assistant County Counsel shall be paid \$12,365 per month, and shall be paid every two weeks on County paydays. Department Head is starting at step D in the salary and will move up the steps on anniversary date.
2. The County Counsel will review Assistant County Counsel's performance annually.
3. Except as otherwise provided in this contract, Assistant County Counsel shall be compensated and receive benefits according to Inyo County Resolution Number 2021-38 or a successor resolution applicable to Management Employees.
4. County will provide and maintain a motor vehicle for Assistant County Counsel's use travelling between work locations and in conducting other County business. Said vehicle will be garaged overnight at a County facility unless prior permission is granted by the County Counsel or his designee.
5. Assistant County Counsel is entitled to eighty (80) paid administrative hours off every fiscal year. The administrative leave hours shall not accumulate and will be lost if not utilized during the fiscal year. The administrative leave shall have no cash value.
6. The provisions of this Attachment B shall prevail over any contrary provision in any applicable County personnel policy or rule.

**ATTACHMENT C**

**AGREEMENT BETWEEN COUNTY OF INYO  
AND CHRISTIAN E. MILOVICH  
FOR THE PROVISION OF PERSONAL SERVICES  
AS ASSISTANT COUNTY COUNSEL**

**TERM:**

**FROM: 01/13/2022 TO: TERMINATION**

**SCHEDULE OF TRAVEL AND PER DIEM PAYMENT:**

1. Subject to Paragraph 2 below, County will reimburse Assistant County Counsel for travel and per diem expenses in the same amount and to the same extent as County reimburses its permanent status merit system employees.
2. Assistant County Counsel will not be reimbursed for intra-county travel by private automobile to destinations less than seventy-five (75) miles from Independence, California.

**\\\\ NOTHING FOLLOWS\\\\**



# County of Inyo



## Assessor

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** David Stottlemyre

**SUBJECT:** Amendment 2 to Erik Endler Professional Services Contract

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**RECOMMENDED ACTION:**

Request Board approve Amendment No. 2 to the contract between the County of Inyo and Erik Endler for the provision of professional services relating to the creation of a valuation model for purposes of training appraisal staff and the use in property tax assessments related to income-producing properties, specifically geothermal properties, to extend the end date from December 31, 2021 to June 30, 2022, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

The original agreement, under the direction of the County Assessor, is providing for the creation of a valuation model for purposes of deriving an assessment for geothermal property. It is also serving to train the Assessor's office appraisal staff in the process of valuing geothermal property. With properly trained staff, future outside services can be minimized. An extension of the contract is requested so that the contractor may complete the Scope of Work and allow for any unanticipated occurrences to be appropriately addressed.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

On May 11, 2021, your Board approved a contract between the County of Inyo and Erik Endler for the provision of professional services relating to the creation of a valuation model for purposes of training appraisal staff and the use in property tax assessments related to income-producing properties, specifically geothermal properties, for the period of June 1, 2021 to September 30, 2021 in an amount not to exceed \$50,000. On September 21, 2021 your Board approved a contract extension from September 30, 2021 to December 31, 2021 in an amount not to exceed \$50,000.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board may choose to not approve this contract amendment. Doing so would leave the contractor's work unfinished, and require the Assessor's appraisal staff to perform the valuation with the limited experience they have with this type of project.

**OTHER AGENCY INVOLVEMENT:**

County Counsel

**FINANCING:**

The expense for the original contract is budgeted in the Fiscal Year 2021-2022 Assessor Budget (010600) in the Professional Services Object Code (5265). This amendment does not change the amount of the agreement.

**ATTACHMENTS:**

1. Erik Endler Contract Amendment 2
2. Erick Endler Contract Amendment 1
3. Erick Endler Original Contract

**APPROVALS:**

Darcy Ellis	Created/Initiated - 12/3/2021
Darcy Ellis	Approved - 12/3/2021
John Vallejo	Approved - 12/3/2021
Amy Shepherd	Approved - 12/3/2021
David Stottlemyre	Final Approval - 12/3/2021

**AMENDMENT NUMBER 2 TO**  
**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Erik Endler**  

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**FOR THE PROVISION OF PERSONAL SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and  
Erik Endler of \_\_\_\_\_  
(hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Personal  
Services dated 5/11/2021, on County of Inyo Standard Contract No. 155,  
for the term from 6/1/2021 to 9/30/2021.

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:

Amendment 1 : Extend the contract to 12/31/2021

Amendment 2: Extend the contract to 6/30/2022

The effective date of this Amendment to the Agreement is \_\_\_\_\_.

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



**AMENDMENT NUMBER 2 TO**  
**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Erik Endler**  
**FOR THE PROVISION OF PERSONAL SERVICES**

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

**COUNTY OF INYO**

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

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

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

\_\_\_\_\_  
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

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

**CONTRACTOR**

By: Erik Endler  
Signature  
Erik Endler  
Print or Type Name

Dated: 12/2/2021

**AMENDMENT NUMBER 1 TO**  
**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Erik Endler**  
**FOR THE PROVISION OF PERSONAL SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and  
Erik Endler, of \_\_\_\_\_  
(hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Personal  
Services dated \_\_\_\_\_, on County of Inyo Standard Contract No. 155,  
for the term from 6/1/2021 to 9/30/2021.

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:

Extend the contract to 12/31/2021

The effective date of this Amendment to the Agreement is \_\_\_\_\_.

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

**AMENDMENT NUMBER 1 TO**  
**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Erik Endler**  
**FOR THE PROVISION OF PERSONAL SERVICES**

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

**COUNTY OF INYO**

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

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

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

\_\_\_\_\_  
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

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

**CONTRACTOR**

By: Erik Endler

Signature  
Erik Endler  
Print or Type Name

Dated: 9-10-2021

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 11<sup>th</sup> day of May 2021 an order was duly made and entered as follows:

*Assessor –  
Erik Endler  
Contract*

Moved by Supervisor Pucci and seconded by Supervisor Roeser to approve the contract between the County of Inyo and Erik Endler for the provision of professional services relating to the creation of a valuation model for purposes of training appraisal staff and the use in property tax assessments related to income producing properties, specifically geothermal properties, for the period of June 1, 2021 to September 30, 2021 in an amount not to exceed \$50,000, contingent upon the Board's adoption of the Fiscal Year 2021-2022 Budget, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained. Motion carried unanimously.

<i>Routing</i>
CC Purchasing Personnel Auditor CAO Other: Assessor DATE: May 12, 2021

WITNESS my hand and the seal of said Board this 11<sup>th</sup>  
Day of May, 2021



CLINT G. QUILTER  
Clerk of the Board of Supervisors

A handwritten signature in blue ink, appearing to read "Clint G. Quilter".

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



# County of Inyo



## Assessor

### CONSENT - ACTION REQUIRED

**MEETING:** May 11, 2021

**FROM:** David Stottlemyre

**SUBJECT:** Professional Services Contract

---

**RECOMMENDED ACTION:**

Request Board approve the contract between the County of Inyo and Erik Endler for the provision of professional services relating to the creation of a valuation model for purposes of training appraisal staff and the use in property tax assessments related to income producing properties, specifically geothermal properties, for the period of June 1, 2021 to September 30, 2021 in an amount not to exceed \$50,000, contingent upon the Board's adoption of the Fiscal Year 2021-2022 Budget, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

This agreement, under the direction of the County Assessor, will provide for the creation of a valuation model for purposes of deriving an assessment for geothermal property. It will also serve to train the Assessor's office appraisal staff in the process of valuing geothermal property. With properly trained staff, future outside services can be minimized.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

N/A

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board may choose to not approve this contract. Doing so would require the Assessor's appraisal staff to perform the valuation with the limited experience they have with this type of project.

**OTHER AGENCY INVOLVEMENT:**

N/A

**FINANCING:**

This expense will be budgeted in the Fiscal Year 2021-2022 Assessor Budget (010600) in the Professional Services object code (5265).

**ATTACHMENTS:**

1. Erik Endler Contract

**APPROVALS:**

Darcy Ellis	Created/Initiated - 4/28/2021
David Stottlemyre	Approved - 4/28/2021
John Vallejo	Approved - 5/4/2021
Sue Dishion	Approved - 5/5/2021
Clint Quilter	Approved - 5/5/2021
Amy Shepherd	Approved - 5/6/2021
David Stottlemyre	Final Approval - 5/6/2021

RECEIVED  
APR 26 2021  
INYO COUNTY  
ASSESSOR'S OFFICE

AND Erik Endler  
**AGREEMENT BETWEEN INYO COUNTY  
FOR THE PROVISION OF PROFESSIONAL SERVICES**

**INTRODUCTION**

WHEREAS, the County of Inyo, a political subdivision of the State of California (hereinafter referred to as "County") may have the need for the professional services of Erik Endler hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereby agree as follows:

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

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

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

**2. INTIAL TERM AND OPTIONS.**

The initial term of this Agreement shall be from 06/01/2021 to 09/30/2021 unless sooner terminated as provided below. In addition, County shall have two options to extend the Agreement for additional one-year periods as follows:

- a. From NA through \_\_\_\_\_
- b. From NA through \_\_\_\_\_

County shall exercise such options by giving written notice to Contractor at least thirty (30) days before the expiration of the Agreement, or an extension thereof.

The notice shall specify the period of the options being exercised. The option to extend shall be upon the same terms and conditions as stated in this Agreement.

**3. CONSIDERATION.**

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

B. Travel and per diem. Contractor will not be paid or reimbursed for the travel expenses or per diem which Contractor incurs in providing services and work under this Agreement.

C. No additional consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits,

disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

D. Limit upon amount payable under Agreement. The total sum of all payments made by County to Contractor for services and work performed under this Agreement, including travel and per diem expenses, if any, shall not exceed fifty thousand dollars and zero cents Dollars (\$50,000) (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

E. Billing and payment. Contractor shall submit to the County, once a month, an itemized statement of all hours spent by Contractor in performing services and work described in Attachment A, which were done at the County's request. This statement will be submitted to the County not later than the fifth (5th) day of the month. The statement to be submitted will cover the period from the first (1st) day of the preceding month through and including the last day of the preceding month. This statement will identify the date on which the hours were worked and describe the nature of the work which was performed on each day. Upon timely receipt of the statement by the fifth (5th) day of the month, County shall make payment to Contractor on the last day of the month.

F. Federal and State taxes.

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

(2) County will withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety nine dollars (\$1,499.00).

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

(4) The total amounts paid by County to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board. To facilitate this reporting, Contractor shall complete and submit to County an Internal Revenue Service (IRS) Form W-9, upon executing this Agreement.

#### **4. WORK SCHEDULE.**

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

#### **5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.**

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

B. Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving federal funds as listed



in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: <http://www.sam.gov>.

## **6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.**

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

## **7. COUNTY PROPERTY.**

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

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

## **8. INSURANCE.**

For the duration of this Agreement Contractor shall procure and maintain insurance of the scope and amount specified in Attachment **C** and with the provisions specified in that attachment.

## **9. STATUS OF CONTRACTOR.**

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

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

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

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

## 10. DEFENSE AND INDEMNIFICATION.

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

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

To the extent permitted by law, County shall defend, indemnify, and hold harmless Contractor, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, or resulting from, the active negligence, or wrongful acts of County, its officers, or employees.

## 11. RECORDS AND AUDIT.

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

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

## 12. NONDISCRIMINATION.

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

## 13. CANCELLATION.

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

## 14. ASSIGNMENT.

This is an agreement for the services of Contractor. County has relied upon the skills, knowledge, experience, and training of Contractor as an inducement to enter into this Agreement. Contractor shall not assign

or subcontract this Agreement, or any part of it, without the express written consent of County. Further, Contractor shall not assign any monies due or to become due under this Agreement without the prior written consent of County.

**15. DEFAULT.**

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

**16. WAIVER OF DEFAULT.**

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

**17. CONFIDENTIALITY.**

Contractor further agrees to comply with the various provisions of the federal, state, and County laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Contractor only with the express written consent of the County. Any disclosure of confidential information by Contractor without the County's written consent is solely and exclusively the legal responsibility of Contractor in all respects.

Notwithstanding anything in the Agreement to the contrary, names of persons receiving public social services are confidential and are to be protected from unauthorized disclosure in accordance with Title 45, Code of Federal Regulations Section 205.50, the Health Insurance Portability and Accountability Act of 1996, and Sections 10850 and 14100.2 of the Welfare and Institutions Code, and regulations adopted pursuant thereto. For the purpose of this Agreement, all information, records, and data elements pertaining to beneficiaries shall be protected by the provider from unauthorized disclosure.

**18. CONFLICTS.**

Contractor agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

**19. POST AGREEMENT COVENANT.**

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

**20. SEVERABILITY.**

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or County statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be

invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

**21. FUNDING LIMITATION.**

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

**22. AMENDMENT.**

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

**23. NOTICE.**

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Contractor or County shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

<b>INYO COUNTY:</b>	
<u>Assessor</u>	Department
<u>PO BOX J</u>	Address
<u>Independence CA 93526</u>	City and State

<b>CONTRACTOR:</b>	
<u>Erik Endler</u>	Name
<u>30345 Mission St.</u>	Address
<u>Highland, CA 92346</u>	City and State

**24. ENTIRE AGREEMENT.**

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

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**AGREEMENT BETWEEN INYO COUNTY**  
**AND Erik Endler**  
**FOR THE PROVISION OF PROFESSIONAL SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
11th DAY OF May, 2021.

**INYO COUNTY**

By: *Jeff Duffetto*  
Dated: 05/11/2021

**CONTRACTOR**

By: *Erik Endler*  
*Erik Endler*  
Print or Type Name  
Dated: 4-19-2021

APPROVED AS TO FORM AND  
LEGALITY:  
*[Signature]*  
County Counsel

APPROVED AS TO ACCOUNTING FORM:  
*[Signature]*  
Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:  
*Sue Doshon / by [Signature]*  
Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS:  
*Caron Holmberg*  
Risk Manager

**ATTACHMENT A**

**AND** Erik Endler  
**AGREEMENT BETWEEN INYO COUNTY**  
**FOR THE PROVISION OF PROFESSIONAL SERVICES**

**TERM:**

**FROM:** 06/01/2021

**TO:** 09/30/2021

**SCOPE OF WORK:**

Under the direction of the County Assessor, create a valuation model(s) for the purpose of property tax assessments for change-of-ownership and regular ongoing assessments of geothermal power plant properties within Inyo County, and assist and advise the County Assessor and staff in the creation and understanding of same.

**CONFIDENTIALITY**

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

Contractor shall also maintain the confidentiality of all records, information and data of any form or description related to any assessee that is obtained in performance of this Agreement, in accordance with the provisions of Sections 408, 451, 441, and 481 of the Revenue and Taxation Code ("Confidential Information"). Such Confidential Information includes, but is not limited to, change of ownership statements, property tax returns, income tax returns, annual business property statements, all information obtained by an Assessor pursuant to Revenue and Taxation Code Sections 441(d) through and including 470, purchase/sale agreements, purchase/sale cash flow statements and any other confidential property owner information obtained by Contractor. Contractor shall provide all services, advice and representation rendered under this Agreement exclusively to the Inyo County Assessor. All records, data and Confidential Information coming into Contractor's possession and all knowledge gained during the course of Contractor's performance of services hereunder shall be and remain the property of the County and shall be maintained by Contractor in strictest confidence while in Contractor's possession. Contractor shall never show, discuss or provide Confidential Information, taxpayer information or records in Contractor's possession to any third party and shall take all necessary steps to protect Confidential Information. If source data, work product or any other Confidential Information, prepared by or in the possession of Contractor, are subject to a request for discovery during any assessment appeal or other administrative or judicial proceeding, Contractor shall assert the individual Assessor's privilege against disclosure of this information and notify the Assessor of the discovery request. Contractor and the Assessor shall also assert the confidentiality privilege against disclosure and the confidentiality requirements of Revenue and Taxation Code Sections 408(e), 441, 451, and 481.

**ATTACHMENT B**

**AND** Erik Endler  
**AGREEMENT BETWEEN INYO COUNTY**  
**FOR THE PROVISION OF PROFESSIONAL SERVICES**

**TERM:**

**FROM:** 06/01/2021 **TO:** 09/30/2021

**SCHEDULE OF FEES:**

Contractor shall be paid \$250 per hour for work performed.

Contractor shall be reimbursed for direct expenses incurred by contractor to secure valuation data required to fulfill the scope of work.

**ATTACHMENT C**

**AND** Erik Endler **AGREEMENT BETWEEN INYO COUNTY**  
**FOR THE PROVISION OF PROFESSIONAL SERVICES**

**TERM:**

**FROM:** 06/01/2021 **TO:** 09/30/2021

**SEE ATTACHED INSURANCE PROVISIONS**





# County of Inyo



## County Administrator

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Denelle Carrington

**SUBJECT:** Approval of Amendment No. 1 for the Contract between the County of Inyo and Eva S. Wasef, MD for Autopsy Services

---

**RECOMMENDED ACTION:**

Request Board approve Amendment No. 1 to the contract between the County of Inyo and Eva S. Wasef, MD of Pasadena, CA, increasing the contract to an amount not to exceed \$125,000, and authorize the Chairperson to sign.

**SUMMARY/JUSTIFICATION:**

Dr. Eva Wasef's original contract amount for the period of July 1, 2020 - June 30, 2022 was \$85,000. This increase of \$40,000 to the contract will allow Dr. Wasef to complete additional autopsies, as required, through the end of the contract period. The cases in the Coroner's Office have increased substantially in the past two years and this contract increase is needed to fulfill the Coroner duties in Inyo County.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose to not approve this amendment, which would impact the job of the Coroner, and not allow him to move forward appropriately to fulfill his duties as Coroner.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

There are sufficient funds in the Coroners Budget #023500, in the Professional Services object code #5265 to cover this increase.

**ATTACHMENTS:**

1. Wasef Contract Amendment No. 1
2. Wasef Contract - Original

**APPROVALS:**

Denelle Carrington  
Darcy Ellis  
Denelle Carrington  
Sue Dishion  
John Vallejo  
Amy Shepherd

Created/Initiated - 12/2/2021  
Approved - 12/2/2021  
Approved - 12/2/2021  
Approved - 12/2/2021  
Approved - 12/2/2021  
Final Approval - 12/6/2021

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
Eva S. Wasef, M.D.  
FOR THE PROVISION OF Autopsy SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Eva S. Wasef, M.D., of Pasadena, California, (hereinafter referred to as "Contractor"), have entered into an Agreement for the provision of Independent Contractor Services dated June 16, 2020, on County of Inyo Modified Contract No. 116, for the term from July 1, 2020 to June 30, 2022.

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:

**3. CONSIDERATION.**

D. Limit upon amount payable under Agreement. The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed \$130,000 Dollars (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 which is in excess of the contract limit.

The effective date of this Amendment to the Agreement is January 1, 2022

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

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
Eva S. Wasef, M.D.  
FOR THE PROVISION OF Autopsy SERVICES**

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

COUNTY OF INYO

CONTRACTOR

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

By: Eva S. Wasef  
Signature

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

Eva S. Wasef  
Type or Print  
Dated: 11/29/21

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

Christie Martindale  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

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

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 16<sup>th</sup> day of JUNE 2020 an order was duly made and entered as follows:

**CAO – Eva S.  
Wasef Sole-Source  
Contract**

Moved by Supervisor Pucci and seconded by Supervisor Griffiths to: A) declare Eva S. Wasef, M.D. a sole-source provider of autopsy services in Inyo County; and B) approve the contract with Eva S. Wasef, M.D. for autopsy services for the term of July 1, 2020 through June 30, 2022 for a total contract amount not to exceed \$85,000, contingent upon the Board's adoption of future budgets, and authorize the Chairperson to sign. Motion carried unanimously.

WITNESS my hand and the seal of said Board this 16<sup>th</sup>  
Day of JUNE, 2020

Routing
CC: Purchasing: Personnel Auditor CAO: Other: DATE: June 19, 2020



CLINT G. QUILTER  
Clerk of the Board of Supervisors

A handwritten signature in black ink, appearing to read "Clint G. Quilter".

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



# County of Inyo



## County Administrator

### CONSENT - ACTION REQUIRED

**MEETING:** June 16, 2020

**FROM:** Denelle Carrington

**SUBJECT:** Approval of Contract for Autopsy Services

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**RECOMMENDED ACTION:**

Request Board: A) declare Eva S. Wasef, M.D. a sole-source provider of autopsy services in Inyo County; and B) approve the contract with Eva S. Wasef, M.D. for autopsy services for the term of July 1, 2020 through June 30, 2022 for a total contract amount not to exceed \$85,000, contingent upon the Board's adoption of future budgets, and authorize the Chairperson to sign.

**SUMMARY/JUSTIFICATION:**

Dr. Eva Wasef's current contract expires June 30, 2020. She has graciously worked with the Coroner's Office for the past several years as the Coroner's autopsy surgeon. She is a pathologist at Northern Inyo Hospital and is currently the only pathologist in Inyo County. There is no one with her expertise and laboratory availability to assist the Coroner. She is able to provide microscopic studies and immediate toxicology services when needed to determine the cause of death. Her services are a tremendous benefit to the County.

The Sole Source justification is warranted based on her expertise, lower expense and her local proximity to the Coroners' Office.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose to not approve this contract, which would impact the job of the Coroner, and not allow him to move forward appropriately and fulfill his duties as Coroner.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

This expense will be budgeted in the Coroner's Budget (023500) each year in Professional Services (5265).

**ATTACHMENTS:**

1. Wasef Contract 2020-2022

**APPROVALS:**

Denelle Carrington  
Darcy Ellis  
Denelle Carrington  
Sue Dishion  
Marshall Rudolph  
Amy Shepherd

Created/Initiated - 6/2/2020  
Approved - 6/2/2020  
Approved - 6/3/2020  
Approved - 6/3/2020  
Approved - 6/3/2020  
Final Approval - 6/4/2020

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** Eva S. Wasef, M.D.  
**FOR THE PROVISION OF** Autopsy **SERVICES**

**INTRODUCTION**

WHEREAS, the County of Inyo (hereinafter referred to as "County") may have the need for the Autopsy services of Eva S. Wasef, M.D. of Pasadena, CA (hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereby agree as follows:

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

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

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

**2. TERM.**

The term of this Agreement shall be from 07/01/2020, to 06/30/2022, unless sooner terminated as provided below.

**3. CONSIDERATION.**

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

B. Travel and per diem. Contractor will not be paid or reimbursed for travel expenses or per diem which Contractor incurs in providing services and work requested by County under this Agreement.

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

D. Limit upon amount payable under Agreement. The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed



\$85,000

Dollars (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 which is in excess of the contract limit.

E. Billing and payment. Contractor shall submit to the County, once a month, an itemized statement of all services and work described in attachment A, which were done at the County's request. This statement will be submitted to the County not later than the fifth (5th) day of the month. The statement to be submitted will cover the period from the first (1st) day of the preceding month through and including the last day of the preceding month. This statement will identify the date on which the services and work were performed and describe the nature of the services and work which were performed on each day. Upon timely receipt of the statement by the fifth (5th) day of the month, County shall make payment to Contractor on the last day of the month.

F. Federal and State taxes.

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

(2) County will withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety nine dollars (\$1,499.00).

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

(4) The total amounts paid by County to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board. To facilitate this reporting, Contractor shall complete and submit to the County an Internal Revenue Service (IRS) Form W-9 upon executing this Agreement.

**4. WORK SCHEDULE.**

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

**5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.**

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

B. Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: <http://www.sam.gov>.

**6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.**

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

**7. COUNTY PROPERTY.**

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

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

**8. WORKERS' COMPENSATION.**

Contractor shall provide Statutory California Worker's Compensation coverage and Employer's Liability coverage for not less than \$1,000,000 per occurrence for all employees engaged in services or operations under this Agreement. The County of Inyo, its agents, officers and employees shall be named as additional insured or a waiver of subrogation shall be provided.

**9. INSURANCE.**

For the duration of this Agreement Contractor shall procure and maintain insurance of the scope and amount specified in Attachment C and the provisions specified in that attachment.

**10. STATUS OF CONTRACTOR.**

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

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

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

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

#### 11. DEFENSE AND INDEMNIFICATION.

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

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

To the extent permitted by law, County shall defend, indemnify, and hold harmless Contractor, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, or resulting from, the active negligence, or wrongful acts of County, its officers, or employees.

#### 12. RECORDS AND AUDIT.

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

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

#### 13. NONDISCRIMINATION.

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

**14. CANCELLATION.**

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

**15. ASSIGNMENT.**

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

**16. DEFAULT.**

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

**17. WAIVER OF DEFAULT.**

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph twenty-three (23) below.

**18. CONFIDENTIALITY.**

Contractor further agrees to comply with the various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Contractor only with the express written consent of the County. Any disclosure of confidential information by Contractor without the County's written consent is solely and exclusively the legal responsibility of Contractor in all respects.

Notwithstanding anything in the Agreement to the contrary, names of persons receiving public social services are confidential and are to be protected from unauthorized disclosure in accordance with Title 45, Code of Federal Regulations Section 205.50, the Health Insurance Portability and Accountability Act of 1996, and Sections 10850 and 14100.2 of the Welfare and Institutions Code, and regulations adopted pursuant thereto. For the purpose of this Agreement, all information, records, and data elements pertaining to beneficiaries shall be protected by the provider from unauthorized disclosure.

**19. CONFLICTS.**

Contractor agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

**20. POST AGREEMENT COVENANT.**

Contractor agrees not to use any confidential, protected, or privileged information which is gained from the County in the course of providing services and work under this Agreement, for any personal benefit, gain, or enhancement. Further, Contractor agrees for a period of two years after the termination of this

Agreement, not to seek or accept any employment with any entity, association, corporation, or person who, during the term of this Agreement, has had an adverse or conflicting interest with the County, or who has been an adverse party in litigation with the County, and concerning such, Contractor by virtue of this Agreement has gained access to the County's confidential, privileged, protected, or proprietary information.

**21. SEVERABILITY.**

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

**22. FUNDING LIMITATION.**

The ability of County to enter this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Contractor of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph twenty-three (23) (Amendment).

**23. AMENDMENT.**

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

**24. NOTICE.**

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Contractor or County shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

County of Inyo: Coroner	Department
325 West Elm Street	Address
Bishop, CA 93514	City and State

Contractor: Eva S. Wasef, M.D.	Name
500 Madeline Drive	Address
Pasadena, CA 91105	City and State

**25. ENTIRE AGREEMENT.**

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

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AGREEMENT BETWEEN COUNTY OF INYO  
AND Eva S. Wasef, M.D.  
FOR THE PROVISION OF Autopsy SERVICES

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
DAY 18 OF June, 2020.

COUNTY OF INYO:

By: [Signature]

Dated: 6/18/20

CONTRACTOR:

By: Eva S. Wasef  
Type or Print Name

[Signature]  
Signature

Dated: 4/26/20

APPROVED AS TO FORM AND LEGALITY:

[Signature]  
County Counsel

APPROVED AS TO ACCOUNTING FORM:

[Signature]  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

[Signature]  
Director of Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS:

[Signature]  
County Risk Manager

s:County Counsel/Contracts/MiscContracts/PhysII.116

**ATTACHMENT A**

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** Eva S. Wasef, M.D.  
**FOR THE PROVISION OF** Autopsy **SERVICES**

**TERM:**

**FROM:** 07/01/2020 **TO:** 06/30/2022

**SCOPE OF WORK:**

Autopsy Services

**ATTACHMENT B**

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** Eva S. Wasef, M.D.  
**FOR THE PROVISION OF** Autopsy **SERVICES**

**TERM:**

**FROM:** 07/01/2020 **TO:** 06/30/2022

**SCHEDULE OF FEES:**

Gross Complete Autopsy.....	\$1,200.00
External examination and review of medical records to determine the cause of death.....	\$ 600.00
Transcription.....	\$ 60.00
Processing Fee.....	\$ 120.00
Reimbursement of microscopic tests required to determine the cause of death.....	\$ 300.00



**ATTACHMENT C**

**AND** **AGREEMENT BETWEEN COUNTY OF INYO**  
Eva S. Wasef, M.D.  
**FOR THE PROVISION OF** Autopsy **SERVICES**

**TERM:**

**FROM:** 07/01/2020 **TO:** 06/30/2022

**SEE ATTACHED INSURANCE PROVISIONS**



# County of Inyo



## County Administrator - Emergency Services

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Kelley Williams

**SUBJECT:** Request Board approve Navigating Preparedness Associates, LLC Amendment No. 2

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**RECOMMENDED ACTION:**

Request Board approve Amendment No. 2 to the contract between the County of Inyo and Navigating Preparedness Associates, LLC of Lafayette, CA extending the term end date from December 31, 2021 to June 30, 2022, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

On May 1, 2020, Inyo County entered into a contract agreement with Navigating Preparedness Associates, LLC (NPA), to provide consulting services to update the Inyo County Emergency Operations Plan (EOP) and its annexes.

When the contract came before your Board for consideration, noted within the Agenda Request Summary/Justification language was the comment *“Update of the EOP and annexes, and completion of the validation workshop, are currently scheduled to be complete by August 31, 2021. If the COVID-19 Pandemic event should cause delay in some of the stakeholder meetings and collaboration efforts, it may become necessary to amend the contract by extending the term.”*

The last 20 months have been very difficult for everyone. The COVID event continues to challenge the Department Heads and their staff, the community, and the nation as a whole. Departmental staff shortages have led to adjustments being made to the EOP annex review timeline, which has resulted in a delayed project completion date.

The EOP update project manager continues to meet regularly with the contractor to coordinate the base plan and annex editing. As time has allowed, departments have been reviewing and editing their assigned annexes and returning them to the project manager upon completion.

On August 3, 2021, your Board approved Amendment No. 1 to the NPA contract, extending the term date from August 31, 2021 to December 31, 2021. With the rapid spike of Inyo COVID cases that began in late August, it has become apparent that a contract extension is once again necessary to make sure appropriate time remains on the NPA contract to ensure CalOES, Departments and the Planning team all have an adequate amount of time to thoroughly review the final draft EOP and annexes before it is presented to your Board for adoption.

At this time, no increase in the contract amount is found to be necessary.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Not approving this amendment will cause additional stress on Departments and stakeholders, whom all continue to be challenged with COVID related impacts. Additional time for completion of the EOP Update Project would be the appropriate action to take at this time. As mentioned in the Summary, the COVID event is still evolving and the impacts that may occur over the next few months are still unknown.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

The amount of the contract will remain the same.

**ATTACHMENTS:**

1. NPA Contract Amendment No. 2
2. NPA Contract Amendment No. 1
3. NPA Contract

**APPROVALS:**

Kelley Williams	Created/Initiated - 11/15/2021
Darcy Ellis	Approved - 11/15/2021
Kelley Williams	Approved - 11/17/2021
John Vallejo	Approved - 11/18/2021
Amy Shepherd	Approved - 11/18/2021
Leslie Chapman	Final Approval - 12/9/2021

**AMENDMENT NUMBER   2**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
  Navigating Preparedness Associates, LLC    
FOR   Consulting   SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and   Navigating Preparedness Associates, LLC   (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Independent Contractor Services dated   May 1, 2020  , on County of Inyo Standard Contract No.   113  , for the term from   May 1, 2020   through   August 31, 2021  .

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:

1. The term of this Agreement shall be from   May 1, 2020   to   June 30, 2022  , unless sooner terminated as provided below.

/// NOTHING FOLLOWS ///

The effective date of this Amendment to the Agreement is \_\_\_\_\_.

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

**AMENDMENT NUMBER   2**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Navigating Preparedness Associates, LLC**  
**FOR Consulting SERVICES**

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

**COUNTY OF INYO**

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

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

**CONTRACTOR**

By: Lee Rosenberg  
\_\_\_\_\_  
Signature

Lee Rosenberg  
\_\_\_\_\_  
Type or Print

Dated: 11/17/2021

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

\_\_\_\_\_  
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

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

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 3<sup>rd</sup> day of August 2021 an order was duly made and entered as follows:

*Emergency Services* Moved by Supervisor Totheroh and seconded by Supervisor Pucci to approve Amendment  
– *Navigating* No. 1 to the contract between the County of Inyo and Navigating Preparedness Associates,  
*Preparedness* LLC of Layfayette, CA, extending the term end date from August 31, 2021 to December 31,  
*Contract* 2021, and authorize the Chairperson to sign, contingent upon all appropriate signatures being  
*Amendment 1* obtained. Motion carried unanimously.

<i>Routing</i>
CC Purchasing Personnel Auditor CAO <i>Emergency Services</i> Other: DATE: August 9, 2021

WITNESS my hand and the seal of said Board this 3<sup>rd</sup>  
Day of August, 2021



LESLIE CHAPMAN  
Clerk of the Board of Supervisors

*Leslie L. Chapman*

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



# County of Inyo



## County Administrator - Emergency Services

### CONSENT - ACTION REQUIRED

**MEETING:** August 3, 2021

**FROM:** Kelley Williams

**SUBJECT:** Request Board approve Navigating Preparedness Associates, LLC Amendment No. 1

---

**RECOMMENDED ACTION:**

Request Board approve Amendment No. 1 to the contract between the County of Inyo and Navigating Preparedness Associates, LLC of Lafayette, CA, extending the term end date from August 31, 2021 to December 31, 2021, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

On April 28, 2020, Inyo County entered into a contract agreement with Navigating Preparedness Associates, LLC (NPA), to provide consulting services to update the Inyo County Emergency Operations Plan and its annexes.

When the contract came before your Board for consideration, noted within the Agenda Request Summary/Justification language was the comment "Update of the EOP and annexes, and completion of the validation workshop, are currently scheduled to be complete by August 31, 2021. If the COVID-19 Pandemic event should cause delay in some of the stakeholder meetings and collaboration efforts, it may become necessary to amend the contract by extending the term."

The COVID-19 Pandemic event has made the last 16 months extremely difficult for everyone, globally. The duration of this event (which still continues) has really challenged the Department Heads and their staff, the community, and the nation as a whole. Departments struggled with reduced staffing; employees found it necessary to adapt to an out of office work environment that sometimes proved to be awkward and difficult; work assignments were focused on COVID related response activities while normal day to day work activities and projects were put on hold until time permitted.

All of these challenges, and the continuous evolvement of the COVID event status, has led to a delay in the EOP project timeline and project completion date.

The Inyo County assigned EOP Update Project Manager has been meeting monthly with NPA to finalize the draft base plan and collaborate on the edit/review of all of the drafted annexes. As time permits, assigned Departments will continue with their task of reviewing the annexes that detail their specific responsibilities.

Though the contract does not expire until August 31, 2021, it has become apparent that a contract extension is

necessary to make sure an appropriate timeline is remaining to ensure Departments and stakeholders have an adequate amount of time to thoroughly review the final draft before it is presented to your Board for finalization.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Not approving this amendment will cause additional stress on Departments and stakeholders, whom all continue to be challenged with COVID related impacts. Additional time for completion of the EOP Update Project would be the appropriate action to take at this time. As mentioned in the Summary, the COVID event is still evolving and the impacts that may occur over the next few months are unknown.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

The amount of the contract will remain the same.

**ATTACHMENTS:**

1. NPA - Signed Amendment #1

**APPROVALS:**

Kelley Williams	Created/Initiated - 7/19/2021
Kelley Williams	Approved - 7/19/2021
Darcy Ellis	Approved - 7/19/2021
Kelley Williams	Approved - 7/20/2021
Marshall Rudolph	Approved - 7/20/2021
Amy Shepherd	Approved - 7/21/2021
Sue Dishion	Approved - 7/21/2021
Leslie Chapman	Final Approval - 7/29/2021



**AMENDMENT NUMBER   1**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
  Navigating Preparedness Associates, LLC    
FOR   Consulting   SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and   Navigating Preparedness Associates, LLC   (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Independent Contractor Services dated   May 1, 2020  , on County of Inyo Standard Contract No.   113  , for the term from   May 1, 2020   through   August 31, 2021  .

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:

1. The term of this Agreement shall be from   May 1, 2020   to   December 31, 2021  , unless sooner terminated as provided below.

/// NOTHING FOLLOWS ///

The effective date of this Amendment to the Agreement is \_\_\_\_\_.

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

**AMENDMENT NUMBER   1**

County of Inyo Standard Contract - No \_\_\_\_\_


Page 1

04/30/2020

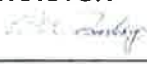
**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Navigating Preparedness Associates, LLC**  
**FOR Consulting SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
9th DAY OF August, 2021.

**COUNTY OF INYO**

By:   
Dated: 08/09/2021

**CONTRACTOR**

By:   
Signature  
Lee Rosenberg  
Type or Print  
Dated: 7/19/2021

APPROVED AS TO FORM AND LEGALITY:

  
County Counsel

APPROVED AS TO ACCOUNTING FORM:

  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

  
County Risk Manager

**AGREEMENT BETWEEN THE COUNTY OF INYO AND**  
**Navigating Preparedness Associates, LLC**  
**FOR Consulting SERVICES**

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

**COUNTY OF INYO**

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

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


**CONTRACTOR**

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

Lee Rosenberg \_\_\_\_\_  
Type or Print

Dated: 7/19/2021

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
\_\_\_\_\_  
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

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

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 28<sup>th</sup> day of April 2020 an order was duly made and entered as follows:

*CAO-Emergency Services – NPA LLC Contract*

Moved by Supervisor Totheroh and seconded by Supervisor Griffiths to declare Navigating Preparedness Associates, LLC, of Lafayette, CA, the successful respondent to Inyo County RFP NO. OES-2020-02-01 Inyo County Emergency Operations Plan & Annexes Update; B) authorize a contract be entered into with Navigating Preparedness Associates, LLC in an amount not to exceed \$77,100 for the term of May 1, 2020 through August 31, 2021, contingent upon the Board's adoption of future budgets; and C) authorize the Chairperson to sign the contract, contingent upon all appropriate signatures being obtained. Motion carried unanimously.

WITNESS my hand and the seal of said Board this 28<sup>th</sup>  
Day of APRIL, 2020

<b>Routing</b>
CC Purchasing Personnel Auditor CAO: Emergency Services Other: DATE: May 6, 2020



CLINT G. QUILTER  
Clerk of the Board of Supervisors

A handwritten signature in black ink, appearing to read "Clint G. Quilter", is written over a horizontal line.

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

#16



# County of Inyo



## County Administrator - Emergency Services

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** April 28, 2020

**FROM:** Kelley Williams

**SUBJECT:** Request Board approve a contract with Navigating Preparedness Associates, LLC for consulting services to update the Inyo County Emergency Operations Plan and Functional Annexes

---

#### RECOMMENDED ACTION:

Request Board: A) declare Navigating Preparedness Associates, LLC, of Lafayette, CA, the successful respondent to Inyo County RFP NO. OES-2020-02-01 Inyo County Emergency Operations Plan & Annexes Update; B) authorize a contract be entered into with Navigating Preparedness Associates, LLC in an amount not to exceed \$77,100 for the term of May 1, 2020 through August 31, 2021, contingent upon the Board's adoption of future budgets; and C) authorize the Chairperson to sign the contract, contingent upon all appropriate signatures being obtained.

#### SUMMARY/JUSTIFICATION:

On February 1, 2020, the County of Inyo Office of Emergency Services advertised Request For Proposal No. OES-2020-02-01, for contract consulting services to update the Inyo County Emergency Operations Plan and Annexes.

Three (3) proposals were received by the submittal due date of March 6, 2020. An evaluation panel consisting of the Inyo County Administrative Officer/Director of Emergency Services, the Inyo County Sheriff and the Inyo County Emergency Services Manager, reviewed and rated all three of the proposals.

The proposal submitted on behalf of Navigating Preparedness Associates, LLC (NPA) was determined to be the proposal that could best address and fulfill the needs of Inyo County in the successful completion of an approved EOP.

NPA's proposal addressed all of the requirements that were stipulated in the RFP, they had excellent references and their proposal was also the lowest. As an added option, upon completion of the update of the EOP and Annexes, NPA offered to conduct an EOP validation workshop. The validation workshop will require additional funds, but the total cost of the EOP update and the validation workshop, is still under the estimated preliminary budget for this project. The validation workshop will be a great opportunity to test and review the new EOP and the functional annexes.

Update of the EOP and annexes, and completion of the validation workshop, are currently scheduled to be complete by August 31, 2021. If the COVID-19 Pandemic event should cause delay in some of the stakeholder meetings and collaboration efforts, it may become necessary to amend the contract by extending the term. However, the not to exceed amount will not change.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to approve this consulting contract with Navigating Preparedness Associates, LLC to update the County of Inyo's Emergency Operations Plan. This action would not be in the best interest of the County. This project has been identified as an approved project within the 2018 Homeland Security Grant Program. A portion of the non matching 2018 HSGP funds have already been allocated to this project.

If these allocated 2018 HSGP funds are not used before the end of the grant program performance period of May 2021, these allocated funds will revert back to the State.

**OTHER AGENCY INVOLVEMENT:**

Cal OES

**FINANCING:**

Funding for this contract is included in Fiscal Year 2019-2020 Board Approved Budget. \$35,000 is included in the 2018 Homeland Security Grant (Budget #623718) Professional Services (Object Code #5265) and \$50,000 is included in the General Relief (Budget #010205) Professional Services (Object Code #5265)

**ATTACHMENTS:**

1. NPA-Emergency Operations Plan Update Contract No. 113

**APPROVALS:**

Kelley Williams	Created/Initiated - 4/8/2020
Darcy Ellis	Approved - 4/8/2020
Kelley Williams	Approved - 4/12/2020
Marshall Rudolph	Approved - 4/13/2020
Amy Shepherd	Approved - 4/13/2020
Jeffrey Hollowell	Approved - 4/14/2020
Clint Quilter	Final Approval - 4/15/2020

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND**           Navigating Preparedness Associates, LLC            
**FOR THE PROVISION OF**           Consulting           **SERVICES**

**INTRODUCTION**

WHEREAS, the County of Inyo (hereinafter referred to as "County") has the need for the           Consulting           services of           Navigating Preparedness Associates, LLC           of           Lafayette, California           hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereby agree as follows:

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

The Contractor shall furnish to the County, those services and work set forth in Attachment A, attached hereto and by reference incorporated herein.

Services and work provided by the Contractor at the County's request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and County laws, ordinances, regulations, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those which are referred to in this Agreement and in Exhibit A-1.

**2. TERM.**

The term of this Agreement shall be from           May 1, 2020           to           August 31, 2021           unless sooner terminated as provided below.

**3. CONSIDERATION.**

A.           Compensation          . County shall pay to Contractor the sum total of           Seventy seven thousand one hundred dollars\*\*\*\*\*           Dollars and           no/100\*\*\*\*\*           cents (          \$ 77,100.00\*\*\*\*\*          ) for performance of all of the services and completion of all of the work described in Attachment A.

B.           Travel and Per Diem          . Contractor will not be paid or reimbursed for travel expenses or per diem which Contractor incurs in providing services and work under this Agreement.

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

D.           Limit Upon Amount Payable Under Agreement          . The total sum of all payments made by the County to Contractor for all services and work to be performed under this Agreement shall not exceed           Seventy seven thousand one hundred dollars\*\*\*\*\*           Dollars and           no/100\*\*\*\*\*           cents (          \$ 77,100.00\*\*\*\*\*          ) (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 which is in excess of the contract limit.

E.           Billing and Payment          . Contractor shall submit to the County, upon completion of all services and work set forth in Attachment A, an itemized statement of all services and work performed by Contractor pursuant to this Agreement. This statement will identify the date on which the services were performed and describe the nature of the

services and work which was performed on each day. Upon receipt of the statement by the fifth (5th) day of the month, County shall make payment to Contractor on the last day of the month.

**F. Federal and State Taxes.**

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

(2) County will withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety-nine dollars (\$1,499.00).

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

(4) The total amounts paid by County to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board. To facilitate this reporting, Contractor shall complete and submit to the County an Internal Revenue Service (IRS) Form W-9 upon executing this Agreement.

**4. WORK SCHEDULE.**

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

**5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.**

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

B. Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: <http://www.sam.gov>. Contractor further warrants and agrees to all provisions in Exhibit A-1, ¶ 2.

**6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.**

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



such items. Responsibility for the costs and expenses incurred by Contractor in providing and maintaining such items is the sole responsibility and obligation of Contractor.

## **7. COUNTY PROPERTY.**

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

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

## **8. WORKERS' COMPENSATION.**

Contractor shall provide Statutory California Worker's Compensation coverage and Employer's Liability coverage for not less than \$1,000,000 per occurrence for all employees engaged in services or operations under this Agreement. The County of Inyo, its agents, officers and employees shall be named as additional insured or a waiver of subrogation shall be provided.

## **9. INSURANCE.**

For the duration of this Agreement Contractor shall procure and maintain insurance of the scope and amount specified in Attachment **B** and with the provisions specified in that attachment.

## **10. STATUS OF CONTRACTOR.**

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

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

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

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

## **11. DEFENSE AND INDEMNIFICATION.**

Contractor shall hold harmless, defend and indemnify County and its officers, officials, employees and volunteers from and against any and all liability, loss, damage, expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in the agreement, except such loss or damages which was caused by the sole negligence or willful misconduct of the County.

## **12. RECORDS AND AUDIT.**

A. Records. Contractor shall prepare and maintain all records required by the various provisions of this Agreement, federal, state, and municipal law, ordinances, regulations, and directions, including the provisions set forth in Exhibit A-1, ¶ 7. Contractor shall maintain these records for a minimum of four (4) years from the termination or completion of this Agreement. Contractor may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, microphotographs, or other authentic reproduction of such records.

B. Inspections and Audits. Any authorized representative of County shall have access to any books, documents, papers, records, including, but not limited to, financial records of Contractor, which County determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Contractor. Further, County has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement. Additional rights of access and audit are agreed to as specified in Exhibit A-1, ¶¶ 6 and 7.

## **13. NONDISCRIMINATION.**

During the performance of this Agreement, Contractor, its agents, officers, and employees shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or Contractor for employment, or person receiving services under this Agreement, because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex. Contractor and its agents, officers, and employees shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Contractor shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said act. Contractor further agrees to comply with all laws, rules and regulations set forth in Exhibit A-1.

## **14. CANCELLATION.**

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

## **15. ASSIGNMENT.**

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

## **16. DEFAULT.**

If the Contractor abandons the work, or fails to proceed with the work and services requested by County in a timely manner, or fails in any way as required to conduct the work and services as required by County, County may declare the Contractor in default and terminate this Agreement upon five (5) days written notice to Contractor. Upon

such termination by default, County will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

**17. WAIVER OF DEFAULT.**

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph twenty-three (23) below.

**18. CONFIDENTIALITY.**

Contractor further agrees to comply with the various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Contractor only with the express written consent of the County. Any disclosure of confidential information by Contractor without the County's written consent is solely and exclusively the legal responsibility of Contractor in all respects.

Notwithstanding anything in the Agreement to the contrary, names of persons receiving public social services are confidential and are to be protected from unauthorized disclosure in accordance with Title 45, Code of Federal Regulations Section 205.50, the Health Insurance Portability and Accountability Act of 1996, and Sections 10850 and 14100.2 of the Welfare and Institutions Code, and regulations adopted pursuant thereto. For the purpose of this Agreement, all information, records, and data elements pertaining to beneficiaries shall be protected by the provider from unauthorized disclosure.

**19. CONFLICTS.**

Contractor agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

**20. POST AGREEMENT COVENANT.**

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

**21. SEVERABILITY.**

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

**22. FUNDING LIMITATION.**

The ability of County to enter this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Contractor of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph twenty-three (23) (Amendment).

**23. AMENDMENT.**

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

**24. NOTICE.**

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Contractor or County shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

<u>County of Inyo</u>	
<u>Administration</u>	Department
<u>P.O. Drawer N</u>	Address
<u>Independence, CA 93526</u>	City and State

Contractor:

<u>Navigating Preparedness Associates, LLC</u>	Name
<u>3245 Driftwood Drive</u>	Address
<u>Lafayette, CA 94549</u>	City and State

**25. ENTIRE AGREEMENT.**

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

# #

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND**           Navigating Preparedness Associates, LLC            
**FOR THE PROVISION OF**           Consulting           **SERVICES**


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

**COUNTY OF INYO**

By:   
\_\_\_\_\_  
Type or Print Name

Dated: 5/1/20

**CONTRACTOR**

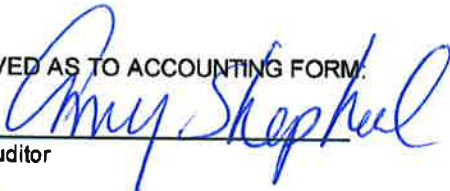
By:   
\_\_\_\_\_  
Lee Rosenberg  
Type or Print Name

Dated: 4/18/2020

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
\_\_\_\_\_  
Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS:

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

s:CountyCounsel/Contracts/Misc/EMPG Training113

**ATTACHMENT A**

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND**           Navigating Preparedness Associates, LLC            
**FOR THE PROVISION OF**                                   Consulting                                   **SERVICES**

**TERM:**

**FROM:**           May 1, 2020           **TO:**           August 31, 2021          

**SCOPE OF WORK:**

The Scope of Work includes the following, which are all incorporated into this agreement:

- All Contract Documents
- Inyo County Emergency Operations Plan & Annexes Update RFP No. OES-2020-02-01
- Navigating Preparedness Associates, LLC response to the Request for Proposals

## EXHIBIT A-1

### 1. Proof of Authority

The Applicant will obtain written authorization from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body, and
- (d) The official executing this agreement is, in fact, authorized to do so.

This Proof of Authority must be maintained on file and readily available upon request.

### 2. Period of Performance

The Applicant will initiate work after approval of the award and complete all work within the period of performance specified in the grant.

### 3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and §§ 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

#### 4. *Debarment and Suspension*

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.213 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its principals, subgrantees, recipients or subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

#### 5. *Non-Discrimination and Equal Employment Opportunity*

The Applicant will comply with all federal statutes relating to non-discrimination. These include, but are not limited to, the following:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs (42 U.S.C. §§ 12101-12213);
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban



Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);

- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;
- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which all applicants and recipients must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (m) The requirements of any other nondiscrimination statute(s) which may apply to the application.

In addition to the items listed in (a) through (m), the Applicant will comply with California's Fair Employment and Housing Act (FEHA). FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave (California Government Code §§12940, 12945, 12945.2), military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions.

#### **6. Drug-Free Workplace**

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

#### **7. Environmental Standards**

The Applicant will comply with state and federal environmental standards, which may be prescribed pursuant to the following, as applicable:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000- 21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000- 15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;

- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.);
- (m) Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease and desist order pursuant to § 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.

#### **8. Audits**

For subrecipients expending \$750,000 or more in federal grant funds annually, the Applicant will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and Title 2 of the Code of Federal Regulations, Part 200, Subpart F Audit Requirements.

#### **9. Access to Records**

In accordance with 2 C.F.R. § 200.336, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

#### **10. Conflict of Interest**

The Applicant will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

#### **11. Financial Management**

##### False Claims for Payment

The Applicant will comply with 31 U.S.C §§ 3729-3733 which sets forth that no subgrantee, recipient, or subrecipient shall submit a false claim for payment, reimbursement or advance.

## 12. Reporting – Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), specifically (a) the reporting of subawards obligating \$25,000 or more in federal funds and (b) executive compensation data for first-tier subawards. This includes the provisions of FFATA, which includes requirements for executive compensation, and also requirements implementing the Act for the non-federal entity at 2 C.F.R. Part 25 Financial Assistance Use of Universal Identifier and Central Contractor Registration and 2 C.F.R. Part 170 Reporting Subaward and Executive Compensation Information.

## 13. Whistleblower Protections

The Applicant also must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.

## 14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

## 15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

## 16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

## 17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;

- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §469a-1 et seq.); and
- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

**18. Certifications Applicable Only to Federally-Funded Construction Projects**

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

**19. Use of Cellular Device While Driving is Prohibited**

Applicants are required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.

**20. California Public Records Act and Freedom of Information Act**

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code section 6250 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

**HOMELAND SECURITY GRANT PROGRAM - PROGRAM SPECIFIC ASSURANCES  
/ CERTIFICATIONS**

**21. Reporting Accusations and Findings of Discrimination**

If during the past three years the recipient has been accused of discrimination on any basis the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS Financial Assistance Office and the DHS Office for Civil Rights and Civil Liberties (CRCL) by e-mail at [CRCL@hq.dhs.gov](mailto:CRCL@hq.dhs.gov) or by mail at U.S. Department of Homeland Security, Office for Civil Rights and Civil Liberties, Building 410, Mail Stop #0190, Washington, D.C. 20528.

In the courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or the recipients

settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Financial Assistance Office and the CRCL by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

**22. *Acknowledgment of Federal Funding from DHS***

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

**23. *Activities Conducted Abroad***

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

**24. *Best Practices for Collection and Use of Personally Identifiable Information (PII)***

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template a useful resource respectively.

**25. *Copyright***

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

**26. *Duplication of Benefits***

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

**27. *Energy Policy and Conservation Act***

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

**28. *Federal Debt Status***

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

**29. *Fly America Act of 1974***

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

**30. *Hotel and Motel Fire Safety Act of 1990***

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, all Applicants must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.

**31. *Non-supplanting Requirement***

All recipients who receive federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

**32. *Patents and Intellectual Property Rights***

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

**33. *SAFECOM***

All recipients who receive federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

**34. *Terrorist Financing***

All recipients must comply with Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

**35. *Reporting of Matters Related to Recipient Integrity and Performance***

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

**36. USA Patriot Act of 2001**

All recipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

**37. Use of DHS Seal, Logo, and Flags**

All recipients must obtain permission from their DHS Financial Assistance Office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

**IMPORTANT**

The purpose of the assurance is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. The Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, etc. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the subrecipient may be ineligible for award of any future grants if the Cal OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. All recipients are bound by the Department of Homeland Security Standard Terms and Conditions 2018, Version 8 .1, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

**ATTACHMENT B**

**AGREEMENT BETWEEN COUNTY OF INYO**

**AND**           Navigating Preparedness Associates, LLC.          

**FOR THE PROVISION OF**                           Consulting                           **SERVICES**

**TERM:**

**FROM:**           May 1, 2020           **TO:**           August 31, 2021          

**SEE ATTACHED INSURANCE PROVISIONS**



## **Attachment B: Insurance Requirements for Professional Services**

Contract for review and update to the Inyo County Emergency Operations Plan

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees. The minimum scope and limits of insurance coverage shall be at least as broad as the following:

**Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence, \$2,000,000 general aggregate.

Additional Insured Status. Inyo County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Vendor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

**Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

**Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. May be waived with signed letter on contractor's letterhead certifying that contractor has no employees.

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

**Professional Liability (Errors and Omissions):** appropriate to the Contractor's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

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

### **OTHER INSURANCE PROVISIONS**

The insurance policies are to contain, or be endorsed to contain, the following provisions:

#### **Primary Coverage**

For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 as respects Inyo County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by

## **Attachment B: Insurance Requirements for Professional Services**

Contract for review and update to the Inyo County Emergency Operations Plan

Inyo County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

### **Notice of Cancellation**

Each insurance policy required above shall state that coverage shall not be canceled, except with notice to Inyo County.

### **Self-Insured Retentions**

Self-insured retentions must be declared to and approved by Inyo County. Inyo County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Inyo County.

### **Acceptability of Insurers**

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

### **Claims Made Policies**

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

### **Verification of Coverage**

Contractor shall furnish Inyo County with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to Inyo County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. Inyo County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

### **Subcontractors**

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that Inyo County is an additional insured on insurance required from subcontractors.

### **Special Risks or Circumstances**

Inyo County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/13/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> USAA INSURANCE AGENCY INC/PHS 65812846 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	<b>CONTACT NAME:</b> (888) 242-1430		<b>FAX (A/C, No):</b> (888) 443-6112
	<b>PHONE (A/C, No, Ext):</b>		<b>E-MAIL ADDRESS:</b>
<b>INSURED</b> NAVIGATING PREPAREDNESS ASSOCIATES LLC 3245 DRIFTWOOD DR LAFAYETTE CA 94549-5629		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Hartford Casualty Insurance Company	<b>NAIC#</b> 29424
		<b>INSURER B:</b> Lloyds, Underwriters at Lloyds	15792
		<b>INSURER C:</b> Continental Casualty Co.	20443
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	X	PSI0616387967	04/11/2020	04/11/2021	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$250,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	PSI0616387967	04/11/2020	04/11/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR CLAIMS-MADE DED: RETENTION \$			652067315	04/01/2020	04/01/2021	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	65 WEC AK3651	04/01/2020	04/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE -EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability			PSI0616387967	04/11/2020	04/11/2021	Each Claim \$1,000,000 Aggregate \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Those usual to the Insured's Operations. Please see Additional Remarks Schedule Acord Form 101 attached. Those usual to the Insured's Operations. Insurer B – Professional Liability - MPL143818420 - 04/01/2020-04/01/2021 - Each Claim: \$2,000,000/Aggregate: \$2,000,000. Please see Additional Remarks Schedule Acord Form 101 attached.

**CERTIFICATE HOLDER**

Inyo County  
 168 N EDWARDS ST  
 INDEPENDENCE CA 93526

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Susan J. Castaneda*

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AGENCY CUSTOMER ID: \_\_\_\_\_

LOC#: \_\_\_\_\_



## ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY USAA INSURANCE AGENCY INC/PHS		NAMED INSURED NAVIGATING PREPAREDNESS ASSOCIATES LLC	
POLICY NUMBER SEE ACORD 25		3245 DRIFTWOOD DR LAFAYETTE CA 94549-5629	
CARRIER SEE ACORD 25	NAIC CODE	EFFECTIVE DATE: SEE ACORD 25	

### ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM**

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Inyo County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the General Liability policy with respect to liability arising out of work or operations performed by or on behalf of the Vendor including materials, parts, or equipment furnished in connection with such work or operations. Coverage is primary & non-contributory per the General Liability Coverage. Notice of Cancellation will be provided in accordance with the General Liability Coverage. Blanket Waiver of Subrogation applies in favor of the Certificate Holder per the General Liability Coverage and Waiver of Our Right to Recover from Others Endorsement WC040306, attached to this policy.



# County of Inyo



## County Administrator - Emergency Services

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Kelley Williams

**SUBJECT:** Proposed Fiscal Year 2021 Emergency Management Performance Grant (EMPG) Program Application and Resolution No. 2021-53

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**RECOMMENDED ACTION:**

Request Board review the proposed Fiscal Year 2021 Emergency Management Performance Grant (EMPG) Program Application and, if deemed acceptable: A) approve the submittal of the Fiscal Year 2021 EMPG Program Application and authorize the County Administrator, as the designated Authorized Agent, to sign the grant application, as well as any and all accompanying documents, by approving the "Governing Body Resolution No. 2021-53," and B) authorize the Chairperson to sign the resolution addendum letter.

**SUMMARY/JUSTIFICATION:**

This application coming before your Board today for consideration is to apply for funding through the Emergency Management Performance Grant (EMPG) Program for Fiscal Year 2021. This is federal Department of Homeland Security (DHS) funding administered through the California Governor's Office of Emergency Services (CalOES). Inyo County is eligible to apply for and receive \$128,753 in grant funds.

Although the grant is for F/Y 2021, the grant application, assurances and State Supplemental Guidance for the grant were not released until November 11, 2021.

DHS/FEMA annually publishes the National Preparedness Report (NPR) to detail national progress in building, sustaining, and delivering core capabilities outlined in the goal of a secure and resilient nation. This analysis provides a national perspective on critical preparedness trends for whole community partners to use to inform program priorities, allocate resources, and communicate with stakeholders about issues of concern.

The FY 2021 EMPG provides federal funds to assist local emergency management advance individual and jurisdictional preparedness and resilience.

In FY 17/18, the County undertook an extensive statewide recruitment to fill a new Emergency Services Manager (ESM) position. Each year, a portion of the EMPG Program funds are budgeted to support the costs associated with the dedicated ESM position. The ESM position was created to revitalize and further the County's emergency services training and response capabilities. Filling the ESM position has helped fulfill the demands of managing the County's emergency services needs, both locally and internally.

It has been recognized with the increased frequency in which natural disasters have occurred in Inyo County in recent years, including response to the ongoing COVID-19 pandemic event, the importance and need for the County to have a dedicated staff person that can work closely with its regional CalOES emergency management representatives as well as with local partnering agencies.

In addition to the County's emergency response and post-emergency recovery work, the ESM serves as a day-to-day liaison between the County's Director of Emergency Services and County departments, other Operational Areas, CalOES, local partnering agencies, local tribes, local schools, local volunteer groups and community members.

The ESM manages the 2020 EMPG-S (Covid Supplemental grant), the 2020 and 2021 EMPG grants, the 2019 CalOES Public Safety Power Shutoff Resiliency Allocation and the 2020 CalOES Community Power Resiliency Allocation grants. The ESM is also the fiscal manager for the 2019, 2020 and 2021 Homeland Security Grants.

The ESM coordinates emergency management training and exercises for the County's workforce, collaborating closely with CalOES and the California Specialized Training Institute (CSTI).

The ESM is responsible for special projects that include: project manager for the Inyo County Emergency Operations Plan update; coordinating with the California Fire Safe Council Regional representatives to assist local communities and tribes with reestablishing their local fire safe councils; coordinates with Southern California Edison (SCE) on mitigation and preparedness activities in preparation for Public Safety Power Shutoff (PSPS) de-energization events; collaborates with the SCE Incident Management Team (IMT) before, during and after all PSPS potential de-energization events; sits as a member of the SCE PSPS Advisory Board; sits as a member of the SCE PSPS Working Group, coordinates with SCE and the Los Angeles Department of Water and Power (LADWP) on the review of their dam Emergency Action Plan's and Wildfire Mitigation Plans, prepares prevention/preparedness articles and participates in related subject matter community events.

The ESM also researches and, if eligible, applies for grant funding opportunities such as Hazard Mitigation Grants, California Fire Safe Council Grants and Cal FIRE grants, all of which are available to the OA to help support mitigation and planning efforts.

60% of the annual EMPG grant funds go to support the personnel costs and motorpool expenses associated with the ESM position. The remaining funds will follow the 2021 EMPG California Supplemental guidance which suggests subrecipients should fund projects that address areas for improvement as they relate to emergency management capabilities, such as logistics distribution and management, evacuation planning, disaster financial management, catastrophic disaster housing and resilient communications.

One of the proposed 2021 EMPG grant projects will address the logistics-distribution management capability and align with the state, regional and national priority areas of mass care. The OA recently purchased a forklift for bulk material handling and movement of resources. Due to the OA's vast geographical area of responsibility, the forklift may need to be deployed to various locations. The FY 2021 EMPG Grant will support the purchase of an equipment transport trailer that would be used to deploy the forklift to active incident sites, mass care shelters and/or points of distribution.

Remaining funds will support emergency preparedness, public education and outreach activities and materials. Some funding may also support the costs associated with the development of an evacuation plan.

## **BACKGROUND/HISTORY OF BOARD ACTIONS:**

## **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to apply for the 2021 EMPG Program funding. However, this is not recommended. Demands for County emergency services preparation, response, recovery and training will exceed the capacity of current County resources. As a result, the County's effectiveness in day-to-day operations as well as

emergency preparedness and response, is diminished.

**OTHER AGENCY INVOLVEMENT:**

Funding for this grant is provided and administered by the State of California's Office of Emergency Services (CalOES).

**FINANCING:**

The 2021 EMPG grant application is for \$128,753 and requires a dollar-for-dollar match that has been included in Fiscal Year 2021-2022 CAO Recommended Budget - EMPG 21-22 Budget #623821 and the Disaster Services Budget #023700. The Performance Period for the 2021 EMPG Grant is July 1, 2021 - June 30, 2023.

**ATTACHMENTS:**

1. FY 2021 EMPG Governing Body Resolution (GBR)
2. GBR - Addendum Letter 2021
3. FY 2021 FMFW - FACE Sheet

**APPROVALS:**

Kelley Williams	Created/Initiated - 11/15/2021
Darcy Ellis	Approved - 11/15/2021
Kelley Williams	Approved - 11/18/2021
John Vallejo	Approved - 12/9/2021
Amy Shepherd	Final Approval - 12/9/2021

**Governing Body Resolution**  
**RESOLUTION 2021-**

BE IT RESOLVED BY THE \_\_\_\_\_ Board of Supervisors \_\_\_\_\_  
(Governing Body)

OF THE \_\_\_\_\_ County of Inyo \_\_\_\_\_ THAT  
(Name of Applicant)

\_\_\_\_\_  
County Administrative Officer \_\_\_\_\_, OR  
(Name or Title of Authorized Agent)

\_\_\_\_\_  
Director of Emergency Services \_\_\_\_\_, OR  
(Name or Title of Authorized Agent)

\_\_\_\_\_  
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subawarded through the State of California.

**2021 Emergency Management Performance Grant**

Passed and approved this 14th day of December, 20 21

***Certification***

I, \_\_\_\_\_ Darcy Ellis \_\_\_\_\_, duly appointed and  
(Name)

\_\_\_\_\_  
Assistant Clerk \_\_\_\_\_ of the \_\_\_\_\_ Board of Supervisors \_\_\_\_\_  
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the \_\_\_\_\_ Board of Supervisors \_\_\_\_\_ of the \_\_\_\_\_ County of Inyo \_\_\_\_\_ on the  
(Governing Body) (Name of Applicant)

\_\_\_\_\_  
14<sup>th</sup> day of December, 20 21

\_\_\_\_\_  
Assistant Clerk of the Board  
(Official Position)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



# Instruction Sheet for the Governing Body Resolution & Addendum to GBR

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## Purpose

The purpose of the Governing Body Resolution (GBR) is to appoint individuals to act on behalf of the governing body and the OA.

**Note:** Self Certifications are not accepted as a valid Governing Body Resolution. You cannot self certify that you are an authorized agent. Another Board member will need to sign the lower portion of the GBR.

---

## Authorized Agent(s)

The Governing Body Resolution allows for the appointment of individuals or positions. **For each person or position appointed by the governing body, you must submit the following information, with the resolution, to Cal OES on the applicant's letterhead:**

- |   |  |
|---|--|
| <input type="checkbox"/> Name                             | <input type="checkbox"/> Title               |
| <input type="checkbox"/> Jurisdiction                     | <input type="checkbox"/> E-Mail Address      |
| <input type="checkbox"/> Street Address (City & Zip Code) | <input type="checkbox"/> Phone & Fax Numbers |
- 

## Authorized Agent Changes

- If the Governing Body Resolution identified Authorized Agents by position and/or title, changes can be made by submitting new Authorized Agent information to Cal OES, as indicated above.
- If the Governing Body Resolution identified Authorized Agents by name, a new Resolution is needed when any changes are made. The information list above must also be submitted with the new Resolution.



# BOARD OF SUPERVISORS COUNTY OF INYO

P. O. DRAWER N • INDEPENDENCE, CALIFORNIA 93526  
TELEPHONE (760) 878-0373  
email: [dellis@inyocounty.us](mailto:dellis@inyocounty.us)



December 14, 2021

California Office of Emergency Services  
Emergency Management Grants Unit  
3650 Schriever Avenue  
Mather, CA 95655

On December 14, 2021, the Inyo County Board of Supervisors resolved that the County Administrative Officer/Director of Emergency Services was authorized to execute for and on behalf of the County of Inyo any actions necessary for the purpose of obtaining federal financial assistance provided by the Federal Department of Homeland Security and subawarded through the State of California.

Inyo County's Administrative Officer is also the designated Director of Emergency Services. Ms. Leslie Chapman serves in both of these capacities. Her information is as follows:

Leslie Chapman  
County of Inyo Administrative Officer  
Director of Emergency Services  
224 N. Edwards Street  
P.O. Drawer N (use as mailing address)  
Independence, CA 93526  
[lchapman@inyocounty.us](mailto:lchapman@inyocounty.us)  
(760) 878-0292-phone  
(760) 878-0465-FAX

Sincerely,

Jeff Griffiths  
Chairperson, Board of Supervisors

(Cal OES Use Only)

Cal OES #	FIPS #	027-00000	VS#	Subaward #
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** County of Inyo **1a. DUNS#:** 010706687

2. **Implementing Agency:** County of Inyo **2a. DUNS#:** 010706687

3. **Implementing Agency Address:** 168 N. Edwards Street Independence 93526-0613  
(Street) (City) (Zip+4)

4. **Location of Project:** Independence Inyo 93526-0613  
(City) (County) (Zip+4)

5. **Disaster/Program Title:** Emergency Management Performance Grant **6. Performance Period:** July 1, 2021 to June 30, 2023  
(Start Date) (End Date)

7. **Indirect Cost Rate:** Federally Approved ICR **Federally Approved ICR (if applicable):** \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2021	EMPG		\$128,753		\$128,753		\$128,753	\$257,506
9.								\$0	\$0
10.								\$0	\$0
11.								\$0	\$0
12.								\$0	\$0
<b>Total</b>	<b>Project</b>	<b>Cost</b>	\$0	\$128,753	\$128,753	\$128,753	\$0	\$128,753	\$257,506

**13. Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

**14. CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Leslie Chapman Title: CAO-Director of Emergency Services

Payment Mailing Address: P.O. Drawer N City: Independence Zip Code+4: 93526-0613

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**16. Federal Employer ID Number:** 95-6005445

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

\_\_\_\_\_  
(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)



# County of Inyo



## County Administrator - Information Services

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** County Administrator - Information Services

**SUBJECT:** Pitney Bowes Postage Machine Rental and Service Agreement for the Quilter COB

---

**RECOMMENDED ACTION:**

Request Board: A) declare Pitney Bowes of Pittsburgh, PA a sole-source provider of postage processing machines and postage; B) approve the agreement between the County of Inyo and Pitney Bowes of Pittsburgh, PA for the provision of mail metering rental and service lease agreement in an amount not to exceed \$21,861.60 for the period of 60 months, contingent upon the Board's approval of future budgets; and C) authorize Senior Budget Analyst Denelle Carrington to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

The County is currently under agreement with Pitney Bowes, to meter and stamp more than 120,000 pieces of County generated mail annually out of the Independence Information Services office. This machine will be used at the Quilter COB in Bishop. This will reduce the cost of sending mail via courier services to Independence for postage in addition to providing a more efficient and time-effective way for County Departments located in Bishop to send their mail. The rental agreement includes software and maintenance.

Sole source justification is in Section E.3. of the County of Inyo Purchasing Manual: "Sole source procurement, defined as an award for commodity or service, which can only be purchased from one supplier, usually because of its specific technological requirements, availability or unique patented manufacture." Pitney Bowes is the sole provider/vendor for this much-needed service in our area; therefore, we are requesting to enter a new lease agreement with Pitney-Bowes in order to offer postage service in Bishop.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose to evaluate mail-processing options such as purchasing stamps directly from USPS. The alternative is not recommended because it is less efficient, error-prone and more costly than the recommendation.

**OTHER AGENCY INVOLVEMENT:**

All county departments are affected.

**FINANCING:**

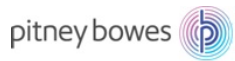
The cost of the equipment rental and services is in the requested FY 2021-2022 Information Services budgets 011801-5281. Funding for subsequent fiscal years will be requested in the Information Services budget for those years.

**ATTACHMENTS:**

1. Pitney Bowes Lease Agreement

**APPROVALS:**

Scott Armstrong	Created/Initiated - 12/2/2021
Darcy Ellis	Approved - 12/3/2021
Scott Armstrong	Approved - 12/3/2021
Sue Dishion	Approved - 12/3/2021
John Vallejo	Approved - 12/3/2021
Amy Shepherd	Final Approval - 12/3/2021



# NASPO ValuePoint FMV Lease Agreement (Option C)

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Agreement Number

## Your Business Information

<b>Full Legal Name of Lessee / DBA Name of Lessee</b>	<b>Tax ID # (FEIN/TIN)</b>
County of Inyo – Information Services	956005445

**Sold-To: Address**  
1360 N Main St Ste IDF 137, Bishop, CA, 93514-3013, US

<b>Sold-To: Contact Name</b>	<b>Sold-To: Contact Phone #</b>	<b>Sold-To: Account #</b>
Denelle Carrington	(760) 878-0262	0018470086

**Bill-To: Address**  
PO Box 477, Independence, CA, 93526-0477, US

<b>Bill-To: Contact Name</b>	<b>Bill-To: Contact Phone #</b>	<b>Bill-To: Account #</b>	<b>Bill-To: Email</b>
Rochelle Romo	(760) 878-0398	0018470042	rromo@inyocounty.us

**Ship-To: Address**  
1360 N Main St Ste IDF 137, Bishop, CA, 93514-3013, US

<b>Ship-To: Contact Name</b>	<b>Ship-To: Contact Phone #</b>	<b>Ship-To: Account #</b>
Rochelle Romo	(760) 878-0398	0018470086

**PO #**  
.

## Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FWW	10lb Interfaced Weighing Feature
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
	APAS	Sendpro P2000/500W GCS Identifier
1	APKE	SendPro P Receiving Feature
1	APKF	SendPro P Shipping Feature Access
1	AZBE	SendPro P Series Mono Print Module
1	AZBG	Black Graphics Upgrade
1	AZCG	SendPro P2000 Basic (145/70LPM)
1	CAAB1	Basic Cost Accounting for PSeries
1	M9SS	Mailstream IntelliLink Services 2
1	ME1C	Meter Equipment - P Series, LV
1	MSD1	10in Color Touch Display

1	MW90007	SendPro P Series Drop Stacker
1	MW96000	Weighing Platform
1	MW97182	Wireless LAN Adapter
1	NV10	InView TMR Web Acct Bundle Single only
1	NV90	InView Subscription
1	NV90KIT	InView Welcome Kit
1	NV99	InView MMS Base Software
1	NV99KIT	InView Welcome Kit
1	NVMA	InView Dashboard - Single Meter
1	PTJ1	SendPro Online
1	PTJN	Single User Access
1	PTJR	50 User Access with Hardware or Meter
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	SJM5	SoftGuard for Sendpro P2000 Basic/500W
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	SYAB21	Analytics - 2 Products
1	T6CS	Receiving - Standard

### Your Payment Plan

<b>Initial Term: 60 months</b>	<b>Initial Payment Amount:</b>	
<b>Number of Months</b>	<b>Monthly Amount</b>	<b>Billed Quarterly at*</b>
<b>60</b>	<b>\$ 364.36</b>	<b>\$ 1,093.08</b>

\*Does not include any applicable sales, use, or property taxes which will be billed separately.

- Tax Exempt Certificate Attached
- Tax Exempt Certificate Not Required
- Purchase Power® transaction fees included
- Purchase Power® transaction fees extra

**Your Signature Below**

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

NASPO VALUEPOINT ADSPO16-169897; 7-17-70-41-03  
State/Entity's Contract#

\_\_\_\_\_  
Lessee Signature  
\_\_\_\_\_  
Print Name  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Pitney Bowes Signature  
\_\_\_\_\_  
Print Name  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Date

**Sales Information**

Charlene Hunt	charlene.hunt@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance





# County of Inyo



## County Counsel

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** County Counsel

**SUBJECT:** Findings pursuant to AB 361 Authorizing Remote Board of Supervisors Meeting

---

**RECOMMENDED ACTION:**

Request Board adopt findings pursuant to AB 361 that: A) the Board reconsidered the circumstances of the existing State of Emergency issued on March 4, 2020, in response to the COVID-19 pandemic; and B) local officials continue to recommend measures to promote social distancing, and/or the state of emergency continues to directly impact the ability of the members to meet safely in person.

**SUMMARY/JUSTIFICATION:**

On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic. That Proclamation remains in effect. Subsequently, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which modified the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the "Brown Act"), in order to allow legislative bodies to meet from remote locations without opening those locations to the public or complying with certain agenda requirements. Those modifications remained in effect through September 30, 2021.

In anticipation of the expiration of the applicable provisions of Executive Order N-29-20, the California legislature adopted, and Governor Newsom signed, AB 361. AB 361 amended the Brown Act to allow local legislative bodies to continue to meet under the modified teleconferencing rules until January 1, 2024, if the meeting occurs during a proclaimed state of emergency and the legislative body finds that it has reconsidered the circumstances of the state of emergency and either: measures to promote social distancing have been imposed or recommended by local health officials; and/or the state of emergency continues to directly impact the ability of the members to meet safely in person.

The Inyo County Health Officer currently recommends that measures be implemented to promote social distancing, including the holding of virtual meetings. A copy of the memo memorializing that recommendation is included in your agenda materials. Adopting the recommended action would therefore make the required findings that the Board has reconsidered the circumstances of the emergency and that local health officials have recommended measures to promote social distancing or the state of emergency continues to directly impact the ability of the members to meet safely in person. If the Board adopts the proposed findings, then it may continue to meet under the modified Brown Act teleconference rules of AB 361 through December 1, 2021. In order to continue to meet under those modified rules after December 1, the Board will again need to reconsider the circumstances of the state of emergency and again make at least one of the additional findings required by AB

361.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

If your Board chooses to not make the required findings, the Board must meet in person as required by the Brown Act, and any Board Member participating via teleconference must make their location open and available to the public during the meeting.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

**ATTACHMENTS:**

1. AB 361 Public Meeting Recommendations from Public Health Officer

**APPROVALS:**

Darcy Ellis  
John Vallejo  
Leslie Chapman

Created/Initiated - 12/7/2021  
Approved - 12/7/2021  
Final Approval - 12/7/2021



*County of Inyo*

**HEALTH & HUMAN SERVICES DEPARTMENT**

Public Health, Suite 203-C  
1360 N. Main Street, Bishop CA 93514  
TEL: (760) 873-7868 FAX: (760) 873-7800

**Marilyn Mann, Director**  
*mmann@inyocounty.us*

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Date: September 23, 2021

To: Inyo County Local Agency Governing Bodies

From: Dr. James Richardson, Inyo County Public Health Officer

Re: Continued Recommendation Re Social Distancing and Remote Meetings

In order to help minimize the spread of COVID-19, I recommend that physical/social distancing measures continue to be practiced throughout our Inyo County communities, including at public meetings of the Board of Supervisors and other public agencies. Individuals continue to contract COVID-19 and spread the infection throughout our communities. Social distancing, masking, and vaccination are crucial mitigation measures to prevent the disease's spread. Remote public agency meetings allow for the participation of the community, agency staff, presenters, and board members in a safe environment, with no risk of contagion. As such, and since this disease negatively and directly impacts the ability of public agencies to conduct public meetings safely in person, it is my recommendation that local public agencies conduct their public meetings remotely.

This recommendation will remain in place until further notice.

Dr. James A. Richardson  
Inyo County Health Officer



# County of Inyo



## Public Works

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Ashley Helms

**SUBJECT:** Use License Agreement with United Airlines for the Bishop Airport

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**RECOMMENDED ACTION:**

Request Board approve the Use License Agreement between the County of Inyo and United Airlines for a non-exclusive, nontransferable, fully revocable license for use of a portion of the Bishop Airport property, located at 703 Airport Road, Bishop, CA, for the period of December 19, 2021 to December 3, 2024, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

**SUMMARY/JUSTIFICATION:**

This Use License Agreement with United Airlines gives United authorization to carry out commercial passenger air service at the Bishop Airport. The agreement defines the fees to be paid for each commercial operation as well as the portions of the Airport available for exclusive and non-exclusive use by United.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to approve this agreement.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

Revenue from the agreement will be deposited into Budget 150100 (Bishop Airport Operating).

**ATTACHMENTS:**

1. AIRPORT USE LICENSE AGREEMENT

**APPROVALS:**

Ashley Helms  
Ashley Helms  
Darcy Ellis

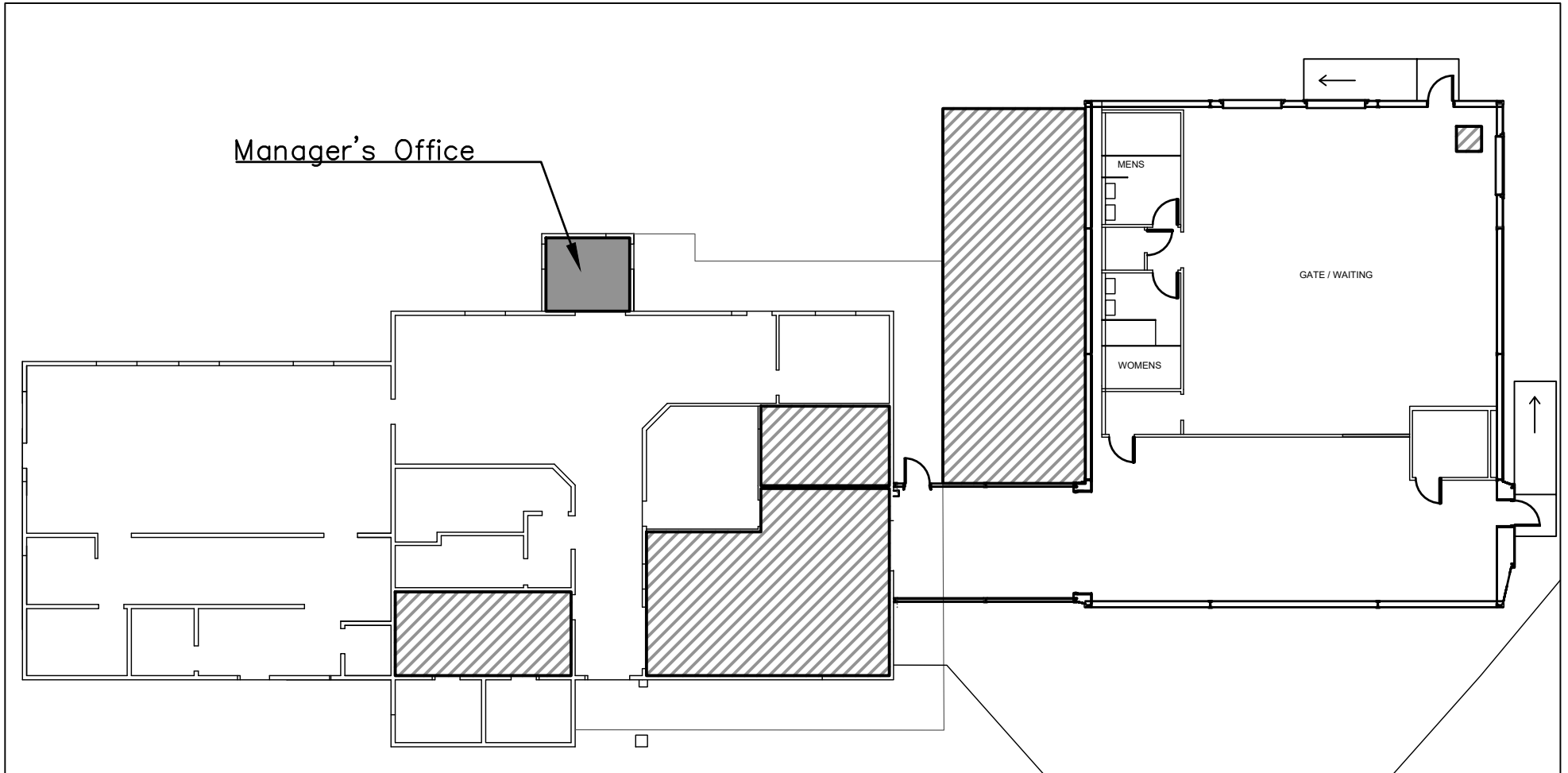
Created/Initiated - 12/9/2021  
Approved - 12/9/2021  
Approved - 12/9/2021

Ashley Helms  
John Vallejo  
Amy Shepherd  
Michael Errante

Approved - 12/9/2021  
Approved - 12/9/2021  
Approved - 12/9/2021  
Final Approval - 12/9/2021

# Exhibit A: Premise Diagram

Use Lease Agreement – Bishop Airport



Exclusive Use



Non-Exclusive Use



# County of Inyo



## Public Works

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Justine Kokx

**SUBJECT:** Correction to Amendment No. 2 of the contract with LSC Transportation Consultants, Inc.

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**RECOMMENDED ACTION:**

Request Board authorize a correction to Amendment No. 2 to the contract with LSC Transportation Consultants, Inc., of Tahoe City, CA, increasing the contract's not-to-exceed amount from \$159,742 to \$178,887, contingent upon the Board's approval of future budgets, and authorize the Chairperson to sign.

**SUMMARY/JUSTIFICATION:**

This is being brought to your Board to correct the not to exceed amount from \$159,742 to \$178,887. On November 16th 2021, Amendment No. 2 to the contract with LSC was approved by your Board to complete the 2nd (2023) Regional Transportation Plan (RTP) for \$45,097, and to develop a Local Road Safety Plan (LRSP) for \$69,510. The not-to-exceed amount of the contract was incorrectly calculated at \$159,742, which did not take into account the amount of \$19,145 from Amendment No. 1 for the Active Transportation Plan (ATP) grant proposal. There are no other changes.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

This change simply corrects the not-to-exceed amount of the LSC contract via subsequent amendments from \$159,742 to \$178,887. On April 10, 2018, your Board approved a five-year contract with LSC to complete the 2019 RTP and the 2023 update to the RTP with a not-to-exceed amount of \$45,135. Your Board next approved Amendment No. 1 in the amount of \$19,145 on June 26th, 2018 to prepare the 2019 ATP grant proposal. On November 16, 2021, your Board authorized Amendment No. 2 to update the 2023 RTP, and to develop a LRSP in the amount of \$114,607.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to approve the correction to the clerical error in Amendment No. 2 of the contract with LSC. This is not recommended, as LSC has worked extensively with Inyo County Public Works over the years, and has successfully produced state and federally required documents, as well as a grant proposal.

**OTHER AGENCY INVOLVEMENT:**

RTP and LRSP will require coordination with Caltrans District 9, City of Bishop, 5 Tribal Governments in Inyo County, Los Angeles Dept. of Water and Power, Local and State law enforcement agencies, and Federal land agencies.

Inyo County Counsel  
Inyo County Auditor  
Inyo County Risk Manager

**FINANCING:**

The funding for this contract will be provided through the Transportation and Planning Trust Budget 504605, Professional Services object code 5265. The funds are included in the FY 2021-2022 Board Approved budget.

**ATTACHMENTS:**

1. LSC Transportation Consultants Contract Amendment 2 (Corrected)
2. LSC Transportation Consultants Contract
3. LSC Transportation Consultants Contract Amendment 1

**APPROVALS:**

Justine Kokx	Created/Initiated - 11/22/2021
John Pinckney	Approved - 11/23/2021
Michael Errante	Approved - 11/23/2021
Justine Kokx	Approved - 11/23/2021
Darcy Ellis	Approved - 11/23/2021
John Vallejo	Approved - 11/23/2021
Amy Shepherd	Approved - 12/3/2021
Aaron Holmberg	Final Approval - 12/3/2021



**AMENDMENT NUMBER 2 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
LSC TRANSPORTATION CONSULTANTS, INC.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

**WHEREAS**, the County of Inyo (hereinafter referred to as “County”) and LSC Transportation Consultants, Inc. of Tahoe City, CA (hereinafter referred to as “Consultant”), have entered into an Agreement for the provision of engineering services dated April 10, 2018, on County of Inyo Standard Contract No. 156, for the term from April 10, 2018 to April 30, 2023.

**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 Consultant do desire and consent to amend such Agreement as set forth below.

1. Section 2, **TERM**, the first sentence is revised as follows:

The term of this Agreement shall be from April 10, 2018 to December 31, 2023 unless sooner terminated as provided below.

2. Section 3, D, **Limit upon amount payable under Agreement**. The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed \$178,887.00 (initial term) \$ N/A (option 1) and \$ N/A (option 2) for a total of \$ N/A Dollars (hereinafter referred to as “contract limit”).
3. Attachment A to the Contract shall be revised to include additional tasks required for the completion of the 2023 Regional Transportation Plan and the development of the Local Road Safety Plan, as described in Attachment A-1 to the Contract.

The effective date of this amendment to the Agreement is November 16, 2021.

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  
LSC TRANSPORTATION CONSULTANTS, INC.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

**COUNTY OF INYO**

**CONSULTANT**

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  
LSC TRANSPORTATION CONSULTANTS, INC.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** December 31, 2023

**SCOPE OF WORK:**

The scope of work described in the original Contract, dated April 10, 2018, is revised to include additional tasks required for the completion of the 2023 Regional Transportation Plan and the development of a Local Road Safety Plan.

See Regional Transportation Plan and Local Road Safety Plan Work proposals from LSC Transportation Consultants, Inc.

2690 Lake Forest Road, Suite C  
P.O. Box 5875  
Tahoe City, CA 96145  
530-583-4053 ▲ FAX: 530-583-5966  
[info@lscstahoe.com](mailto:info@lscstahoe.com) ▲ [www.lscstrans.com](http://www.lscstrans.com)



October 27, 2021

John Pickney  
Inyo County Local Transportation Commission  
P.O. Drawer Q  
Independence, CA 93526

SUBJECT: Inyo 2023 Regional Transportation Plan Update Work Scope and Cost Estimate

Dear Mr. Pickney:

Below is a proposed Work Scope and Cost Estimate for the 2023 Update of the Inyo County Regional Transportation Plan (RTP) as per the April 2018 agreement with Inyo County. The Work Scope is similar to the one followed in 2018 and assumes a simple update of the RTP with no significant changes to the Policy Element and Action Element. The Work Scope also assumes that a Negative Declaration will be required as the environmental document. LSC will be happy to work with you to ensure that the RTP update work scope reflects the goals of Inyo County.

## **WORK SCOPE**

As the Regional Transportation Planning Agency (RTPA) for the region, California law requires the Inyo County Local Transportation Commission (ICLTC) to adopt and submit an updated RTP to the California Transportation Commission (CTC) and to the California Department of Transportation (Caltrans) every four years. The main objective of a Regional Transportation Plan update is to develop a long-term plan for transportation facilities in Inyo County that is fiscally constrained, sustainable, and consistent with the goals and assumptions set forth in adopted and in-progress plans in the region. LSC will work closely with ICLTC, the public, and other stakeholders to address these issues by determining Inyo County's regional transportation needs and updating capital improvement project lists to address those needs. The RTP update will be conducted in conformance with the latest federal and state guidance.

### **TASK 1: Kick-off Meeting**

Kick-off Meeting

As part of Task 1, the LSC Team will hold a "kick-off" meeting via Zoom with ICLTC staff, county representatives, City of Bishop staff, tribal representatives, and the Caltrans District 9 representative to refine the focus and schedule of the project, gather data, discuss relevant changes in existing conditions, review regional goals and policies, and discuss data forecasts and plan assumptions.

## **TASK 2: Existing and Future Conditions Analysis**

### Existing Conditions

The first step in the RTP process will be to conduct an analysis of existing conditions. As this is an update to previous RTPs and as Inyo County has not grown significantly in population, it is anticipated that changes to existing conditions will be minimal. Data such as population and traffic volumes will be updated with the most current information available. This section will also include a list of transportation capital improvement projects completed since the last RTP adoption. Recent plans and studies which have been updated since 2019, such as the Short Range Transit Plan for the Eastern Sierra Transit Authority (ESTA), will also be reviewed. Lastly, the Study Team will review applicable planning documents identified in the 2017 guidelines with which the RTP should be consistent such as Local Public Health Plans.

### Future Conditions Analysis

As part of this task, the Study Team will project demographic and economic conditions over the 20-year planning period as a basis for the transportation needs assessment. This will include a review of local and state demographic forecasts. LSC will also prepare forecasts of traffic volumes and level of service, based on the following:

- Traffic trends over the last 10 and 20 years per Caltrans and Inyo County data
- Transportation Concept Reports

The existing and future conditions analysis will be combined with input from the public/stakeholder outreach (Task 3) effort to update the regional transportation needs and issues assessment for each transportation mode.

## **TASK 3: Public Participation/Stakeholder Consultation Process**

Per the 2017 RTP Guidelines, a strong consultation and coordination process is a key element in the development of an effective RTP. The public participation process will comply with previously adopted ICLTC Public Involvement Procedures. We will make documented outreach efforts to the following:

### On-line Questionnaire

In rural counties such as Inyo County, public workshops often garner minimal input. It is likely that more input can be attained by directly contacting agencies and groups with interest in regional transportation. For this reason, the RTP consultation and coordination process will be an important part of public input. The Study Team will develop a short questionnaire which can be made available on-line and in hard copy format. The questionnaire will ask respondents about their opinion on how to prioritize transportation needs in general categories (maintenance, new roadways, public transit, bicycle facilities, etc.), as well as ask for specific input. Respondents will also be asked to rank performance measures used to prioritize transportation capital improvement projects (safety, mobility, productivity, etc.).

Availability of the questionnaire will be noticed in Inyo Register. The following groups will be directly contacted and provided a link to the on-line questionnaire as well as a PDF file to be distributed in hard copy format:

- Tribal Governments (Bishop Paiute Tribe, Big Pine Paiute, Fort Independence, Lone Pine Paiute, Timbisha Shoshone)

- County and City Health and Human Services Departments

- Inyo County Office of Education
- Bicycle advocacy groups
- ESTA
- Private Shuttle Services
- Eastern Sierra Area Agency for the Aging
- Inyo Mono Association for the Handicapped
- Adventure Trails of the Eastern Sierra
- Private companies generating truck traffic (freight shippers)
- ICLTC Social Services Transportation Advisory Council (SSTAC)
- Chamber of Commerce
- Los Angeles Department of Water and Power

If it is deemed by the Study Team and ICLTC that insufficient input was received, LSC will work with county staff to advertise the questionnaire to a larger audience and extend the availability of the questionnaire.

#### Consultation

Per the 2017 RTP Guidelines, the Study Team will consult with the following agencies in the development of the RTP.

- After consulting the Caltrans Native American Liaison Branch, we will contact Tribal Governments that have sacred lands in Inyo County to request input on the RTP process. The Study Team will request and review any transportation related tribal plans and projects. LSC will continue to keep the tribal governments informed about various meetings and document availability throughout the RTP process.
- We will contact all adjacent county RTPAs to make them aware of the RTP update and request their input.
- We will consult with environmental resource agencies such as the US Forest Service, Bureau of Land Management, Los Angeles Department of Water and Power, Death Valley National Park, Lahonton Water Quality Control Board and California Department of Fish and Game. Regional Transportation Plans and projects will be compared with adopted resource agency plans, maps and other data. The Great Basin Unified Air Pollution Control District will also be included in the planning process and the RTP will be consistent with transportation conformity measures set forth in applicable State Implementation Plans.

#### Notification

Draft documents and public notices for input will be made available for posting on the ICLTC website.

#### Public Hearing

After completion of the Draft RTP and Negative Declaration, LSC will present the RTP at a regularly scheduled ICLTC meeting during a public hearing process. We will directly notify all stakeholders and persons who have expressed interest in the project of the public hearing.

All public participation/stakeholder input will be summarized in the RTP, and copies of correspondence will be included as an appendix.

The Policy Element describes the transportation issues in the region, identifies and quantifies regional needs expressed within both a short- and long-range framework, and maintains internal consistency with the financial element fund estimates. As this document is an update to the 2019 RTP and there has not been significant changes in the county over the intervening years, it is not anticipated that the policy element will not change significantly.

### **TASK 5: Action Element**

The Action Element identifies plans to address the needs and issues for each transportation mode (roadways, goods movement, transit and non-motorized transportation), in accordance with the goals, objectives, and policies set forth in the policy element. The future conditions analysis and public/stakeholder input will be considered to develop prioritized short-term and long-term projects and programs consistent with the identified needs and policies. Top priority projects along with cost estimates, implementing agency, and performance measures will be displayed in tables in Microsoft Excel for easy reference and use by decision-makers. The action element also includes a discussion of the following required RTP elements:

- Transportation safety & security
- Preservation of existing and future infrastructure
- Compatibility with transportation and land use
- Potential environmental mitigation areas and activities
- Performance measures and evaluation criteria for prioritizing improvement projects based on the latest federal guidance
- Coordination with other planning processes such as the Interregional Transportation Strategic Plan (ITSP) and Transportation Concept Reports (TCRs).

Although as a rural county Inyo County is not required to develop Sustainable Community Strategies, a qualitative analysis of the potential impacts of RTP projects on greenhouse gas emissions will be conducted, a discussion as to how RTP projects and policies can help attain statewide GHG goals will be included and potential strategies to address climate change issues will be outlined. This analysis will enhance the quality of information available to decision makers and assist with future policymaking.

### **TASK 6: Financial Element**

The Financial Element identifies the current and anticipated revenue sources and financing techniques available to fund the planned transportation investments described in the action element. The intent is to define realistic inflation adjusted financing constraints and opportunities. The focus of the financial element will be to work closely with ICLTC to develop conservative and realistic estimates of all transportation funding sources to formulate a 10-year fiscally constrained project list. A 20 year financially unconstrained projects will also be listed.

## **TASK 7: Draft RTP and Environmental Documentation**

All elements described above will be compiled into an Administrative Draft Plan for review and comment by ICLTC staff. Electronic files in both Microsoft Word and Adobe PDF format will be delivered. Hard copies will be available upon request.

- Deliverable: Administrative Draft RTP

Next, LSC will incorporate all comments to prepare the Public Draft RTP. This document will include an Executive Summary and the California Transportation Commission (CTC) RTP checklist. Electronic files in both Microsoft Word and Adobe PDF format will be provided to ICLTC staff for review and distribution. Hard copies will be available upon request. The Public Draft RTP will be made available for posting on ICLTC's website. As indicated in Task 3, the Public Draft RTP will be presented at a regularly scheduled ICLTC meeting as a public hearing.

- Deliverable: Public Draft RTP CEQA Documentation

It is the understanding of LSC that, given the very limited scope of new capacity increasing projects to be included in the RTP as well as the programmatic nature of the document, adoption of the 2023 RTP will not require an Environmental Impact Report (EIR). As part of this task, LSC will complete the CEQA Initial Study checklist to confirm that the RTP will not result in any significant environmental impacts. LSC will then prepare a Negative Declaration, while the ICLTC will be responsible for publicly noticing the Negative Declaration. If it were determined after the initial study process that an EIR is necessary, preparation of this document would be outside the scope of this proposal. The Negative Declaration report will include the following:

- Project description
- Project location
- Identification of project proponent
- Proposed finding of less than significant impact
- Attached copy of the California Environmental Quality Act (CEQA) Initial Study Checklist justifying the finding.

A minimum public review period of 30 days is required for a Negative Declaration unless the State Clearinghouse grants a "shortened review period" of 20 days and approved by Caltrans staff. LSC will mail 15 copies of the Negative Declaration directly to the State Clearinghouse for environmental review, while another five copies and an electronic file will be sent to ICLTC. Additionally, we will make the Initial Study/Proposed Negative Declaration available for posting on ICLTC's website the duration of the public review period.

- Deliverable: Negative Declaration

LSC will present the Draft RTP and the Draft Negative Declaration to the ICLTC at a regularly scheduled meeting as part of a public hearing.



## **TASK 8: Prepare Final RTP and Negative Declaration**

A Final RTP and Negative Declaration will be prepared incorporating public and Caltrans comments. Thirteen copies of each document will be provided, along with all electronic files on USB key in both native formats and Adobe PDF. We expect that this document can be adopted by the ICLTC without the need for a presentation by LSC. Within five days of adoption of the RTP, LSC will assist the ICLTC with filing a Notice of Determination for approval with the State Clearinghouse and arrange for posting by the County Clerk.

- Deliverable: Final RTP

## **SCHEDULE**

A proposed schedule for the RTP update is displayed in Table 1.

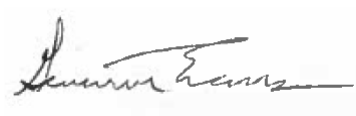
## **COST ESTIMATE**

Estimated costs for the RTP update are displayed in Table 2. LSC proposes a total project cost of \$45,097. This includes one-site visit, presumably for the presentation of the Draft Plan at an ICLTC meeting.

LSC is happy to work with ICLTC to revise the work scope and cost estimate to meet the needs of the commission.

▲ ▲ ▲

Respectfully submitted,  
LSC TRANSPORTATION CONSULTANTS, INC.



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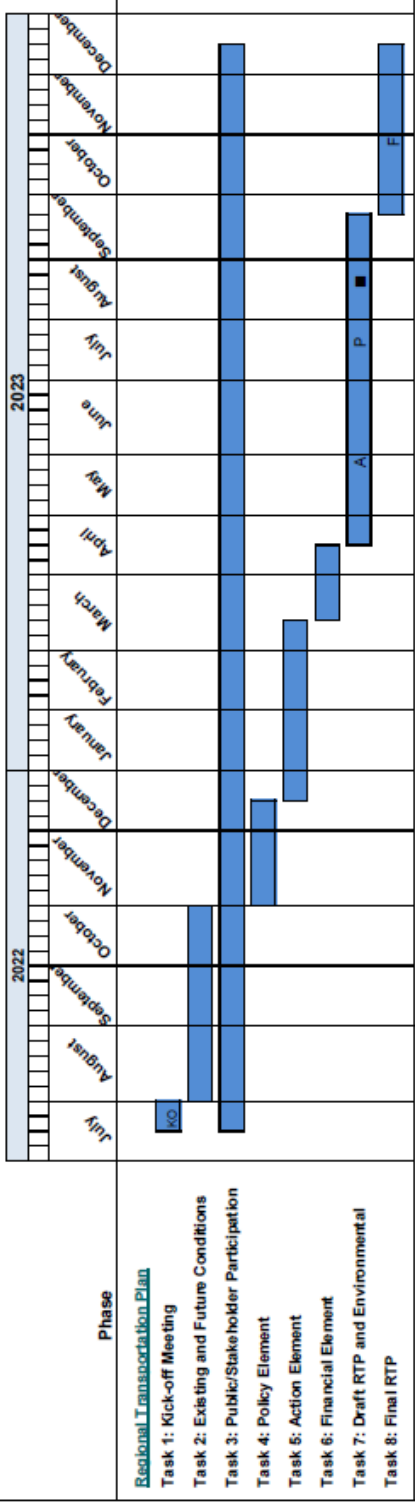
Genevieve Evans, AICP

LSC Transportation Consultants, Inc.

Enclosure: Tables 1 and 2

**TABLE 1: Proposed Schedule**

**Inyo County 2023 Regional Transportation Plan**



Note: KO = Kick-off A = Administrative Draft RTP, P = Public Draft and Environmental Document, F = Final RTP and Environmental Document  
 Presentation = ■

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## Work Scope

### *Inyo County Local Roadway Safety Plan Study*

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#### Work Tasks

##### Task 1 – Study Management and Stakeholder Group

As part of this task LSC will manage the progress of the LRSP and provide billing and coordination documents to the Inyo County Local Transportation Commission (ICLTC).

We will develop a stakeholder group comprised of representatives of key groups concerned with highway/roadway safety in Inyo County. Invitations will be made to each of the following:

- Caltrans District 9
- Inyo County Public Works
- Inyo County Sheriff's Department
- California Highway Patrol
- City of Bishop Public Works
- City of Bishop Fire Department
- US Forest Service
- US Bureau of Land Management
- Death Valley National Park
- Bishop Paiute Tribe
- Los Angeles Department of Water and Power

This stakeholder group will help to provide input and data resources, will review interim and final study products, and will provide input with regards to safety strategies. It will meet a minimum of three times over the course of the study (either in person or virtually, as conditions permit). LSC will prepare agendas, conduct the meetings and provide minutes of the meetings.

##### Task 2 – Data Collection

LSC will collect available crash data for the last 10 available years, including SWITRS and TIMS data (at the collision level). In addition, we will contact the Inyo County Sheriff's Department, Bishop Police Department and California Highway Patrol to identify any available documented crash information not included in the statewide databases. This available data will be reviewed and, if found to be of sufficient quality, included in the analysis.

LSC will collect available daily traffic volume data for public roads throughout Inyo County, including data from Caltrans, Inyo County, City of Bishop, US Forest Service, National Park Service, US Bureau of Land Management and the Bishop Rancheria.

LSC will contact law enforcement agencies (City, County, CHP, USFS, BIA and the Bishop Indian Rancheria) to discuss traffic safety issues and the availability of data.

### Task 3 – Data Analysis

Once the crash database has been developed and reviewed, LSC will conduct the following data analysis tasks:

- Locations of crashes will be mapped for the most recent 10-year period. This will include separate maps for fatalities, for crashes involving bicyclists and for crashes involving pedestrians. In addition to countywide maps, maps focusing on the City of Bishop will be prepared. Other focus-area maps will be prepared as necessary to define specific issues.
- Traffic count data will be summarized and analyzed to identify the average daily traffic and 10-year total vehicle-movements (for intersections) or vehicle-miles of travel (for roadway segments). This will be used to analyze
- The crash data inventory will be analyzed to summarize crashes by severity, by type, and by contributing factor.
- Crash rates will be calculated by roadway segment and intersection (as traffic count data allows), for those intersections and roadway segments with two or more recorded crashes over a 10-year period.
- The type of crash and injury severity will be assessed to identify those that are correctable through changes in the roadway design, as well as those that are related to excess speed or other factors.

We will identify crash patterns, crash trends, and primary contributing factors that most commonly recur in the crash data. These findings will be summarized using charts and graphs. In addition, as a basis for future Highway Safety Improvement Program (HSIP) funding, LSC will use the database established in Task 2 to identify trends, location characteristics, and contributing factors for the pertinent California Strategic Highway Safety Plan (SHSP) Challenge Areas. This work will be multimodal, documenting collisions and trends by mode as well as for the incorporated and unincorporated areas. We will conduct this work by considering descriptive statistics of the crash data as well as analyzing the crash data spatially. While LRSP guidelines require only a minimum of a 5-year data analysis, we will use the 10-years of crash data to identify the broader trends in crashes and roadway safety.

We will identify high priority locations to provide clarity on what locations have the greatest opportunity for safety improvements, based upon the costs associated with the crash history. These locations will be

identified by mode (vehicle, pedestrian, bicyclist). A series of maps will identify these high priority locations.

We will document the work conducted in Tasks 2 and 3 in a memorandum. The memorandum will present the data analysis findings from the descriptive analysis, comparative analysis, and the spatial analysis. We will use visuals and graphics to support the text regarding the data analysis findings. The memorandum will also present the high-priority locations and risk factors associated with crashes. The content of the memorandum will serve as the basis from which the team will generate workshop materials for discussion with the Stakeholder Group in Task 4.

#### Task 4: Public Input and Workshops -- Establish Goals, Priorities and Potential Countermeasures

We propose to conduct a series of two workshops with the Stakeholder Group. We expect that these can be conducted virtually. Materials will be distributed in advance, and we will conduct the workshop so that all participants have a chance to fully engage. Each workshop would be up to two hours in duration.

The two workshops would be organized as follows:

##### Workshop #1 – Goals, Priorities and Data Review

The first workshop will review in greater detail the data analysis findings from Task 3 and will spur the Stakeholders Group's input regarding safety concerns. LSC will facilitate a discussion of goals and priorities for the LRSP. We will develop the proposed goals and priorities for discussion with the Stakeholder Group (based on the data analysis) and then update those based on the input received. We will also lead a discussion of the priorities regarding the locations of focus and the emphasis areas of types of crashes and conditions to address.

##### Workshop #2 – Countermeasures Workshop

This workshop will focus on discussing the draft engineering countermeasures to address the priority locations, as well as comprehensive programmatic countermeasures. The pros and cons of various approaches will be discussed, and the input received from the Stakeholder Group will be used to refine the individual countermeasures as well as their prioritization.

As an outcome of each of the workshops, we will prepare a summary memorandum regarding input received on the following:

- Goals and Priorities
- Prioritized Engineering Countermeasures
- Input on Comprehensive Countermeasures
  - Identify promising education, enforcement, emergency services strategies

- Document likely partners for promising comprehensive measures

- Document next steps in follow-on effort to further develop and implement the comprehensive measures with its agency partners

The content of the summary memorandum would be integrated into the LRSP in Task 8.

### Public Input Survey

We propose to conduct an online survey (in both English and Spanish) asking residents for their input on specific safety problems. This survey will provide a map which respondents can use to drop a pin at a specific location provide a comment about their issue and suggested improvement. It will also ask questions regarding residential location, perception of safety conditions and issues, experience with near misses that are of concern but which may not have shown up in crash data, and demographic information (age, ethnicity, gender). LSC will advertise the availability of this survey through ads in the Inyo Register, announcements through local service organizations, as well as local Facebook ads.

### Task 5: Develop Safety Projects

LSC will work with the County and City staffs to finalize the prioritized countermeasures, based on the input received in Task 4 from the Stakeholder Group. In finalizing the list and priorities, we will consider the local jurisdiction's ability to deploy and implement the countermeasures to arrive at a final set of countermeasures that are implementable and effective at improving roadway safety.

We will identify locations where the countermeasures are appropriate and effective. We will work with the City and County staffs to identify up to three competitive HSIP grant applications that include high priority locations for safety improvements and also potentially include systemic countermeasures that would benefit multiple locations.

In finalizing the work under this task, we will prepare a final project listing capturing the locations and projects in the HSIP applications and/or others the local jurisdictions are confident in advancing. Other projects will be noted in the final LRSP but not included in the final project list.

Based on the crash analysis and professional standards, LSC will identify risk factors that are correlated to the most frequent occurrences of injury/fatal collisions. We will also identify safety areas and locations on which to focus for the greatest potential safety benefits. We will consider the following comprehensive strategies:

- **Emerging technologies** that have the potential to enhance roadway safety, such as automated enforcement, dynamic engineering treatments (e.g., operational under specific weather conditions), and ways to leverage social media for education programs.
- **Education strategies** that include programs and strategies that can be used to address road user behavior across multiple age groups forums. For example, these can include messaging that can be incorporated into Safe Routes to School Programs, community-based programs, and

community campaigns (e.g., messaging on social media, posted on buses, and distributed through other channels such as existing newsletters).

- **Enforcement strategies** will focus on best practices for improving roadway and community safety. As research has found that most enforcement strategies have limited long-term impacts for changing road user behavior, the most effective enforcement strategies tend to be those that can be done transparently and consistently. An example is education or outreach campaigns as part of enforcement in school zones during school hours.
- The **emergency services strategies** will focus on strategies and partnerships that could help reduce response times and sharing of real-time information to improve overall coordination.
- **Engineering strategies** will be organized in a toolbox type of form that describes the treatment, shows an image or photo of each treatment, the context in which it is applicable, the mode or road users that the treatment would benefit and/or impact, the specific type of crashes and/or priority areas it helps to address, a planning-level cost estimate, the expected degree of crash reduction (if known), and if it has typically been eligible for HSIP funding.

We will document the work in Task 5 in a memorandum. The memorandum will present the safety areas, high-priority locations or high-injury network, risk factors associated with crashes, and the draft multidisciplinary strategies and countermeasures. The content of the memorandum will serve as the basis from which the team will generate workshop materials for discussion with the Stakeholder Group in Task 6.

## Task 6: Final Local Road Safety Plan

We will prepare the final LRSP and supporting materials using the findings and information from the work in Tasks 2 through 7. The final set of deliverables will consist of the following:

- Local Road Safety Plan – Meeting the ICLTC’s needs and requirements for Caltrans’ grant funding.
- Executive Summary – Stand-alone document that can be used share key elements of LRSP with local decision-makers and/or broader community.
- PowerPoint Presentation – Targeted towards sharing LRSP key elements with local decision-makers and/or broader community. This could potentially be hosted on the ICLTC website.

The LRSP will include a discussion of the crash characteristics, data gathering, data analysis, countermeasures prioritization, and proposed projects. The report will also document the individuals who participated in the development of the LRSP.

We will tailor the LRSP to a format that is most useful for the ICLTC, City and County to monitor and implement the recommendations. For each of the final deliverables, we will provide a draft version for the ICLTC’s review and comment and a final version incorporating edits to respond to the ICLTC’s comments. LSC will be available to make a presentation of the final report in Bishop, if desired.

**ATTACHMENT B1**

**AGREEMENT BETWEEN THE COUNTY OF INYO AND  
LSC TRANSPORTATION CONSULTANTS, INC.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** December 31, 2023

**SCHEDULE OF FEES:**

Regional Transportation Plan Update: See Table 2: Cost Analysis

Local Road Safety Plan Development: See Cost Estimate



**TABLE 2: Cost Analysis**

**Inyo County 2023 Regional Transportation Plan Update**

	<u>Personnel and Hourly Rates</u>					Total Hours	Total Cost
	Principal-In Charge <i>Shaw</i>	Project Manager <i>Evans</i>	Planner <i>Marnesh</i>	Graphics Support	Clerical Support		
Rate	\$78.43	\$57.04	\$37.43	\$28.52	\$24.96		
Administrative Overhead	\$121.57	\$88.41	\$58.02	\$44.21	\$38.68		
Profit	\$20.00	\$14.55	\$9.55	\$7.27	\$6.36		
<b>Total Cost Per Hour</b>	<b>\$220.00</b>	<b>\$160.00</b>	<b>\$105.00</b>	<b>\$80.00</b>	<b>\$70.00</b>		
<u>Regional Transportation Plan</u>							
Task 1: Kick-off Meeting	1	8	2	0	0	11	\$1,710
Task 2: Existing and Future Conditions	0	5	35	20	10	70	\$6,775
Task 3: Public/Stakeholder Participation	1	20	30	0	15	66	\$7,620
Task 4: Policy Element	2	5	0	0	0	7	\$1,240
Task 5: Action Element	2	50	10	8	0	70	\$10,130
Task 6: Financial Element	0	20	0	0	0	20	\$3,200
Task 7: Draft RTP and Environmental	4	40	0	8	12	64	\$8,760
Task 8: Final RTP	4	20	0	8	8	40	\$5,280
<b>Subtotal Hours</b>	<b>14</b>	<b>168</b>	<b>77</b>	<b>44</b>	<b>45</b>	<b>348</b>	
<b>Subtotal Personnel Cost</b>	<b>\$3,080</b>	<b>\$26,880</b>	<b>\$8,085</b>	<b>\$3,520</b>	<b>\$3,150</b>		<b>\$44,715</b>
				<u>LSC Additional Expenses</u>			
				Travel			\$232
				Printing/Copying			\$50
				Phone/Postage/Delivery			\$100
				Subtotal: Other Expenses			\$382
				<b>Total Study Costs</b>			<b>\$45,097</b>



## Cost Estimate

LSC's cost estimate for the full scope of work listed above is \$69,510 as shown in the table below. LSC is happy to work with ICLTC staff to divide the work tasks in an effort to reduce Consultant costs.

<i>Inyo County Local Road Safety Plan Study</i>							
Cost Estimate	Personnel and Hourly Rates					Total Hours	Costs
	Total Rate	Project Principal	Engineer	Planner	Graphics Technician		
1 Study Management and Stakeholder Group		12	16	8	0	0	\$5,200
2 Data Collection		8	32	8	0	0	\$6,200
3 Data Analysis		24	120	4	60	12	\$24,840
4 Public Input and Workshops		20	24	16	0	0	\$8,640
5 Develop Safety Projects		24	40	8	24	12	\$13,180
6 Final Local Road Safety Plan		20	2	16	16	24	\$8,950
<b>Total Hours</b>		108	234	60	100	48	\$67,010
							Other Costs -- Travel, Printing, Translation, Advertising
<b>TOTAL COSTS</b>							\$69,510

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 10<sup>th</sup> day of April 2018 an order was duly made and entered as follows:

*Public Works – LSC  
Transportation  
Consultants Contract*

Transportation Planner Courtney Smith presented a request for approval of a contract with a firm to complete two updates to the County's Regional Transportation Plan, and provide other transportation planning services such as preparing grant applications on behalf of the County and City of Bishop. He said the firm was selected through the Request for Proposals process, and submitted the highest-ranked of two proposals received. Smith noted a clerical error in the contract originally submitted for consideration, which had the start date at March 27. He said the document has been revised to reflect the true start date of April 10, so there was no need for the Board to ratify the contract. Moved by Supervisor Griffiths and seconded by Supervisor Kingsley to approve the contract between the County of Inyo and LSC Transportation Consultants, Inc. for the provision of transportation planning services, in an amount not to exceed \$45,135 for the period of April 10, 2018 through April 30, 2023 and authorize the Chairperson to sign. Motion carried unanimously 4-0, with Supervisor Pucci absent.

WITNESS my hand and the seal of said Board this 10<sup>th</sup>  
Day of April, 2018



KEVIN D. CARUNCHIO  
Clerk of the Board of Supervisor

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

<b>Routing</b>
CC Purchasing Personnel Auditor CAO Other: Public Works DATE: April 19, 2018



**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:** Public Works Department

**FOR THE BOARD MEETING OF:** April 10, 2018

**SUBJECT:** Consideration of a contract with LSC Transportation Consultants, Inc. to 1) complete two updates of the Regional Transportation Plan and 2) for other transportation planning services as needed over a five year period.

**DEPARTMENTAL RECOMMENDATION:**

Request your Board approve the Contract between the County of Inyo and LSC Transportation Consultants, Inc., for the provisions of transportation planning services, in an amount not to exceed \$45,135, for the period of March 27, 2018 through April 30, 2023 and authorize the Chairperson to sign.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

Inyo County Local Transportation Commission (ICLTC) is requesting that Inyo County enter into a contract with LSC Transportation Consultants to 1) complete two update the Regional Transportation Plan (RTP) that are four years apart and 2) for other transportation planning services such as completing Active Transportation Program grant applications on behalf of both the County and the City of Bishop. The initial fund amount is only for the 2019 Update of the RTP. Contract amendments will be brought back to the Board for approval for other tasks.

A Request for Proposals for the two updates of the RTP and other transportation planning tasks was mailed out to interested parties, posted on the County website, and published in the Inyo Register. There were only two proposals submitted to complete this project. A project selection committee consisting of County, City of Bishop, and Caltrans District 9 staff reviewed, rated, and ranked the two proposals. The committee unanimously recommended LSC. LSC has had prior experience in Inyo County and completed the 2015 update to the RTP. In addition, LSC had completed a successful Active Transportation Program grant application for the City of Bishop Spruce Yaney Hanby Sidewalk project.

**RTP Update(s)**

RTP Updates are intended to serve as a comprehensive planning tool directing the ICLTC's policies and actions, and providing a framework for the development of a coordinated and balanced regional transportation system. The RTP uses, as a base, those policies set forth in the Inyo County General Plan Circulation Element. The ICLTC is required to adopt and submit an updated RTP to the California Department of Transportation (Caltrans) every four years. In exchange for the LTC updating the RTP every four years, the County and City of Bishop are required to update their Housing Elements every eight years (instead of every five years). The consultant will be tasked with completing two updates to the RTP. The first update will be completed by April 2019 and the second update will be completed by 2023.

**General Transportation Planning Services**

This task is not included in the initial contract. As requested, the consultant may provide transportation planning services to assist with general administration and operation of the ICLTC. Possible future tasks could include the completion of grant applications on behalf of the County / City for programs such as the Active Transportation Program and the Highway Safety Improvement Program.

**ALTERNATIVES:**

The Board could choose not to approve the contract with LSC Transportation Consultants, in which case, the Public Works Department would have to re-advertise a Request for Proposals for qualified consultants to perform the transportation planning services. This is not advised because the preparation of the RTP and Active Transportation Program grant applications would be delayed and additional work would be required for both County staff and consulting firms.



**OTHER AGENCY INVOLVEMENT:**

County Counsel, Auditor, and Risk Manager have reviewed and approved the proposed contract. The RTP is geared to comply with requirements set forth by Caltrans. The RTP will require coordination with the City of Bishop and the five Tribal Governments in Inyo County.

**FINANCING:**

The funding for this contract will be provided through the non-general fund Transportation and Planning Trust Budget 504605 and funding for the RTP Update is proved for in the Board approved FY 2017-2018 budget.

**APPROVALS**

<p>COUNTY COUNSEL:</p> 	<p>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.)</p> <p>Approved: <u>yes</u> Date <u>3/20/18</u></p>
<p>AUDITOR/CONTROLLER:</p> 	<p>ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)</p> <p>Approved: <u>[signature]</u> Date <u>3/20/2018</u></p>
<p>PERSONNEL DIRECTOR:</p>	<p>PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)</p> <p>Approved: _____ Date _____</p>

**DEPARTMENT HEAD SIGNATURE:**  Date: 3/29/18  
(Not to be signed until all approvals are received)

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** LSC Transportation Consultants, Inc.  
**FOR THE PROVISION OF** transportation planning **SERVICES**

**INTRODUCTION**

WHEREAS, the County of Inyo (hereinafter referred to as "County") has the need for the transportation planning services of LSC Transportation Consultants, Inc. (hereinafter referred to as "Consultant"), and in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereby agree as follows:

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

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

Services and work provided by the Consultant at the County's request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and County laws, ordinances, regulations, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those which are referred to in this Agreement and, as applicable, as set forth, in Attachment E, attached hereto and incorporated herein.

**2. TERM.**

The term of this Agreement shall be from April 10, 2018 to April 30, 2023 unless sooner terminated as provided below. In addition, County shall have two options to extend the Agreement for additional one-year periods as follows:

- A. From N/A through N/A
- B. From N/A through N/A

County shall exercise such options by giving written notice to Contractor at least thirty (30) days before the expiration of the Agreement, or an extension thereof.

The notice shall specify the period of the options being exercised. The option to extend shall be upon the same terms and conditions stated in this Agreement.

**3. CONSIDERATION.**

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

B. Travel and per diem. County shall reimburse Consultant for the travel expenses and per diem which Consultant incurs in providing services and work requested by County under this Agreement.

Consultant shall request approval by the County prior to incurring any travel or per diem expenses. Requests by Consultant for approval to incur travel and per diem expenses shall be submitted to the Director of Public Works. Travel and per diem expenses will be reimbursed in accordance with the rates set forth in the Schedule of Travel and Per Diem Payment (Attachment C). County reserves the right to deny reimbursement to Consultant for travel or per diem expenses which are either in excess of the amounts that may be paid under the rates set forth in Attachment C, or which are incurred by the Consultant without the prior approval of the County.

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

D. Limit upon amount payable under Agreement. The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed \$ 45,135 (initial term) \$N/A (option 1) and \$N/A (option 2) for a total of \$ N/A Dollars (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 which is in excess of the contract limit.

E. Billing and payment. Consultant shall submit to the County, once a month, an itemized statement of all hours spent by Consultant in performing services and work described in Attachment A, which were done at the County's request. This statement will be submitted to the County not later than the fifth (5th) day of the month. The statement to be submitted will cover the period from the Monday of the week including the first day of the month to the last Sunday of the month. This statement will identify the date on which the hours were worked and describe the nature of the work which was performed on each day. Consultant's statement to the County will also include an itemization of any travel or per diem expenses, which have been approved in advance by County, incurred by Consultant during that period. The itemized statement for travel expenses and per diem will include receipts for lodging, meals, and other incidental expenses in accordance with the County's accounting procedures and rules. Upon timely receipt of the statement by the fifth (5th) day of the month, County shall make payment to Consultant on the last day of the month.

F. Federal and State taxes.

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

(2) County will withhold California State income taxes from payments made under this Agreement to non-California resident independent Consultant's when it is anticipated that total annual payments to Consultant under this Agreement will exceed one thousand four hundred ninety nine dollars (\$1,499.00).

(3) Except as set forth above, County has no obligation to withhold any taxes or payments from sums paid by County to Consultant under this

Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Consultant. County has no responsibility or liability for payment of Consultant's taxes or assessments.

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

facilitate this reporting, Consultant shall complete and submit to the County an Internal Revenue Service (IRS) Form W-9 upon executing this Agreement.

**4. WORK SCHEDULE.**

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

**5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.**

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

B. Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: <http://www.sam.gov>.

**6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.**

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

**7. COUNTY PROPERTY.**

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

B. Products of Consultant's Work and Services. Any and all compositions, publications, plans, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Consultant 's services or work under this Agreement are, and at the termination



of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Consultant will convey possession and title to all such properties to County.

#### **8. INSURANCE REQUIREMENTS FOR PROFESSIONAL SERVICES.**

For the duration of this Agreement Consultant shall procure and maintain insurance of the scope and amount specified in Attachment D and with the provisions specified in that attachment.

#### **9. STATUS OF CONSULTANT.**

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

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

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

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

#### **10. DEFENSE AND INDEMNIFICATION.**

For professional services rendered under this Contract, Consultant agrees to indemnify, including the cost to defend County and its officers, officials, employees, and volunteers from and against any and all claims, demands, costs, or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant and its employees or agents in the performance of professional services under this contract, but this indemnity does not apply to liability for damages arising from the sole negligence, active negligence, or willful acts of the County.

Consultant shall hold harmless, defend, and indemnify County and its officers, officials, employees, and volunteers from and against all claims, damages, losses, and expenses including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the Consultant, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the **active negligence**, sole negligence, or willful misconduct of the County.

Consultant's obligation to defend, indemnify, and hold the County, its agents, officers, and employees harmless under the provisions of this paragraph is not limited to, or restricted by, any requirement in this Agreement for Consultant to procure and maintain a policy of insurance. If the Consultant maintains higher limits than the minimum required on the Insurance attachment to this Agreement, the County requires and shall be entitled to coverage for the higher limits maintained by the Consultant.

To the extent permitted by law, County shall defend, indemnify, and hold harmless Consultant, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, or resulting from, the active negligence, or wrongful acts of County, its officers, or employees.

**11. RECORDS AND AUDIT.**

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

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

**12. NONDISCRIMINATION.**

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

**13. CANCELLATION.**

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

**14. ASSIGNMENT.**

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

**15. DEFAULT.**

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

**16. WAIVER OF DEFAULT.**

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

**17. CONFIDENTIALITY.**

Consultant further agrees to comply with the various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Consultant in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Consultant agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Consultant only with the express written consent of the County. Any disclosure of confidential information by Consultant without the County's written consent is solely and exclusively the legal responsibility of Consultant in all respects.

Notwithstanding anything in the Agreement to the contrary, names of persons receiving public social services are confidential and are to be protected from unauthorized disclosure in accordance with Title 45, Code of Federal Regulations Section 205.50, the Health Insurance Portability and Accountability Act of 1996, and Sections 10850 and 14100.2 of the Welfare and Institutions Code, and regulations adopted pursuant thereto. For the purpose of this Agreement, all information, records, and data elements pertaining to beneficiaries shall be protected by the provider from unauthorized disclosure.

**18. CONFLICTS.**

Consultant agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

**19. POST AGREEMENT COVENANT.**

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

**20. SEVERABILITY.**

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

**21. FUNDING LIMITATION.**

The ability of County to enter this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Consultant of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph twenty-two (22) (Amendment).

**22. AMENDMENT.**

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

**23. NOTICE.**

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Consultant or County shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

**County of Inyo:**  
Public Works Department  
168 N. Edwards St., PO Drawer Q Address  
Independence, CA 93526 City and State

**Consultant:**  
LSC Transportation Consultants, Inc. Name  
2690 Lake Forest Road, Suite C Address  
Tahoe City, CA 96145 City and State

**24. ENTIRE AGREEMENT.**

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

///


///

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** LSC Transportation Consultants, Inc.  
**FOR THE PROVISION OF** Transportation Planning **SERVICES**

10th IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
DAY OF April, 2018.

**COUNTY OF INYO**

**CONSULTANT**

By:   
Signature  
DAN TOTTEROM  
Print or Type Name

By: \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print or Type Name

Dated: 4-10-18

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

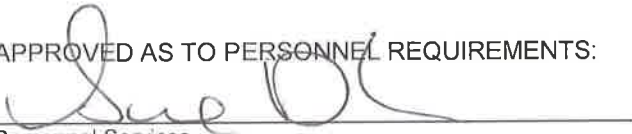
APPROVED AS TO FORM AND LEGALITY:

  
County Counsel

APPROVED AS TO ACCOUNTING FORM:

  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS:

  
County Risk Manager


**AGREEMENT BETWEEN COUNTY OF INYO  
AND LSC Transportation Consultants, Inc.  
FOR THE PROVISION OF Transportation Planning SERVICES**

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

**COUNTY OF INYO**

**CONSULTANT**

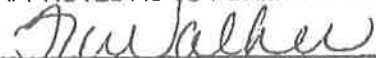
By: \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print or Type Name

By:   
Signature  
GORDON R. SHAW  
Print or Type Name

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

Dated: 3/30/18

APPROVED AS TO FORM AND LEGALITY:

  
County Counsel

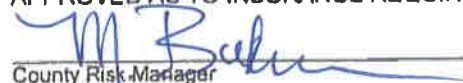
APPROVED AS TO ACCOUNTING FORM:

  
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

  
Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS

  
County Risk Manager

**ATTACHMENT A**

**AGREEMENT BETWEEN COUNTY OF INYO**

**AND** LSC Transportation Consultants, Inc.

**FOR THE PROVISION OF** Transportation Planning **SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** April 30, 2023

**SCOPE OF WORK:**

See the attached Section 6 - Work Scope and Section 7 - Work Schedule

The LSC Team will work closely with Inyo County staff and will conduct all study efforts efficiently, in a timely manner and with careful consideration of federal, state and local requirements. Final products will be consistent with adopted City and County planning documents. Each invoice will be accompanied by a monthly progress report. We have found through experience in previous transit and transportation planning studies that this manner of approaching the proposed Work Program provides for a cost-effective use of resources as well as allowing the client staff to keep well apprised of our progress. The next section presents a detailed outline of our proposed Work Program.

## **WORK SCOPE**

Under this proposal, the Study Team will work closely with local staff to complete the tasks necessary to complete the RTP to the satisfaction of the ICLTC. Our work scope will consist of the following tasks.

### **Regional Transportation Plan Update**

#### **Project Understanding**

As the Regional Transportation Planning Agency (RTPA) for the region, California law requires the Inyo County Local Transportation Commission (ICLTC) to adopt and submit an updated RTP to the California Transportation Commission (CTC) and to the California Department of Transportation (Caltrans) every five years. The main objective of a Regional Transportation Plan update is to develop a long-term plan for transportation facilities in Inyo County that is fiscally constrained, sustainable, and consistent with the goals and assumptions set forth in adopted and in-progress plans in the region. LSC has found that the study process is also a good opportunity to create a comprehensive transportation strategy for a region, based on discussions with community leaders and the public.

As illustrated in this proposal, LSC will work closely with ICLTC, the public, and other stakeholders to address these issues by determining Inyo County's regional transportation needs and updating capital improvement project lists to address those needs. The RTP update will be conducted in conformance with the latest edition of the RTP guidelines and will be in compliance with Fixing Americas Surface Transportation (FAST) Act, Environmental Justice and Title VI considerations.



## **TASK 1: Kick-off Meeting**

### **Kick-Off Meeting**

As part of Task 1, the LSC Team will travel to Bishop to hold a “kick-off” meeting with ICLTC staff, county representatives, City of Bishop staff, tribal representatives, and the Caltrans District 9 representative to refine the focus and schedule of the project, gather data, discuss relevant changes in existing conditions, review regional goals and policies, and discuss data forecasts and plan assumptions. The Study Team will use this trip to Inyo County as an opportunity to do a site visit of potential Active Transportation Program project locations.

## **TASK 2: Existing and Future Conditions Analysis**

### **Existing Conditions**

The first step in the RTP process will be to conduct an analysis of existing conditions. As this is an update to previous RTPs and as Inyo County has not grown significantly in population, it is anticipated that changes to existing conditions will be minimal. Data such as population and traffic volumes will be updated with the most current information available. This section will also include a list of transportation capital improvement projects completed since the last RTP adoption. Recent plans and studies which have been updated since 2015, such as the recent Short Range Transit Plan for the Eastern Sierra Transit Authority (ESTA), will also be reviewed. Lastly, the Study Team will review applicable planning documents identified in the 2017 guidelines with which the RTP should be consistent such as Local Public Health Plans.

### **Future Conditions Analysis**

As part of this task, the Study Team will project demographic and economic conditions over the 20-year planning period as a basis for the transportation needs assessment. This will include a review of local and state demographic forecasts. LSC will also prepare forecasts of traffic volumes and level of service, based on the following:

- Traffic trends over the last 10 and 20 years per Caltrans and Inyo County data
- Transportation Concept Reports

The existing and future conditions analysis will be combined with input from the public/stakeholder outreach (Task 3) effort to update the regional transportation needs and issues assessment for each transportation mode.

## **TASK 3: Public Participation/Stakeholder Consultation Process**

Per the 2017 RTP Guidelines, a strong consultation and coordination process is a key element in the development of an effective RTP. The public participation process will comply with

previously adopted ICLTC Public Involvement Procedures. We will make documented outreach efforts to the following:

### **On-line Questionnaire**

In rural counties such as Inyo County, public workshops often garner minimal input. It is likely that more input can be attained by directly contacting agencies and groups with interest in regional transportation. For this reason the RTP consultation and coordination process will be an important part of public input. The Study Team will develop a short questionnaire which can be made available on-line and in hard copy format. The questionnaire will ask respondents about their opinion on how to prioritize transportation needs in general categories (maintenance, new roadways, public transit, bicycle facilities, etc.), as well as ask for specific input. Respondents will also be asked to rank performance measures used to prioritize transportation capital improvement projects (safety, mobility, productivity, etc.). The questionnaire could also be used to solicit input on potential Active Transportation Program (ATP) projects for the City of Bishop and County of Inyo. The Study Team will work closely with City and County staff to develop a list of potential ATP projects and ask respondents to rank the list in order of priority.

Availability of the questionnaire will be noticed in Inyo Register. The following groups will be directly contacted and provided a link to the on-line questionnaire as well as a PDF file to be distributed in hard copy format:

- Tribal Governments (Bishop Paiute Tribe, Big Pine Paiute, Fort Independence, Lone Pine Paiute, Timbisha Shoshone)
- County and City Health and Human Services Departments
- Inyo County Office of Education
- Bicycle advocacy groups
- ESTA
- Private Shuttle Services
- Eastern Sierra Area Agency for the Aging
- Inyo Mono Association for the Handicapped
- Adventure Trails of the Eastern Sierra
- Private companies generating truck traffic (freight shippers)
- ICLTC Social Services Transportation Advisory Council (SSTAC)
- Chamber of Commerce

If it is deemed by the Study Team and ICLTC that insufficient input was received, LSC will work with county staff to advertise the questionnaire to a larger audience and extend the availability of the questionnaire.

## **Consultation**

Per the 2017 RTP Guidelines, the Study Team will consult with the following agencies in the development of the RTP.

- After consulting the Caltrans Native American Liaison Branch, we will contact Tribal Governments that have sacred lands in Inyo County to request input on the RTP process. The Study Team will request and review any transportation related tribal plans and projects. LSC will continue to keep the tribal governments informed about various meetings and document availability throughout the RTP process.
- We will contact all adjacent county RTPAs to make them aware of the RTP update and request their input.
- We will consult with environmental resource agencies such as the US Forest Service, Bureau of Land Management, Los Angeles Department of Water and Power, Death Valley National Park, Lahonton Water Quality Control Board and California Department of Fish and Game. Regional Transportation Plans and projects will be compared with adopted resource agency plans, maps and other data. The Great Basin Unified Air Pollution Control District will also be included in the planning process and the RTP will be consistent with transportation conformity measures set forth in applicable State Implementation Plans.

## **Notification**

- Draft documents and public notices for input will be made available for posting on the ICLTC website.

## **Public Hearing**

After completion of the Draft RTP and Negative Declaration, LSC will present the RTP at a regularly scheduled ICLTC meeting during a public hearing process. We will directly notify all stakeholders and persons who have expressed interest in the project of the public hearing.

All public participation/stakeholder input will be summarized in the RTP and copies of correspondence will be included as an appendix.

## **TASK 4: Policy Element**

The Policy Element describes the transportation issues in the region, identifies and quantifies regional needs expressed within both a short- and long-range framework, and maintains internal consistency with the financial element fund estimates. As this document is an update to the 2015 RTP and there has not been significant changes in the county over the intervening years, it is not anticipated that the policy element will not change significantly.

## **TASK 5: Action Element**

The Action Element identifies plans to address the needs and issues for each transportation mode (roadways, goods movement, transit and non-motorized transportation), in accordance with the goals, objectives, and policies set forth in the policy element. The future conditions analysis and public/stakeholder input will be considered to develop prioritized short-term and long-term projects and programs consistent with the identified needs and policies. Top priority projects along with cost estimates, implementing agency, and performance measures will be displayed in tables in Microsoft Excel for easy reference and use by decision-makers. The action element also includes a discussion of the following required RTP elements:

- Transportation safety & security
- Preservation of existing and future infrastructure
- Compatibility with transportation and land use
- Potential environmental mitigation areas and activities
- Performance measures and evaluation criteria for prioritizing improvement projects based on the latest federal guidance
- Coordination with other planning processes such as the Interregional Transportation Strategic Plan (ITSP) and Transportation Concept Reports (TCRs).

Although as a rural county Inyo County is not required to develop Sustainable Community Strategies, a qualitative analysis of the potential impacts of RTP projects on greenhouse gas emissions will be conducted, a discussion as to how RTP projects and policies can help attain statewide GHG goals will be included and potential strategies to address climate change issues will be outlined. This analysis will enhance the quality of information available to decision makers and assist with future policymaking.

## **TASK 6: Financial Element**

The Financial Element identifies the current and anticipated revenue sources and financing techniques available to fund the planned transportation investments described in the action element. The intent is to define realistic inflation adjusted financing constraints and opportunities. The focus of the financial element will be to work closely with ICLTC to develop conservative and realistic estimates of all transportation funding sources to formulate a 10-year fiscally constrained project list. A 20 year financially unconstrained projects will also be listed.

## **TASK 7: Draft RTP and Environmental Documentation**

All elements described above will be compiled into an Administrative Draft Plan for review and comment by ICLTC staff. Two hard copies and electronic files in both Microsoft Word and Adobe PDF format will be delivered.

**Deliverable****Administrative Draft RTP**

Next, LSC will incorporate all comments to prepare the Public Draft RTP. This document will include an Executive Summary and the California Transportation Commission (CTC) RTP checklist. Thirteen hard copies and electronic files in both Microsoft Word and Adobe PDF format will be provided to ICLTC staff for review and distribution. The Public Draft RTP will be made available for posting on ICLTC's website. As indicated in Task 3, the Public Draft RTP will be presented at a regularly scheduled ICLTC meeting as a public hearing.

**Deliverable****Public Draft RTP****CEQA Documentation**

It is the understanding of LSC that, given the very limited scope of new capacity increasing projects to be included in the RTP as well as the programmatic nature of the document, adoption of the 2019 RTP will not require an Environmental Impact Report (EIR). As part of this task, LSC will complete the CEQA Initial Study checklist to confirm that the RTP will not result in any significant environmental impacts. LSC will then prepare a Negative Declaration, while the ICLTC will be responsible for publicly noticing the Negative Declaration. If it were determined after the initial study process that an EIR is necessary, preparation of this document would be outside the scope of this proposal. The Negative Declaration report will include the following:

- Project description
- Project location
- Identification of project proponent
- Proposed finding of less than significant impact
- Attached copy of the California Environmental Quality Act (CEQA) Initial Study Checklist justifying the finding. The checklist will include the consideration of the environmental impact on Greenhouse Gas Emissions as suggested in the RTP Guidelines.

A minimum public review period of 30 days is required for a Negative Declaration unless the State Clearinghouse grants a "shortened review period" of 20 days and approved by Caltrans staff. LSC will mail 15 copies of the Negative Declaration directly to the State Clearinghouse for environmental review, while another five copies and an electronic file will be sent to ICLTC. Additionally, we will make the Initial Study/Proposed Negative Declaration available for posting on ICLTC's website the duration of the public review period.

Deliverable	<b>Negative Declaration</b>
-------------	-----------------------------

LSC will present the Draft RTP and the Draft Negative Declaration to the ICLTC at a regularly scheduled meeting as part of a public hearing.

**TASK 8: Prepare Final RTP and Negative Declaration**

A Final RTP and Negative Declaration will be prepared incorporating public and Caltrans comments. Thirteen copies of each document will be provided, along with all electronic files on USB key in both native formats and Adobe PDF. We expect that this document can be adopted by the ICLTC without the need for a presentation by LSC. Within five days of adoption of the RTP, LSC will assist the ICLTC with filing a Notice of Determination for approval with the State Clearinghouse and arrange for posting by the County Clerk.

Deliverable	<b>Final RTP</b>
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**2019 Active Transportation Program Grant Applications**

LSC will assist the County of Inyo and City of Bishop with two to three Active Transportation Program Grant applications for the 2019 grant cycle. At the RTP kick-off meeting, the Study Team will discuss potential ATP projects with County and City staff. As part of the kick-off meeting trip to Inyo County, LSC will conduct a brief site visit of potential ATP project locations. After the call for projects has been released in the Spring of 2018, the Study Team will hold a conference call with City and County staff to discuss details of the projects and data required. Next, the Study Team will estimate staff hours required for completion of the applications for approval by ICLTC. Costs will be based on the standard billing rates identified below. It is assumed for this work scope, that City and County staff will be primarily responsible for construction cost estimates and any survey or data collection required. LSC will be primarily responsible for answering the narrative questions and organization and compilation of the application. Applications will be submit by the deadline identified in the Final ATP Guidelines or by June 8, 2018 (if requested by ICLTC).

**General Transportation Planning Services**

As part of this task, the Project Team will be available to assist ICLTC with general transportation planning services, upon request. Representative projects could be Project Initiation Documents, Project Study Reports and various grant applications including but not limited to Active Transportation Program, Safe Routes to Schools and Highway Safety Improvement Program. If approved by the County, the contract would also include a second

update of the RTP. Work Scope of the 2022-2023 RTP update would be similar to the work scope described in this proposal.

The total cost of each transportation planning service request will be dependent upon the number of hours required. Standard billing rates are listed in the Price Proposal Section.

**PROJECT SCHEDULE**

We are prepared to begin this study immediately upon approval and the signing of a contract. A draft schedule is presented in Table 2, which accounts for 30-day environmental review periods for the Negative Declarations. Public input is scheduled for early in the process so that input can be gathered for both the ATP grant and RTP processes. Depending on when the Final ATP applications are released, this schedule could be shifted to slightly later in the year.

- Kick-off meeting – Mid March 2018
- Completion of ATP Grant Applications – June 8, 2018 or by deadline identified in Final ATP guidelines
- On line Questionnaire Available– Late April/Early May
- Completion Administrative Draft RTP – Late October
- Completion of Draft RTP and Initial Study/Proposed Negative Declaration – Mid November
- Presentation of Draft RTP and Environmental Document– Mid December 2018
- Completion of Final RTP and Environmental Document– Mid January 2019

While this schedule requires that several tasks be conducted simultaneously, we believe that it provides adequate time to conduct all tasks, and environmental and public input processes. This schedule assumes that County and ICLTC staff can provide data and review interim draft documents in a timely manner. LSC is able to adjust this schedule as necessary to better meet the needs of the ICLTC.





**ATTACHMENT B**

**AGREEMENT BETWEEN COUNTY OF INYO**

**AND** LSC Transportation Consultants, Inc.

**FOR THE PROVISION OF** Transportation Planning **SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** April 30, 2023

**SCHEDULE OF FEES:**

See the attached Section 3 - Project Costs

## Section 3 Project Costs

Labor requirements and detailed cost estimates have been developed for the study Work Plan. We have estimated the total cost of the scope of work for the Inyo County Regional Transportation Plan to be \$45,135, as shown in Table 1. Of this total \$44,185 will be required for staff hours while \$950 will be required for travel and other indirect expenses.

**TABLE 1: Cost Analysis**

**Inyo County 2019 Regional Transportation Plan Update**

	<b>Personnel and Hourly Rates</b>					Total Hours	Total Cost
	Principal-In Charge <i>Shaw</i>	Project Manager <i>Evans</i>	Planner <i>Fink</i>	Graphics Support	Clerical Support		
	Rate	\$44.56	\$37.43	\$24.96	\$23.17		
Administrative Overhead	\$110.52	\$69.07	\$58.02	\$38.68	\$35.92		
Profit	\$18.18	\$11.36	\$9.55	\$6.36	\$5.91		
<b>Total Cost Per Hour</b>	<b>\$200.00</b>	<b>\$125.00</b>	<b>\$105.00</b>	<b>\$70.00</b>	<b>\$65.00</b>		
<b>Regional Transportation Plan</b>							
<b>Task 1: Kick-off Meeting</b>	8	15	8	0	0	31	\$4,315
<b>Task 2: Existing and Future Conditions</b>	5	20	20	20	10	75	\$7,650
<b>Task 3: Public/Stakeholder Participation</b>	4	30	15	0	15	64	\$7,100
<b>Task 4: Policy Element</b>	2	4	0	0	0	6	\$900
<b>Task 5: Action Element</b>	10	40	18	8	0	76	\$9,450
<b>Task 6: Financial Element</b>	4	20	0	0	0	24	\$3,300
<b>Task 7: Draft RTP and Environmental</b>	10	30	0	8	12	60	\$7,090
<b>Task 8: Final RTP</b>	4	20	0	8	8	40	\$4,380
<b>Subtotal Hours</b>	<b>47</b>	<b>179</b>	<b>61</b>	<b>44</b>	<b>45</b>	<b>376</b>	
<b>Subtotal Personnel Cost</b>	<b>\$9,400</b>	<b>\$22,375</b>	<b>\$6,405</b>	<b>\$3,080</b>	<b>\$2,925</b>		<b>\$44,185</b>
				<u>LSC Additional Expenses</u>			
							Travel \$800
							Printing/Copying \$50
							Phone/Postage/Delivery \$100
							Subtotal: Other Expenses \$950
							<b>Total Study Costs \$45,135</b>





**LSC Transportation Consultants, Inc.**

2690 Lake Forest Road, Suite C  
 Post Office Box 5875  
 Tahoe City, California 96145  
 Phone: (530) 583-4053 • Fax 583-5966  
 Website: www.LSCtrans.com  
 Email: info@lsc Tahoe.com

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**TAHOE STANDARD BILLING RATES**

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<b>LABOR</b>	<b>RATE</b>
Principals .....	\$200/hour
Associates .....	\$150/hour
Senior Engineers .....	\$125/hour
Senior Planners .....	\$125/hour
Engineers .....	\$105/hour
Planners .....	\$105/hour
Senior CAD Operators .....	\$70/hour
Graphic Technicians .....	\$70/hour
Administrative Assistants .....	\$65/hour
Traffic Count Technicians .....	\$40/hour

**SPECIALIZED EQUIPMENT**

Computer and Specialized Software .....	\$15/hour
Turning-Movement Traffic Keyboard .....	\$3/hour
Automatic Traffic Counter .....	\$25/day
Auto .....	\$0.57/mile
Photocopies .....	\$0.10/copy
Color Copies .....	\$0.15/copy
Plots .....	\$5.00/D-size plot

**OUTSIDE CONSULTANTS, SUB-CONTRACTORS AND CONTRACT LABOR**

Billed at our cost + 10 percent.

**OTHER DIRECT PROJECT EXPENSES** such as Airfare, Lodging, Meals, Car Rental, Telephone, Postage, Parking Fees, Printing, Graphics, Delivery Charges, etc., are billed at our cost.

*Effective January 1, 2018*

**ATTACHMENT C**

**AGREEMENT BETWEEN COUNTY OF INYO**

**AND** LSC Transportation Consultants, Inc.

**FOR THE PROVISION OF** Transportation Planning **SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** April 30, 2023

**SCHEDULE OF TRAVEL AND PER DIEM PAYMENT:**

Not Applicable

**ATTACHMENT D**

**AGREEMENT BETWEEN COUNTY OF INYO**  
**AND** LSC Transportation Consultants, Inc.  
**FOR THE PROVISION OF** Transportation Planning **SERVICES**

**TERM:**

**FROM:** April 10, 2018 **TO:** April 30, 2023

**SEE ATTACHED INSURANCE PROVISIONS**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/12/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>Key Insurance Group, LLC</b> 6355 Ward Road, Suite 208 Arvada, CO 80004 License #: 250474	CONTACT NAME: <b>Mike Fitzgerald</b>	FAX (A/C, No): (303)431-7812	
	PHONE (A/C, No, Ext): <b>(303)431-1888</b>	E-MAIL ADDRESS: <b>Mike@mykeyinsurance.com</b>	
INSURED <b>LSC TRANSPORTATION CONSULTANTS, INC.</b> 2690 LAKE FOREST ROAD, SUITE C Tahoe City, CA 96145	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	<b>American Casualty Company</b>	
	INSURER B:	<b>National Fire Insurance Company</b>	
	INSURER C:	<b>Contential Insurance Company</b>	
	INSURER D:	<b>Continental Casualty Company</b>	
	INSURER E:	<b>Continental Casualty Ins. Co</b>	

COVERAGES                      CERTIFICATE NUMBER: 00000000-1217768                      REVISION NUMBER: 176

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL. INSD.	SUBR. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  <input checked="" type="checkbox"/> Primary & Non-Cont. <small>(GENL AGGREGATE LIMIT APPLIES PER POLICY)</small> <input checked="" type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER	Y	Y	2097381503	06/18/2017	06/18/2018	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>300,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	2097381419	06/18/2017	06/18/2018	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB                      CLAIMS MADE  DED <input checked="" type="checkbox"/> RETENTIONS: 0	Y	Y	2097381307	06/18/2017	06/18/2018	EACH OCCURRENCE \$ <b>3,000,000</b> AGGREGATE \$ <b>3,000,000</b>
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			2099451109	06/18/2017	06/18/2018	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
E	Professional E & O	Y	Y	MCH276153961	06/18/2017	06/18/2018	\$ <b>2,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Inyo County, its officers, officials, employees, and volunteers are an additional insured with respect to liability arising out of work, or operations performed by or on behalf of the insured including materials, parts or equipment furnished in connection with such work or operations, and this insurance is primary and non-contributory per endorsement G-17957-G99 attached. A waiver of subrogation per endorsement CG-2404-0509 is attached. A waiver of subrogation for worker compensation per endorsement G-19160-B is attached.  
RE: Inyo County RTP Update & Transportation Planning 2018 LSC #187180

CERTIFICATE HOLDER  Inyo County Public Works Attn: Courtney Smith, Transportation Planner PO Box Q 168 Edwards Stroot Independence, CA 93526	CANCELLATION  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  (MJF)
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definition of "insured contract" under **DEFINITIONS (Section V)** do not apply to "bodily injury" or "property damage" arising out of the "products-completed operations hazard" unless required by the written contract or written agreement. When coverage does apply to "bodily injury" or "property damage" arising out of the "products-completed operations hazard" such coverage will not apply beyond:

- a. The period of time required by the written contract or written agreement; or
- b. 5 years from the completion of "your work" on the project which is the subject of the written contract or written agreement,

whichever is less.

4. The insurance provided to the additional insured does not apply to "bodily injury," "property damage," or "personal and advertising injury" arising out of an architect's, engineer's, or surveyor's rendering of or failure to render any professional services including:

- a. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
- b. Supervisory, or inspection activities performed as part of any related architectural or engineering activities.

- C. As respects the coverage provided under this endorsement, **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** are amended as follows:

1. The following is added to the Duties In The Event of Occurrence, Offense, Claim or Suit Condition:

- a. An additional insured under this endorsement will as soon as practicable:
  - (1) Give written notice of an occurrence or an offense to us which may result in a claim or "suit" under this insurance;
  - (2) Tender the defense and indemnity of any claim or "suit" to us for a loss we cover under this Coverage Part;
  - (3) Tender the defense and indemnity of any claim or "suit" to any other insurer which also has insurance for a loss we cover under this Coverage Part; and

- (4) Agree to make available any other insurance which the additional insured has for a loss we cover under this Coverage Part.

- f. We have no duty to defend or indemnify an additional insured under this endorsement until we receive written notice of a claim or "suit" from the additional insured.

2. Paragraph 4.b. of the Other Insurance Condition is deleted and replaced with the following:

#### 4. Other Insurance

##### b. Excess Insurance

This insurance is excess over any other insurance naming the additional insured as an insured whether primary, excess, contingent or on any other basis unless a written contract or written agreement specifically requires that this insurance be either primary or primary and noncontributing to the additional insured's own coverage. This insurance is excess over any other insurance to which the additional insured has been added as an additional insured by endorsement.

When this insurance is excess, we will have no duty under Coverages A or B to defend the additional insured against any "suit" if any other insurer has a duty to defend the additional insured against that "suit." If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.





**WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE POLICY**

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**BLANKET WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS**

This endorsement changes the policy to which it is attached.

It is agreed that **Part One – Workers' Compensation Insurance G. Recovery From Others** and **Part Two – Employers' Liability Insurance H. Recovery From Others** are amended by adding the following:

We will not enforce our right to recover against persons or organizations. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

Policy #299451109


LSC Transportation Consultants, Inc.

Inyo County Public Works

PO Box Q

Independence, CA 93526

Countersigned by:



---

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 26<sup>th</sup> day of June 2018 an order was duly made and entered as follows:

*Public Works –  
ATP Projects/LSC  
Transportation  
Amendment 1*

Transportation Planner Courtney Smith presented a list of road projects from which to identify two that might best qualify for two highly competitive State grants. Supervisor Tillemans asked whether any of the potential projects are located in the Fourth District and Smith said none are proposed at this time because the application scoring metrics favor projects that reduce carbon emissions, so staff identified roads that receive more pedestrian and bicycle traffic. Supervisor Tillemans said District 4 roads will not see that kind of traffic if the infrastructure is not built. Moved by Supervisor Pucci and seconded by Supervisor Griffiths to: A) direct staff to submit two grant applications on the top two ranked Active Transportation Program projects; B) approve Contract Amendment No. 1 between the County of Inyo and LSC Transportation Consultants for the provision of transportation planning services, by increasing the contract amount by \$19,145 for a total contract amount not to exceed \$64,280 to complete two grant applications on behalf of the County of Inyo and one grant application on behalf of the City of Bishop; C) authorize the Chairperson to sign the amendment; and D) authorize the Public Works Director to implement the two proposed County grant projects. Motion carried 4-1 with Supervisor Tillemans opposed.

WITNESS my hand and the seal of said Board this 26<sup>th</sup>  
Day of June, 2018



KEVIN D. CARUNCHIO  
Clerk of the Board of Supervisor

A handwritten signature in black ink, appearing to read "Kevin D. Carunchio".

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

<i>Routing</i>
CC Purchasing Personnel Auditor CAO Other: Public Works DATE: July 6, 2018



**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> 27

FROM: Public Works Department

FOR THE BOARD MEETING OF: June 26, 2018

SUBJECT: Request Board 1) select projects to submit for competitive Active Transportation Program grants in response to a Call for Projects and 2) approve Contract Amendment #1 between the County of Inyo and LSC Transportation Consultants, for the provisions of transportation planning services by increasing the contract amount by \$19,145 in a total contract amount not to exceed \$64,280; and authorize the Chairperson to sign.

**DEPARTMENTAL RECOMMENDATIONS:**

1. Prioritize Active Transportation Program (ATP) projects and direct staff to submit two grant application(s) on the top two ranked projects;
2. Approve Contract Amendment #1 between the County of Inyo and LSC Transportation Consultants, for the provisions of transportation planning services by increasing the contract amount by \$19,145 in a total contract amount not to exceed \$64,280 to complete two grant applications on behalf of the County of Inyo and one grant application on behalf of the City of Bishop;
3. Authorize the Chair to sign;
4. Authorize the Public Works Director to implement the two proposed County grant projects.

**CAO RECOMMENDATION:**

**SUMMARY DISCUSSION:**

Staff recommends that the County submit 1) a project that combines the Barlow Lane sidewalk & bicycle lanes project with the reconstruction of the S. Barlow Lane bicycle lane and 2) a Lone Pine downtown sidewalk reconstruction project.

The California Transportation Commission released a call for ATP projects May 16, 2018. The applications are required to be postmarked by July 31, 2018. The projects will compete statewide for funds under the Active Transportation Program.

The Cycle 4 Call for Projects is expected to include about \$440 million in ATP funding made up of Federal funding and State SB1 and SHA funding. The funding/programming years are expected to include 2019/2020, 2020/2021, 2021/2022 and 2022/2023 funding years.

**Program Purpose and Goals**

Pursuant to statute, the purpose of the program is to encourage increased use of active modes of transportation, such as biking and walking. The goals of the Active Transportation Program are to:

- Increase the proportion of trips accomplished by biking and walking.
- Increase the safety and mobility of active transportation users.

- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals as established pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) and Senate Bill 391 (Chapter 585, Statutes of 2009).
- Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding.
- Ensure that disadvantaged communities fully share in the benefits of the program.
- Provide a broad spectrum of projects to benefit many types of active transportation users.

### Scoring Evaluation by Project Type

The scoring rubrics are established for three different types of infrastructure projects based on total cost. These are: 1) small (\$0.25 million to 1.5 million), 2) medium (1.5 million to \$7 million), and 3) large (over \$7 million) scale projects. There are accompanying small, medium, and large applications for each type of project. These three types of applications will be scored as shown in the table below.

Infrastructure Project Topic	Small	Medium	Large
Disadvantaged Communities (DAC) Benefit. Scores scaled in relation to severity of and the benefits provided to the DAC by the project	10	10	10
Need. Potential for increased walking & bicycling routes to and from schools, transit facilities, employment & community centers; and including increasing and improving connectivity of active transportation users.	40	35	30
Safety. Potential for reducing the number and/or rate or the risk of active transport fatalities & injuries; including identity of safety hazards.	25	25	20
Public Participation. Project applicants must clearly articulate how the local participation process result in the identification & prioritization of the project.	10	10	10
Scope / Implementation. Evidence that the application, scope, and plans are consistent with one another.	15	10	10
Context Sensitive & Innovative		5	5
Transformative Projects			5
Cost Effectiveness. A project's cost effectiveness is considered to be the relative costs of the project in comparison to the project's benefits.			5
Leveraging of non-ATP funds on the proposed ATP project scope (excluding in-kind contributions)	2	5	5
Corps (0 or -5)	0	0	0
Past Performance (0 to -10)	0	0	0
<b>Total</b>	100	100	100

The table on the next page shows a priority order for ATP projects that are included in Table 11 of the 2015 Inyo County Active Transportation Plan. An agency that is submitting multiple applications is supposed to rank the applications. The suggested priority for the two proposed applications is 1) Barlow Lane Combined Improvements and 2) Lone Pine sidewalk project. This would presumably be to break a tie since this is not included in the scoring criteria.

Proposed Inyo County ATP Project Priority List		
Rank	Project Name, Location, & Cost	Discussion
1A	Barlow Lane sidewalk and bicycle lanes, between West Line Street and North Sierra Highway, preliminary estimated cost of \$2,395,000.	The proposed project is on a County road right of way across the Bishop Reservation. Bishop Tribe staff has indicated that the Tribal Council supports this project. A letter of support for the project is essential. The bicycle lane would link bike lanes North and South of the Reservation on Barlow Lane with bicycling facilities on W. Line Street and North Sierra Highway. The Bishop Reservation is considered a Disadvantaged community.

1B	Reconstruction of S. Barlow Lane bicycle lane, preliminary estimated cost of \$390,000.	Currently, bicyclists avoid using this stand-alone Class I bicycle facility due to large transverse cracks.
2	Lone Pine downtown sidewalk reconstruction, see map of proposed project in downtown Lone Pine, preliminary estimated cost of \$2,785,000.	Project combines construction of sidewalks in downtown Lone Pine on County roads within a certain distance of US 395 with bringing up existing sidewalks to ADA standards. Lone Pine is considered a Disadvantaged community.
3	Horseshoe Meadows Road	Construct bicycle lanes on Horseshoe Meadows Road between Whitney Portal Road and Sunset Drive. This would provide a continuous bicycle lane between Lone Pine and the Alabama Hills subdivision. Both areas are considered a Disadvantaged community based on zip code.
4	Schober Lane Bicycle Lanes (1.1 miles between Barlow Lane and Sunland Lane)	Links future bicycle facility on Sunland with bicycle facility on South Barlow. This would be a good project and would be a helpful link between bicycle facilities. However, the project is not in a Disadvantaged community and matching funds would need to be identified.
5	Old Spanish Trail Highway (0.72 miles from Tecopa Hot Springs Road to Downey Road)	The Tecopa area is considered a Disadvantaged Community. The project links an existing bicycle lane at Tecopa Hot Springs on Tecopa Hot Springs Road with Tecopa and Tecopa Heights.
6	SR 190 between Furnace Creek and Cow Creek Residential area	Requires approval by Caltrans District 9 and Death Valley National Park (DVNP). DVNP staff supports project but was unable to enlist Caltrans support.
7	Red Hill Road	Links bicycle facility on Ed Powers Road with bicycle facility on State Route 168. This would be a key project to help bicyclists west of Bishop, however the commute link is not strong. Potentially expensive earthwork required. County has tried twice to gain funding for this project and failed both times.
Other?		

**LSC Transportation Consultants Contract Amendment No. 1**

On April 10<sup>th</sup> of this year, your Board approved a five-year contract with LSC Transportation Consultants to: 1) complete two updates to the Regional Transportation Plan (RTP), and 2) for other transportation planning services, such as completing Active Transportation Program grant applications on behalf of both the County and the City of Bishop. The initial fund amount was only for the 2019 Update of the RTP. Contract amendments will be brought back to the Board for approval for other tasks.

LSC Transportation Consultants has provided a scope of work to complete three Active Transportation Program grant applications on behalf of the Inyo County Local transportation Commission (two projects for the County and one for the City of Bishop).

**ALTERNATIVES:**

- 1) Your Board could alter the list of projects and/or identify new projects to be submitted. Public Works Department staff has developed the Preliminary Engineer’s Estimate of Probable Cost for the proposed two projects. Selecting additional projects would require further staff time.
- 2) Your Board could continue the discussion to a future meeting and give staff specific direction to provide additional information.



**OTHER AGENCY INVOLVEMENT:**

1. California Transportation Commission has the discretion to select and to fund ATP projects.
2. Bishop Tribe – the Barlow Lane project crosses the Bishop Reservation.

**FINANCING:**

The Inyo County Local Transportation Commission Overall Work Program funds the time to complete this staff report and the grant applications. Funds for a contractor to complete the ATP grant applications are included in the FY 2017-2018 County budget, under Budget Unit 504605 (Transportation Trust) and Object Code 5265 (Professional Services). No other budget related actions are required. If funding is programmed for a new project(s), the funding for it will be incorporated in the FY 2018-2019 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>6/13/18</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>6/13/2018</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: 6/13/18

**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
LSC Transportation Consultants, Inc.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

**WHEREAS**, the County of Inyo (hereinafter referred to as “County”) and LSC Transportation Consultants, Inc. of Tahoe City, California (hereinafter referred to as “Contractor”), have entered into an Agreement for the provision of transportation planning services dated April 10, 2018, on County of Inyo Standard Contract No. 156, for the term from April 10, 2018 to April 30, 2023.

**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:

1. Section 3D, Limit upon amount payable under Agreement. The first sentence is revised as follows:

“The total sum of all payments made by the County to Contractor for services and work performed under this Agreement shall not exceed Sixty-four thousand two hundred and eighty dollars and no cents (\$64,280.00) (hereinafter referred to as “contract limit”).

2. Attachment A to the contract, *Scope of Work*, shall be revised to include the additional tasks (See Attachment A to Amendment No. 1) required to assist in the development of three Active Transportation Program Plan grant applications (two for the County of Inyo and one for the City of Bishop).

The effective date of this amendment to the Agreement is June 26, 2018.

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  
LSC Transportation Consultants, Inc.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**


IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
14 DAY OF June, 2018.

**COUNTY OF INYO**

By: 

Dated: C-26-18

**CONTRACTOR**


By: 

Dated: 6/14/18

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



**AMENDMENT NUMBER 1 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
LSC Transportation Consultants, Inc.  
FOR THE PROVISION OF TRANSPORTATION PLANNING SERVICES**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

**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 A TO AMENDMENT No. 1  
SCOPE OF WORK**



**TRANSPORTATION PLANNING AND  
TRAFFIC ENGINEERING CONSULTANTS**

2690 Lake Forest Road, Suite C  
Post Office Box 5875  
Tahoe City, California 96145  
(530) 583-4053 FAX: (530) 583-5966  
info@lsctahoe.com • [www.lsctrans.com](http://www.lsctrans.com)

Courtney Smith  
Transportation Planner  
Inyo County Local Transportation Commission  
P.O. Drawer Q  
Independence, CA 93526

Dear Mr. Smith

LSC Transportation Consultants Inc. proposes to assist the Inyo County Local Transportation Commission with the preparation of three Cycle 4 Active Transportation Program (ATP) grant applications for the County of Inyo and the City of Bishop. The grant application process will be a collaborative effort between the Consultant Team, ICLTC, Inyo County and the City of Bishop. The following sets forth a potential division of duties between all entities, work scope for LSC, and estimated costs for LSC's tasks. We would be happy to work with the ICLTC to adjust the work scope as necessary.

**ATP Application Part A**

The Consultant Team will work with ICLTC, City of Bishop and Inyo County to complete the following sections of Part A of the applications:

- Applicant information
- General project information
- Project type
- Project details

City and County staff will be primarily responsible for the following sections of Part A. LSC will be available to answer questions regarding how these sections should be completed:

- Project schedule
- Project funding
- Screening criteria

It is estimated that this will take roughly 10 hours of Planner time or **\$1,250** to complete all three applications.

## **ATP Application Part B**

### Narrative Questions

Part B includes the narrative section of the applications. With data supplied by the ICLTC and the City of Bishop, the Consultant Team will draft the narrative text and assist with the provision of documentation materials. As such, LSC assumes that ICLTC and the City of Bishop will provide the following:

- ◆ Updated project descriptions
- ◆ Engineers cost estimates
- ◆ Project programming requests
- ◆ Engineers checklists
- ◆ Available traffic counts on affected roadways
- ◆ Any additional accident and safety data (fatalities and injuries) which is not available through SWITRS
- ◆ Create accident location maps for each project site
- ◆ Any speed surveys on affected roadways which may be beneficial to the application

The Study Team will be responsible for the remainder of Part B including:

- ◆ Answering the narrative questions in Part B
- ◆ Contacting the California Conservation Corp
- ◆ Acquiring letters of support

It is estimated that LSC's portion of Part B for three grant applications will take roughly 6 hours of Principal time and 100 hours of Planner time for a total cost of **\$12,900**.

### Site Visit

In an effort to more completely understand the need for the project, the Consultant Team will conduct an on-site visit of each of the three project locations. As part of these on-site visits, LSC will:

- Tour each project site
- Take photos
- Discuss project details in person with City/County staff

It is estimated that the site visit will take one full day of Planner time plus 4 hours for preparation or **\$2,000** and **\$320** in travel costs.

### Bicycle and Pedestrian Counts

Part B Question 2 of the ATP application requires that the number of users be determined for the entire project limits. It is the understanding of the Consultant that bicycle and pedestrian counts have not been conducted for the three project areas. ATP guidelines do not specify the manner in which counts should be conducted but the applicant must clearly explain the methodology used in determining the number of users for the project area. It is assumed that ICLTC will conduct counts for each project application.

**Maps**

This work scope assumes that the City/County/ICLTC will be responsible for any mapping activities associated with preparation of the applications. This includes a project location map, accident location map and project plans.

**Compiling Application Material**

The Consultant Team will be responsible for gathering all application materials from the City/County and submitting electronic and hard copies of the applications to Caltrans. The compilation and submittal process will take 15 hours of Planner time for a cost of **\$1,875**.

**Schedule**

The Consultant Team will prepare Part A and the narrative text portion of Part B in Microsoft Word format with supporting attachments in Adobe Acrobat format to ICLTC and the City of Bishop for review by July 27<sup>th</sup>. If requested, the Consultant will make any necessary changes to the narrative text resulting from the review of the Draft ATP applications. Final ATP applications will be submit to Caltrans by July 31<sup>st</sup>.

**Total Cost Estimate**

Total cost estimates for preparing three grant applications is \$19,145. LSC is willing to adjust the work scope as necessary to fit the needs of ICLTC. LSC Tahoe Standard Billing Rates for 2018 are attached for reference.



# County of Inyo



## Sheriff

### CONSENT - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Carma Roper

**SUBJECT:** Proposed Fiscal Year 2021 Homeland Security Grant Program (HSGP) Application and Resolution

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**RECOMMENDED ACTION:**

Request Board review the proposed Federal Fiscal Year 2021 Homeland Security Grant (HSGP) Application and, if deemed acceptable: A) approve the submittal of the application and authorize the County Administrator, as the designated Authorized Agent, to sign the grant application, as well as any and all accompanying documents, by approving the "Governing Board Resolution No. 2021-54;" and B) authorize the Chairperson to approve the resolution and sign the addendum letter.

**SUMMARY/JUSTIFICATION:**

The Department of Homeland Security is offering the FY2021 Homeland Security Grant Program (HSGP), to provide funding to build and sustain planning capabilities in support of the National Preparedness Goal and National Priorities. If awarded, these monies would be used to purchase equipment and provide training to strengthen the County's catastrophic planning capabilities.

In late 2005, the federal government resolved to streamline efforts for States and Urban Areas in obtaining resources that are critical to building and sustaining capabilities to achieve the Interim National Preparedness Goal and implement State and Urban Area Homeland Security Strategies. As a result, the Department of Homeland Security adopted a risk- and need-based approach to allocating future funding for certain programs within HSGP. Their aim is to allocate and apply these resources to generate the highest return on investment and, as a result, strengthen national preparedness in the most effective and efficient manner.

The State has informed each operational area of the amount that is available in grant monies; Inyo County has a potential allocation of \$93,278. The HSGP does not require a cash or in-kind match from the applicant. However, a requirement of the application process is for the governing body, the Board of Supervisors, to adopt a Resolution in support of applying for Homeland Security Grant monies.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to authorize the submittal of the 2021 Homeland Security Grant Program application, but this alternative is not recommended. Receiving these grant funds annually is important to support

the County's ability to build, sustain and deliver core capabilities that are necessary for maintaining a safe and resilient community. If the County does not apply for the 2021 HSGP, an alternative source of funding will need to be identified to sustain the County's current recurring emergency service projects.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

The 2021 HSGP grant application is for \$93,278 and requires no cost share or match. Upon State approval, Budget #623721 will be created. The Performance Period is September 1, 2021-May 31, 2024

**ATTACHMENTS:**

1. FY 2021 HSGP Governing Body Resolution (GBR) 2021- and Addendum to GBR
2. GBR - Addendum Letter 2021
3. FACE Sheet 2021

**APPROVALS:**

Carma Roper	Created/Initiated - 12/1/2021
Darcy Ellis	Approved - 12/1/2021
Carma Roper	Approved - 12/1/2021
Sue Dishion	Approved - 12/2/2021
John Vallejo	Approved - 12/2/2021
Amy Shepherd	Approved - 12/2/2021
Leslie Chapman	Approved - 12/3/2021
Jeffrey Hollowell	Final Approval - 12/3/2021

**Governing Body Resolution**  
**RESOLUTION 2021-**

BE IT RESOLVED BY THE \_\_\_\_\_ Board of Supervisors  
(Governing Body)

OF THE \_\_\_\_\_ County of Inyo \_\_\_\_\_ THAT  
(Name of Applicant)

\_\_\_\_\_, OR  
County Administrative Officer  
(Name or Title of Authorized Agent)

\_\_\_\_\_, OR  
Director of Emergency Services  
(Name or Title of Authorized Agent)

\_\_\_\_\_  
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subawarded through the State of California.

**2021 Homeland Security Grant Program**

Passed and approved this 14 day of December, 2021

***Certification***

I, \_\_\_\_\_ Darcy Ellis \_\_\_\_\_, duly appointed and  
(Name)

\_\_\_\_\_, Assistant Clerk \_\_\_\_\_ of the \_\_\_\_\_ Board of Supervisors \_\_\_\_\_  
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the \_\_\_\_\_ Board of Supervisors \_\_\_\_\_ of the \_\_\_\_\_ County of Inyo \_\_\_\_\_ on the  
(Governing Body) (Name of Applicant)

\_\_\_\_\_ 14 \_\_\_\_\_ day of \_\_\_\_\_ December \_\_\_\_\_, 2021

\_\_\_\_\_  
Assistant Clerk of the Board  
(Official Position)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

# Instruction Sheet for the Governing Body Resolution & Addendum to GBR

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## Purpose

The purpose of the Governing Body Resolution (GBR) is to appoint individuals to act on behalf of the governing body and the OA.

**Note:** Self Certifications are not accepted as a valid Governing Body Resolution. You cannot self certify that you are an authorized agent. Another Board member will need to sign the lower portion of the GBR.

---

## Authorized Agent(s)

The Governing Body Resolution allows for the appointment of individuals or positions. **For each person or position appointed by the governing body, you must submit the following information, with the resolution, to Cal OES on the applicant's letterhead:**

- |   |  |
|---|--|
| <input type="checkbox"/> Name                             | <input type="checkbox"/> Title               |
| <input type="checkbox"/> Jurisdiction                     | <input type="checkbox"/> E-Mail Address      |
| <input type="checkbox"/> Street Address (City & Zip Code) | <input type="checkbox"/> Phone & Fax Numbers |
- 

## Authorized Agent Changes

- If the Governing Body Resolution identified Authorized Agents by position and/or title, changes can be made by submitting new Authorized Agent information to Cal OES, as indicated above.
- If the Governing Body Resolution identified Authorized Agents by name, a new Resolution is needed when any changes are made. The information list above must also be submitted with the new Resolution.





# BOARD OF SUPERVISORS COUNTY OF INYO

P. O. DRAWER N • INDEPENDENCE, CALIFORNIA 93526  
TELEPHONE (760) 878-0373  
email: dellis@inyocounty.us



December 14, 2021

California Office of Emergency Services  
Homeland Security Grant Program  
3650 Schriever Avenue  
Mather, CA 95655

On December 14, 2021, the Inyo County Board of Supervisors resolved that the County Administrative Officer/Director of Emergency Services was authorized to execute for and on behalf of the County of Inyo any actions necessary for the purpose of obtaining federal financial assistance provided by the Federal Department of Homeland Security and subawarded through the State of California.

Inyo County's Administrative Officer is also the designated Director of Emergency Services. Ms. Leslie Chapman serves in both of these capacities. Her information is as follows:

Leslie Chapman  
County of Inyo Administrative Officer  
Director of Emergency Services  
224 N. Edwards Street  
P.O. Drawer N (use as mailing address)  
Independence, CA 93526  
[lchapman@inyocounty.us](mailto:lchapman@inyocounty.us)  
(760) 878-0292-phone  
(760) 878-0465-FAX

Sincerely,

Jeff Griffiths  
Chairperson, Board of Supervisors

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

(Cal OES Use Only)

Cal OES #	FIPS #	VS#	Subaward #
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
GRANT SUBAWARD FACE SHEET**

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

**1. Subrecipient:** County of Inyo **1a. DUNS#:** 010706687

**2. Implementing Agency:** Inyo County Sheriff's Office **2a. DUNS#:** 010706687

**3. Implementing Agency Address:** BO Box S Independence 93526-0613  
(Street) (City) (Zip+4)

**4. Location of Project:** Independence Inyo 93526-0613  
(City) (County) (Zip+4)

**5. Disaster/Program Title:** Homeland Security Program **6. Performance Period:** 09/01/2021 **to** 05/31/2024  
(Start Date) (End Date)

**7. Indirect Cost Rate:** N/A **Federally Approved ICR (if applicable):** \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	Select	Select		\$93,278				\$0	\$93,278
9.	Select	Select						\$0	\$0
10.	Select	Select						\$0	\$0
11.	Select	Select						\$0	\$0
12.	Select	Select						\$0	\$0
<b>Total</b>	<b>Project</b>	<b>Cost</b>	\$0	\$93,278		\$93,278	\$0	\$0	\$0

**13. Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

**14. CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Leslie Chapman Title: CAO-Director of Emergency Services

Payment Mailing Address: PO Drawer N City: Independence Zip Code+4: 93526-0613

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**16. Federal Employer ID Number:** 95-6005445

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

\_\_\_\_\_  
 (Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)



# County of Inyo



## County Administrator - Emergency Services

### DEPARTMENTAL - NO ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Kelley Williams

**SUBJECT:** Workshop to discuss local Fire Safe Councils regional correspondence letter to Inyo and Mono Boards of Supervisors

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**RECOMMENDED ACTION:**

Request Board: A) conduct a workshop with members from local Fire Safe Councils to discuss their recent letter to the Board requesting continued support in furthering fire safe policies, management and advocacy; and B) provide any follow-up direction to staff as necessary.

**SUMMARY/JUSTIFICATION:**

On October 26, 2021, your Board received a letter of correspondence from a group of seven fire safe councils from Inyo and Mono Counties. The group had collaborated regionally to submit a letter of concern about wildfire activity in and around their communities. The letter also stated they were seeking the Board's support and cooperation in achieving the objectives they had identified in the letter..

The letter was placed on the Inyo County Board of Supervisors November 16, 2021 board agenda as a "Correspondence" item. When the letter of correspondence was acknowledged during the Board meeting, your Board requested that this item be brought back as a workshop to allow for additional discussion, providing the local fire safe councils with an opportunity to speak about their concerns, and the objectives identified in their October 26, 2021 letter.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

**OTHER AGENCY INVOLVEMENT:**

Inyo and Mono Local Fire Safe Councils, Local Volunteer Fire Departments, USFS, BLM, LADWP, Local Tribes.

**FINANCING:**

N/A

**ATTACHMENTS:**

1. Regional Fire Safe Council Board Letter 2021.10.26

**APPROVALS:**

Kelley Williams

Darcy Ellis

Kelley Williams

John Vallejo

Leslie Chapman

Created/Initiated - 11/17/2021

Approved - 11/18/2021

Approved - 11/18/2021

Approved - 11/18/2021

Final Approval - 12/9/2021

October 26, 2021

Dear Inyo and Mono County Supervisors:

We are a group of seven fire safe councils in Inyo and Mono Counties that has collaborated to bring this letter before your Boards in response to concerns about wildfire activity in and around our communities. We acknowledge and appreciate the attention paid to wildfire issues to date by the counties, including the recent enactment of fire restrictions, and would like to see further action.

Drought and extremely dry conditions in the Eastern Sierra have drastically increased the danger from wildfires over the last decade. The Tamarack Fire and Mountain View Fire are recent tragic examples. This heightened wildfire risk has prompted fire safe councils in the Eastern Sierra to join efforts in addressing this growing problem. We are looking to you, as our elected officials charged with the health and safety of the communities in each of your respected jurisdictions of Inyo and Mono Counties, to continue to assist in furthering fire safe policies, management, and advocacy.

The region's fire safe councils are seeking your help and cooperation to achieve the following objectives:

- 1) Inform and educate the public about current fire restrictions and wildfire risks and provide information on what the public can do to reduce fire risk in their communities and on public lands in the Eastern Sierra. The region's fire safe councils are ready to partner with local governments to provide information and projects to communities that raise awareness of fire safe practices and strategies.
- 2) Work with federal land managers to define and impose fire restrictions based on risk and fire conditions in specific, localized areas, instead of basing restrictions and warnings on general conditions over the entire Eastern Sierra. The large variations seen in the Eastern Sierra landscape make a more localized approach to assessing fire risks far more effective.
- 3) Collaborate with federal land managers and the Los Angeles Department of Water and Power to reduce the risk of human-caused wildfires, focusing special attention on the increased wildfire risk that has arisen with the increase in the number of dispersed campers in the Eastern Sierra. We ask that Supervisors pay particular attention to the wildlands immediately adjacent to our communities. This concern is being addressed by the Eastern Sierra Dispersed Camping Collaborative initiated by Mono County Supervisor Bob Gardner. The "Camp Like a Pro" campaign should continue to receive your support and should be expanded to include specific information and content about Inyo and Alpine Counties. Expanding the program to include signage at locations used by dispersed campers would be a logical next step.

These suggestions were generated over time as the region's fire safe councils interacted with concerned residents and through collaborative meetings with the Regional Forest and Fire Capacity Program and other fire safe councils in the region and across the state.

There are ten fire safe councils within the Eastern Sierra, representing Alpine County, Twin Lakes, Mono Basin, June Lake, Mammoth Lakes, Swall Meadows, 40 Acres, Wilkerson, Independence, and Lone Pine. A fire safe council is a volunteer community-based organization established to support and/or create programs and projects that will help create a fire-safe community.

The fire safe councils in the region have used several strategies to foster this goal: 1) promoting awareness of fire safe practices by providing information at community events, via social media, and using the news media and mailings; 2) enhancing the effectiveness of wildland fire fighting before a fire by supporting and implementing fuel-reduction projects; 3) seeking grants and other funds to aid in community fire safe projects and fire awareness activities; and 4) assisting in the creation of Community Wildfire Protection Plans.

We appreciate your consideration and will continue to work in our communities and with you, other agencies, local governments, and federal land managers to create fire safe communities and landscapes in the Eastern Sierra.

Sincerely,

Mono Basin Fire Safe Council

Mammoth Lakes Fire Safe Council

Wheeler Crest Fire Safe Council

40 Acres Fire Safe Council

Wilkerson Fire Safe Council

Independence Fire Safe Council

Lone Pine Fire Safe Council

Holly Alpert, Regional Forest and Fire Capacity Program

[holly.easterncaliforniawater@gmail.com](mailto:holly.easterncaliforniawater@gmail.com), 760-709-2212

cc: Lesley Yen, Supervisor, Inyo National Forest

Steve Nelson, Field Manager, Bureau of Land Management – Bishop Field Office



# County of Inyo



## County Administrator

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Leslie Chapman, Denelle Carrington

**SUBJECT:** American Rescue Plan Act (ARPA) Funds

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**RECOMMENDED ACTION:**

Request Board hear a presentation regarding the American Rescue Plan Act funds allocated to Inyo County and discuss potential uses of the funding.

**SUMMARY/JUSTIFICATION:**

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021. Inyo County's allocation is \$3,503,864 and the first tranche in the amount of \$1,751,932 was received on May 20, 2021. The second tranche of \$1,751,932 should be received by May 20, 2022. The funding eligibility period is March 3, 2021 through December 31, 2024.

The purpose of these funds is to provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

The purpose of this agenda request is to work with the Board to prioritize and designate projects to be completed with this funding. There are several expenditure categories available:

- Negative Economic Impacts
- Housing
- Water, Sewer, and broadband infrastructure
- Revenue Replacement
- Premium Pay for Essential Workers

Earlier this year, your Board approved the Fiscal Year 2021-2022 Inyo County Budget, which included a budget of \$1,751,932 to fund projects designated by your Board. Funding was included for projects to be started, but no designated projects are listed as your Board will need to identify the specific projects. Once your Board identifies the projects, staff will be able to move forward.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

**OTHER AGENCY INVOLVEMENT:**

US Department of Treasury

**FINANCING:**

Projects will be funded in the American Rescue Plan Act Budget #650200 based on the priorities of the Board.

**ATTACHMENTS:**

**APPROVALS:**

Denelle Carrington	Created/Initiated - 10/28/2021
Darcy Ellis	Approved - 10/28/2021
Denelle Carrington	Approved - 10/28/2021
Leslie Chapman	Approved - 12/9/2021
Marshall Rudolph	Approved - 12/9/2021
Amy Shepherd	Final Approval - 12/9/2021





# County of Inyo



## Public Works

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Ashley Helms

**SUBJECT:** Ordinance concerning parking fees at the Bishop Airport

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#### RECOMMENDED ACTION:

Request Board waive further reading of proposed Ordinance 1277 titled, "An Ordinance of the Board of Supervisors, County of Inyo, State of California, Repealing Certain Portions of Ordinance No. 1167 (2011) and Setting Rates for Vehicle Parking at the Bishop Airport," and schedule enactment for Tuesday, September 21, 2021 in the Board of Supervisors Chambers, County Administrative Center, Independence.

#### SUMMARY/JUSTIFICATION:

Ordinance 1167, which was passed in 2011, set the rates for hangar rent, tie-down fees and parking fees at Inyo County airports. The pricing structure for hangar and tie-down fees included an annual increase of 3%. The vehicle parking fees were set as follows, with no stipulated increases: Thirty dollars (\$30) per month for automobiles, pickups, and other vehicles twenty (20) feet or less in length, and forty-five dollars (\$45) per month for any vehicle or trailer exceeding twenty (20) feet in length. All vehicles must have current vehicle registration.

Given the upcoming start of commercial air service at the Bishop Airport, which will lead to an increased demand for short-term and long-term parking, the Airport would like to increase the long-term parking rates to be consistent with other area parking options - such as the Tri-County Fairgrounds. To achieve this, Public Works is first asking your Board to repeal the outdated rates found in the 2011 ordinance. Then, to make it easier to update parking rates in the future, Public Works is asking your Board to authorize the Department to set fees by resolution, rather than by ordinance.

Before your Board today is only the ordinance repealing Ordinance 1167 and authorizing the setting of fees via resolution. The resolution setting the new fees is not before your Board today, as this resolution cannot be passed until today's ordinance goes into effect, which will not be until 30 days after its adoption. Thus, Public Works will return to your Board with the resolution setting fees once today's ordinance is in effect.

However, so that your Board understands what the new parking fees will be, should your Board approve this resolution, Public Works plans to bring a resolution to your Board with the following proposed fees:

- \$50 per month for automobiles, pickups, and other vehicles twenty feet or less in length
- \$75 per month for any vehicle or trailer exceeding twenty feet in length
- \$6 per 24 hours for automobiles, pickups, and other vehicles twenty feet or less in length

- \$12 per 24 hours for any vehicle or trailer exceeding twenty feet in length

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to make any changes to the parking fee schedule at the Bishop Airport.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

Revenue from short-term and long-term parking at the Bishop Airport remains in the Bishop Airport Operating Budget, and will be used to fund Airport operations and upcoming improvements to the parking area.

**ATTACHMENTS:**

1. Airport Parking Ordinance
2. Ordinance 1167

**APPROVALS:**

Ashley Helms  
Ashley Helms  
Darcy Ellis  
John Vallejo  
Michael Errante

Created/Initiated - 12/7/2021  
Approved - 12/7/2021  
Approved - 12/7/2021  
Approved - 12/8/2021  
Final Approval - 12/9/2021

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

**AN ORDINANCE OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF INYO, STATE OF CALIFORNIA,  
REPEALING CERTAIN PORTIONS OF ORDINANCE NO. 1167 (2011)  
AND SETTING RATES FOR VEHICLE PARKING AT THE BISHOP AIRPORT**

The Board of Supervisors of Inyo County ordains as follows:

**SECTION ONE. PURPOSE.**

The purpose of this Ordinance is to repeal Section IV(B) of Ordinance No. 1167 (2011) and to create a new fee structure for off-street parking fees to be charged at the Bishop Airport.

**SECTION TWO. AUTHORITY.**

This Ordinance is enacted pursuant to the general police power granted to the Inyo County Board of Supervisors. This ordinance is not subject to the limitations or rules found in Article XIII(C) of the California Constitution as it pertains to a charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.

**SECTION THREE. MODIFICATIONS TO ORDINANCE NO. 1167.**

Section IV(B) of Ordinance No. 1167 (2011) is hereby repealed in its entirety.

**SECTION FOUR. PARKING FEES AT THE BISHOP AIRPORT**

The amount to be charged by the County of Inyo for the use of the designated off-street parking areas controlled by the County at County operated airports shall be set by resolution of the Board of Supervisors.

**SECTION FIVE. SEVERABILITY.**

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Ordinance would be subsequently declared invalid or unconstitutional.

**SECTION SIX. CEQA COMPLIANCE.**

This ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and Section 15060(c)(3) (the activity is not a project as defined in Section 15378 of the CEQA Guidelines, because it has no potential for resulting in physical change to the environment, directly or indirectly.)

SECTION SEVEN. 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 hereof, this ordinance shall be published as required by Government Code Section 25124. The Clerk of the Board is hereby instructed and ordered to so publish this ordinance together with the names of the Board members voting for or against the same.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of December, 2021, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

\_\_\_\_\_  
JEFF GRIFFITHS, Chairperson  
Inyo County Board of Supervisors

ATTEST: Leslie Chapman  
Clerk of the Board

By: \_\_\_\_\_  
Darcy Ellis, Assistant  
Assistant Clerk of the Board

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisor of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 20<sup>th</sup> day of *September*, 2011 an order was duly made and entered as follows:

Ord. 1167 Airport Hanger Rents & Tie Down & Parking Fees	Staff confirmed that the ordinance being considered will increase the hanger rents at the Eastern Sierra Regional Airport to \$150 per month and will leave the hanger rents at the Independence Airport at \$130, with the 3% escalator on those rents becoming effective in January of 2013. On a motion by Supervisor Cervantes and a second by Supervisor Fortney, Ordinance 1167 titled "An Ordinance of the Board of Supervisors of the County of Inyo, State of California, Repealing Inyo County Ordinance No. 1092 and Increasing Hangar Rent and Tie-Down Fees and Parking Fees at County Airports," was enacted: motion carried on a three-to-one vote with Supervisors Pucci, Fortney and Cervantes voting yes, and with Supervisors Arcularius and Cash voting no.
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WITNESS my hand and the seal of said Board this 20<sup>th</sup>

Day of September 2011



KEVIN D. CARUNCHIO  
Clerk of the Board of Supervisors

By:

*Patricia Gunsolley*  
Patricia Gunsolley, Assistant

<p>Routing</p> <p>CC _____</p> <p>Purchasing _____</p> <p>Personnel _____</p> <p>Auditor _____</p> <p>CAO _____</p> <p>Other: <del>PW</del> - Ordin. List _____</p> <p>DATE: September 28, 2011</p>
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**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO, STATE OF CALIFORNIA, REPEALING INYO COUNTY ORDINANCE NO. 1092 AND INCREASING HANGAR RENT AND TIE-DOWN FEES AND PARKING FEES AT COUNTY AIRPORTS**

The Board of Supervisors of the County of Inyo ordains as follows:

**SECTION I. FINDINGS/PURPOSE.**

In enacting this Ordinance this Board finds that the cost to the County of providing various aviation-related services and facilities at the County Airports exceeds the revenue generated by the fees that the County currently charges for the provision of those services and facilities; that it is in the public interest, and the purpose of this Ordinance, for those fees, to the extent reasonable, to be in amounts sufficient to defray the County's cost of providing those services and facilities; and that, based on a study of the direct and authorized indirect costs to the County of operating and maintaining County Airports, the fees established herein do not exceed the reasonable cost to the County of providing the services or facilities to which they apply.

**SECTION II. AUTHORITY.**

This Ordinance is enacted pursuant to the authority given this Board of Supervisors by Government Code §50474 which, among other things, permits a county to establish fees and rents for the use of its airport facilities, and by Government Code Section §66018 which, in the absence of a more specific statute, provides the procedure for adopting and revising such fees and rents.

**SECTION III. REPEALS.**

On the effective date of this Ordinance, Inyo County Ordinance No. 1092, increasing hangar rent at the Bishop and Independence Airports and increasing off-street parking fees at the County operated airports, and any other Inyo County Ordinance or resolution that establishes airport-related fees for County Airports inconsistent with those established herein, are repealed.

**SECTION IV. HANGAR RENTAL/TIE-DOWN/AUTOMOBILE PARKING FEES AMOUNTS.**

- A. The amount to be charged by the County of Inyo for use of an airplane hangar at the Eastern Sierra Regional Airport is and shall be One Hundred Fifty Dollars (\$150) per month effective 30 days from the adoption of this ordinance. The amount to be charged by the County of Inyo for use of an airplane hangar at other County operated airports is and shall be \$130.00 per month effective 30 days from the adoption of this ordinance. Commencing January 1, 2013 and at the beginning of each succeeding calendar year the rent shall increase 3%. The revised rates will be rounded to the nearest whole dollar.
- B. The amount to be charged by the County of Inyo for use of the designated off-street parking areas at County operated airports is and shall be Thirty Dollars (\$30) per month for automobiles, pickups, and other vehicles twenty (20) feet or less in length, and Forty-Five Dollars (\$45) per month for any vehicles or trailer exceeding twenty (20) feet in length. All vehicles must have current vehicle registration.

C. The amount to be charged by the County of Inyo for the use of the aircraft tie-downs at County operated airports is and shall be as follows:

1. Single-engine aircraft:
  - a. \$10.00 per night (free with 24 gallon fuel purchase)
  - b. \$35.00 per week
  - c. \$60.00 per month
2. Twin-engine 100LL aircraft and small helicopter:
  - a. \$15.00 per night (free with 45 gallon fuel purchase)
  - b. \$50.00 per week
  - c. \$75.00 per month
3. Twin-engine turbine aircraft and medium helicopter:
  - a. \$25.00 per night (free with 60 gallon fuel purchase)
  - b. \$100.00 per week
  - c. \$200.00 per month
4. Jet aircraft and heavy lift helicopter:
  - a. \$25.00 per night (free with 75 gallon fuel purchase)
  - b. \$100.00 per week
  - c. \$200.00 per month

Commencing January 1, 2013 and at the beginning of each succeeding year the tie-down rates shall increase 3%. The revised rates will be rounded to the nearest whole dollar.

**SECTION V. 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 hereof, this Ordinance shall be published as required by Government Code Section 25124. The Clerk of the Board is hereby instructed and ordered to so publish this Ordinance together with the names of the Board members voting for and against same.

PASSED AND ADOPTED this 20th day of September, 2011 by the following vote:

AYES: Supervisors Pucci, Fortney and Cervantes  
NOES: Supervisors Cash and Arcularius  
ABSTAIN: -0-  
ABSENT: -0-

  
\_\_\_\_\_  
Susan Cash, Chair  
Inyo County Board of Supervisors

ATTEST:  
Kevin Garunchio, Clerk of the Board

By   
\_\_\_\_\_  
Patricia Gunsolley, Assistant Clerk of the Board



# County of Inyo



## Clerk of the Board

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Darcy Ellis

**SUBJECT:** Tecopa Cemetery Board Resolution

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**RECOMMENDED ACTION:**

Request Board approve Resolution No. 2021-55, titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California, Stating Its Intent to Become the Governing Board of the Tecopa Cemetery District," and authorize the Chairperson to sign.

**SUMMARY/JUSTIFICATION:**

On October 19, 2021, your Board discussed issues related to the Board of Trustees of the Tecopa Cemetery District. Specifically, your Board discussed the fact that there was currently no functional Board for this District and that recruitment efforts to find individuals to fill the Board proved unsuccessful. While two individuals expressed interest in joining the District board, two people would not be enough to form a quorum and allow the District to conduct any business.

County Counsel suggested that, given the inability to form a quorum of District board members, the County Board of Supervisors could exercise the power found in Gov't Code 9026, which allows a County Board of Supervisors to appoint itself as the governing board of a Cemetery District. The process to exercise the power found in section 9026 is as follows:

1. The Board of Supervisors passes a resolution declaring its intent to become the governing board of the District.
2. No more than 60 days after passing the resolution, the Board of Supervisors holds a noticed hearing to discuss becoming the governing board of the District. At this hearing, voters in the District can submit protests. If the number of protests exceeds 10% of the registered voters in the District, the Board must vote by a 4/5 majority and make special findings to become the governing board of the District. If the protests do not exceed 10% of the registered voters in the District, the Board can vote by a simple 3/5 majority with no special findings to become the governing board.

Currently, the plan is that, if the Board of Supervisors becomes the governing board of the District, the Board of Supervisors will take action to reduce the number of board members on the District board to three, appoint the two interested individuals to the District board, and then turn control back over to the District board. Reducing the District board to three people will allow the District to form a quorum with only the two individuals who expressed interest.



Therefore, before your Board today is a resolution to complete step one of the process outlined above. If your Board chooses to pass the resolution, the hearing in step two will be scheduled for January 11, 2022.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to pass this resolution. This is not recommended, as other avenues to create a operational board for the Tecopa Cemetery District have proved unsuccessful.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

**ATTACHMENTS:**

1. Tecopa Cemetery District Resolution

**APPROVALS:**

Grace Chuchla	Created/Initiated - 11/29/2021
Darcy Ellis	Approved - 11/30/2021
John Vallejo	Approved - 11/30/2021
Amy Shepherd	Approved - 12/1/2021
Leslie Chapman	Final Approval - 12/1/2021

**RESOLUTION NO. 2021 - \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS,  
COUNTY OF INYO, STATE OF CALIFORNIA,  
STATING ITS INTENT TO BECOME THE GOVERNING BOARD OF THE TECOPA  
CEMETERY DISTRICT**

**WEREAS**, the Tecopa Cemetery District (“the District”) is a cemetery district organized pursuant to Cal. Health & Safety Code section 9000, *et seq.*;

**WHEREAS**, for many years, the District has been without a governing board due to the resignation of past board members and an insufficient number of individuals who are interested in joining the Board;

**WHEREAS**, recent efforts to recruit individuals to serve on the District’s Board have yielded only two interested applicants, which is an insufficient number for the District Board to form a quorum;

**WHEREAS**, without a quorum, the District cannot conduct any business;

**WHEREAS**, Health & Safety Code section 9026 provide the Inyo County Board of Supervisors with the power to declare itself the governing board of any cemetery district within the County;

**WHEREAS**, following the passage of this resolution, the County Board of Supervisors will hold a noticed hearing pursuant to section 9026(c) to receive public comment and/or protest on the issue of the County Board of Supervisors becoming the governing board of the District.

**NOW THEREFORE BE IT RESOLVED:**

1. That the Inyo County Board of Supervisors declares its intent to become the governing board of the Tecopa Cemetery District.
2. That a hearing will be held before the County Board of Supervisors within 60 days of the passage of this resolution to receive public comment and/or protest regarding the County Board of Supervisors becoming the governing board of the Tecopa Cemetery District.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of December 2021, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

\_\_\_\_\_  
JEFF GRIFFITHS, Chairperson  
Inyo County Board of Supervisors

ATTEST: Leslie Chapman  
Clerk of the Board

By: \_\_\_\_\_  
Darcy Ellis, Assistant  
Assistant Clerk of the Board



# County of Inyo



## County Counsel

### TIMED ITEMS - ACTION REQUIRED

**MEETING:** December 14, 2021

**FROM:** Grace Chuchla

**SUBJECT:** Final redistricting hearing

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#### RECOMMENDED ACTION:

**11:05 a.m. - County Counsel** - Request Board: A) conduct a noticed hearing as part of the 2021 redistricting process; and B) approve Resolution No. 2021-56, titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California, Setting the Boundaries of the Supervisorial Districts Following the 2020 Census," and authorize the Chairperson to sign.

#### SUMMARY/JUSTIFICATION:

This is the final hearing in the redistricting process, and before the Inyo County Redistricting Commission is a resolution to adopt one of the many draft maps that have been presented to the Commission. Per Elections Code 21508(d)(1), all of these maps have been posted online for at least three business days. This staff report is broken down into three parts. First, there is a summary of the legal rules to keep in mind when considering which map to adopt as a final map. Second, there is an analysis of each draft map that contains recommendations from legal counsel and staff. Third, there is a discussion of the resolution that the Commission will need to adopt at the end of this hearing to choose a final map.

#### I. LEGAL RULES REGARDING DRAFT MAPS

The legal rules that the Commission and public should keep in mind when assessing (and voting on) the draft maps include:

**Compliance with the Equal Protection Clause.** The Equal Protection Clause of the federal Constitution requires three things in the redistricting context. First, it requires that counties respect the "one person, one vote" rule by making the districts as close to equal in population as possible. Recognizing that exact numeric equality is impossible, numerous Supreme Court cases have explained that a 10% deviation between the smallest and the largest district is "close enough" to comply with the "one person, one vote" rule. However, it is not necessarily true that all maps that are below 10% deviation are created equal. From an equal protection perspective, the lower the deviation, the better the map. Second, the Equal Protection Clause and the federal Voting Rights Act prohibit a county from adopting a map that dilutes the voting power of a racial minority or that provides less opportunity for racial minorities to elect representatives of their choice. Third, the Equal Protection Clause prohibits drawing districts with race as the primary motivator for dividing the population *unless* the Voting Rights Act mandates such a consideration.

**Compliance with the Fair Maps Act.** In addition to setting out numerous procedural rules that a county must follow, the Fair Maps Act (Cal. Elections Code section 21500, et seq.) requires that the Commission take the following into account when choosing a final map:

1. Districts must be geographically contiguous.
2. Neighborhoods and communities of interest should be kept together.
3. Cities or census designated places should be kept together.
4. District boundaries should be easily identifiable and understandable and should follow natural boundaries.
5. Districts should encourage geographic compactness by not bypassing areas of nearby population in favor of more distant population.

Things that the Commission and the public should not take into account when assessing draft maps include:

1. Drawing districts with the intent to favor one political party over another
2. Drawing districts with the intent to protect an incumbent
3. Drawing districts with the intent to elect a certain candidate for office

## **II. SUMMARY OF DRAFT MAPS TO BE CONSIDERED BY THE COMMISSION**

All maps to be considered by the Commission are attached to this staff report. Zoomed in versions of the maps and race data regarding each map are available here: <https://www.inyocounty.us/redistricting-2021/draft-redistricting-maps>. The maps up for consideration, a brief description of each map, a legal analysis, and staff recommendations regarding each map are as follows:

**Option 1a, 1b, and 1c.** This option was eliminated by the Commission at the Dec. 7, 2021 hearing. Therefore, an analysis of this map is not included.

**Option 2.** This option was eliminated by the Commission at the Dec. 7, 2021 hearing. Therefore, an analysis of this map is not included.

**Option 3.** This map puts Independence in District 5 and leaves the Fort Independence Paiute Tribal lands in District 4. It also takes the population from the small communities located west and northwest of Bishop into District 4. District 1 is moved to the east and takes population from West Bishop and the non-City of Bishop population from District 2. The deviation for this map is 5.9%.

- Legal analysis - This map complies with all legal requirements.
- Staff recommendation - Option 3 has the second best deviation at 5.9%; however, it causes the most drastic changes to the existing Districts. Although this is not to be a factor in this decision process, public comment is overwhelmingly against big changes as people feel these changes affect communities of interest. This map is staff's #3 recommendation.

**Option 4.** This map grows District 5 by taking in Independence and the Ft. Independence Reservation. It grows District 4 by taking in the land up to the Mono County line to the east and west of Bishop. District 3 consists of West Bishop and part of Manor Market. District 2 consists of the City of Bishop. District 1 consists of all of the communities north and east of Highway 395 and west of Highway 6 (e.g. Meadowcreek, Mustang Mesa, etc.). The deviation for this map is 9.76%.

- Legal analysis - This map splits up the Manor Market neighborhood. Specifically, the southwest corner of that neighborhood is in District 4 while the rest of that neighborhood is in District 3. Per Election Code 21500(c)(2), "the geographic integrity of any local neighborhood or local community of interest shall be

respected in a manner that minimizes its division." This map therefore does not comply with section 21500(c)(2). However, section 21500 only mandates compliance with its requirements "to the extent practical." Therefore, the Commission could make findings that it is not practical to keep the Manor Market neighborhood intact if the Commission wants to adopt this map.

- Staff recommendation - Staff notes that there has been a large amount of public comment in support of this map. However, it is important to note that the vast majority of this public comment came in when this map looked very different than it looks today. Specifically, when most of the public comments in favor of this map were made, this map had a deviation of 17%, which is far above what is permissible. The map's proponent then made substantial edits to the map to bring it within the permissible deviation. It is within the Commission's discretion to decide how to weigh the public comment in support of this map given that the map was changed after most comment was received. If the Commission wishes to reconsider this map with the recent edits, factors to include are: the new deviation of this map is 9.76%, which is permissible, but very close to the 10% threshold. As described above, it also splits a compact neighborhood (community of interest). Due to these factors, this map is staff's #4 recommendation.

**Option 5.** This map creates one district that encompasses all tribal lands within Inyo County and various other blocks that were necessary to include to make the district contiguous and to get the population up to approximately 3792 (tribal lands only contain approximately 2500 people). The remaining 4 districts consist of: one district that's the City of Bishop; one district that contains Meadow Creek, Laws, the blocks east of Bishop, and the southern part of West Bishop; one district that contains Manor Market, McLaren, and the small communities west of Bishop up to the Mono County line; and one district that contains Big Pine, Independence, Lone Pine, and all other non-tribal south county communities. The deviation for this map is 9.1%.

- Legal analysis - Creating a district that contains all tribal land could be seen as a race-based decision. Drawing lines with race as the primary consideration is prohibited by the Equal Protection Clause, unless the Voting Rights Act mandates that the county draw such a district. To determine if the Voting Rights Act mandates race-based redistricting, the county must apply the three factors enumerated by the Supreme Court in *Thornburg v. Gingles*, 478 U.S. 30 (1986). These three factors are: 1) there must be a minority group that is "sufficiently large" to constitute a majority and sufficiently "geographically compact" to permit the creation of a "reasonably configured legislative district"; 2) the minority group must be "politically cohesive"; and 3) the white majority in the current district must "vote sufficiently as a bloc" to usually "defeat the minority's preferred candidate." The conditions in Inyo County likely do not allow the Commission to make findings that would satisfy these three factors. On factor #1, the County's Native American population, while sufficient to create a majority in one district, is not geographically compact. Rather, the Native American population is spread throughout the entire county, from Death Valley to Bishop. On factors #2 and #3, a review of past election data did not provide sufficient information to indicate block voting, either by a white majority or by the Native American population.
- Staff recommendations - Because this map is vulnerable to a legal challenge, staff does not recommend that the Commission adopt this map. Additionally, public comment regarding an all-tribal district appears to be fairly evenly split in favor and against such a district. One tribe (the Bishop Paiute Tribe) is in favor of such a district. Another tribe (the Lone Pine Paiute Shoshone Tribe) is against it. Additionally, three members of the public commented in favor of this map, and three commented against it.

**Option 6.** This map creates one district that takes in all tribal lands and other areas of cultural significance to the county's Native American population (e.g. the Tablelands, the Alabama Hills, and the dry Owens Lake). The other four districts consist of: one district containing the City of Bishop; one district containing Meadowcreek, Manor Market, and parts of West Bishop north of Hwy. 168; one district containing the Barlow Ln. and Bishop Creek neighborhoods and the community of Big Pine; and one district containing all other non-tribal land south of Big Pine. The deviation for this map is 9.68%.

- Legal analysis - Creating a district that contains all tribal land could be seen as a race-based decision. Drawing lines with race as the primary consideration is prohibited by the Equal Protection Clause, unless the Voting Rights

Act mandates that the county draw such a district. To determine if the Voting Rights Act mandates race-based redistricting, the county must apply the three factors enumerated by the Supreme Court in *Thornburg v. Gingles*, 478 U.S. 30 (1986). These three factors are: 1) there must be a minority group that is “sufficiently large” to constitute a majority and sufficiently “geographically compact” to permit the creation of a “reasonably configured legislative district”; 2) the minority group must be “politically cohesive”; and 3) the white majority in the current district must “vote sufficiently as a bloc” to usually “defeat the minority’s preferred candidate.” The conditions in Inyo County likely do not allow the Commission to make findings that would satisfy these three factors. On factor #1, the County’s Native American population, while sufficient to create a majority in one district, is not geographically compact. Rather, the Native American population is spread throughout the entire county, from Death Valley to Bishop. On factors #2 and #3, a review of past election data did not provide sufficient information to indicate block voting, either by a white majority or by the Native American population.

- Staff recommendations - Because this map is vulnerable to a legal challenge, staff does not recommend that the Commission adopt this map. Additionally, public comment regarding an all-tribal district appears to be fairly evenly split in favor and against such a district. One tribe (the Bishop Paiute Tribe) is in favor of such a district. Another tribe (the Lone Pine Paiute Shoshone Tribe) is against it. Additionally, three members of the public commented in favor of this map, and three commented against it.

**Option 7.** This map put Independence and the Fort Independence Reservation in District 5. District 4 grows north to take in some of West Bishop, the lands to the east of Bishop, and the small communities to the north of Bishop (e.g. 40 Acres and Rovana). District 2 contains the city of Bishop. District 1 consists of the communities along the Hwy. 168 corridor, Manor Market, and Meadowcreek. District 3 contains the Bishop Paiute Reservation and Barlow Ln. neighborhood.

- Legal analysis - This map complies with all legal requirements, but it is ever so slightly above the permissible deviation at 10.05%. This number is close enough to 10% to make this map legally permissible, but it is preferable to have as low a deviation as possible.
- Staff recommendations - Since this map is both: 1) just over the edge of the deviation threshold and 2) requires an odd wrap around of unpopulated blocks (west of Otney Road to Ed Powers Road) to add population to District 1, causing it to appear that it is bypassing areas of nearby population in favor of more distant population - staff is not recommending this map.

**Option 8a.** This proposal extends District 5 northwards to take in the community of Independence. The Ft. Independence Reservation remains in District 4. District 4 extends northwards to take in the non-City of Bishop blocks that previously were in District 2 and the blocks south of Manor Market and west of Barlow Ln. that previously were in District 3. District 1 has some small changes on its margins to better balance the population.

- Legal analysis - This map complies with all legal requirements.
- Staff recommendation - This map has a deviation of 5.5%, which is by far the best deviation of all the maps, and therefore the best representation of one person - one vote. It causes some amount of disruption to communities of interest in the West Bishop area, but much less than some of the other maps. Due to these factors, it best meets the requirements and is staff’s #1 recommendation.

**Option 8b.** This proposal extends District 5 northwards to take in the community of Independence. The Ft. Independence Reservation remains in District 4. District 4 extends northwards to take in the non-City of Bishop blocks that previously were in District 2 and the blocks south of Manor Market and west of Barlow Ln. that previously were in District 3. District 1 has some small changes on its margins to better balance the population.

- Legal analysis - This map complies with all legal requirements.
- Staff recommendation - this map has a deviation 7.1. This deviation is not as good as Option 8a, or 3, but it

disrupts the communities of interest in the West Bishop area less than 8a and far less than Option 3; therefore, this staff's #2 recommendation.

**Option 8c.** This option was eliminated by the Commission at the Dec. 7, 2021 hearing. Therefore, an analysis of this map is not included.

### **III. RESOLUTION ADOPTING A DRAFT MAP AS THE FINAL MAP**

After receiving public comment and deliberating, the Commission will need to pass the attached resolution to adopt one of the above-listed draft maps as the final map. To ensure that the above-listed maps are memorialized in a non-changeable format, listings of the GEOID20s for each census block that would be in each district of each draft map are attached to this staff report. Once the Commission chooses which map to adopt as the final map, the Commission will also need to make findings to justify the adoption of the map. Counsel will assist the Commission in formulating such findings at the hearing after the Commission chooses which map to adopt.

#### **BACKGROUND/HISTORY OF BOARD ACTIONS:**

#### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

#### **OTHER AGENCY INVOLVEMENT:**

#### **FINANCING:**

#### **ATTACHMENTS:**

1. Resolution Adopting Final Maps
2. Exhibit A - All Maps
3. Exhibit B - all GEOID20s

#### **APPROVALS:**

Grace Chuchla  
Darcy Ellis  
Grace Chuchla  
John Vallejo

Created/Initiated - 12/9/2021  
Approved - 12/9/2021  
Approved - 12/9/2021  
Final Approval - 12/9/2021



**RESOLUTION NO. 2021-\_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO,  
STATE OF CALIFORNIA ADOPTING NEW SUPERVISORIAL DISTRICT  
BOUNDARIES FOLLOWING THE 2020 FEDERAL CENSUS**

WHEREAS, pursuant to the Fair Maps Act (Elections Code § 21500, *et seq.*), following each federal decennial census, every county in the state of California must examine the boundaries of its supervisorial districts in light of the results of the census to ensure compliance with all state and federal laws; and

WHEREAS, the US Constitution and the federal Voting Rights Act (42 USC § 1973, *et seq.*) prohibit the drawing of district boundaries based on race, unless necessary to comply with the mandates of the Voting Rights Act; and

WHEREAS, on February 16, 2021, the Inyo County Board of Supervisors chose to exercise its power pursuant to Elections Code § 23001 to serve as the Redistricting Commission for Inyo County; and

WHEREAS, the Redistricting Commission held all public hearings as required by Elections Code 21507. Specifically, the Redistricting Commission held noticed public hearings on July 16, 2021, October 12, 2021; October 19, 2021 (two hearings on this day); November 2, 2021; November 9, 2021; November 16, 2021; December 7, 2021, and December 14, 2021. Staff and various members of the Commission also hosted informal town halls and instructional webinars; and

WHEREAS, all hearings were noticed as required by law, and informational postcards containing the dates and times for the final four hearings were mailed to all addresses within Inyo County; and

NOW THEREFORE, BE IT RESOLVED by the Inyo County Board of Supervisors that:

1. The five supervisorial districts, as set forth in the map attached as Exhibit A, are hereby adopted as the supervisorial districts of the County of Inyo. A listing of the GEOID20s of the each census block contained within each district is attached hereto as Exhibit B.
2. The five supervisorial districts, as set forth in the map attached as Exhibit A, shall be effective as the supervisorial districts of Inyo County upon the passage of this Resolution.
3. The five supervisorial districts, as set forth in the map attached as Exhibit A, comply with all state and federal laws related to the redistricting process.
4. The population distribution and deviation for the five supervisorial districts, as set forth in the map attached as Exhibit A, is as follows:

<b>District</b>	<b>Population</b>	<b>Difference from 3792</b>	<b>Percent Deviation</b>
1			

2			
3			
4			
5			
	18,963		

5. The total deviation for the five supervisorial districts, as set forth in the map attached as Exhibit A, is \_\_\_\_%.

**PASSED AND ADOPTED** this 14th day of December, 2021, by the following vote:

AYES: \_\_\_\_\_  
 NOES: \_\_\_\_\_  
 ABSTAIN: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_

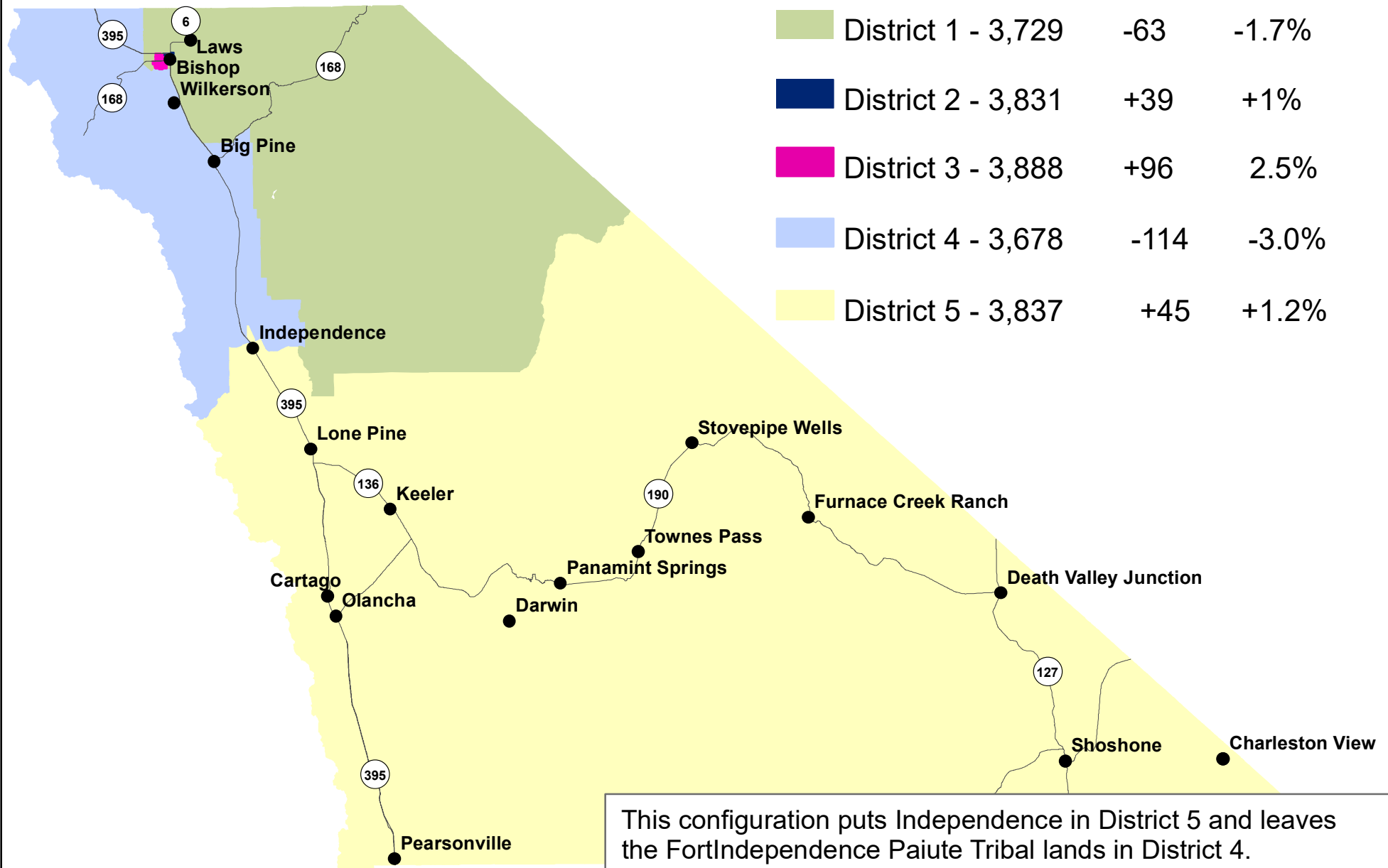
\_\_\_\_\_  
 Jeff Griffiths, Chairperson of the Inyo  
 County Board of Supervisors

ATTEST: Leslie Chapman  
 Clerk of the Board

By: \_\_\_\_\_  
 Assistant Clerk of the Board

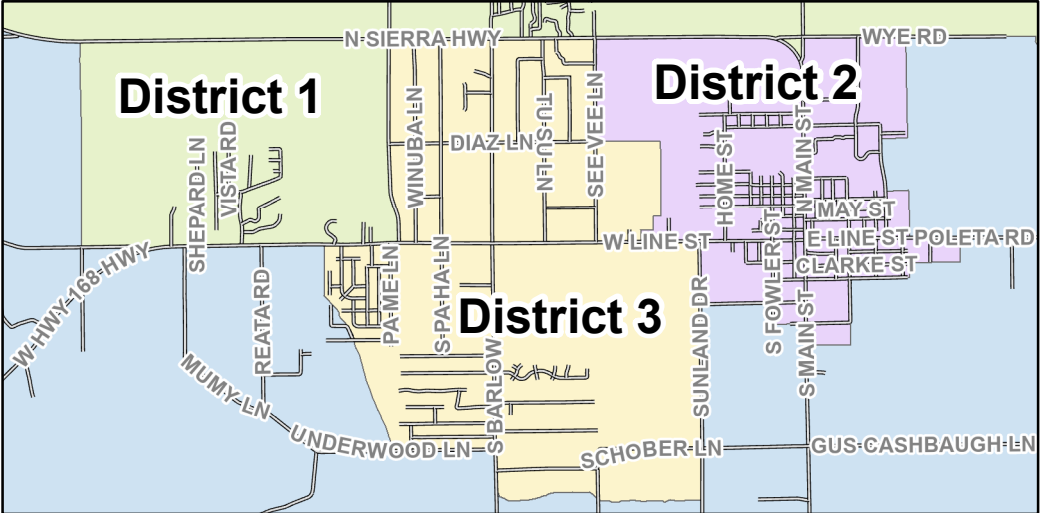
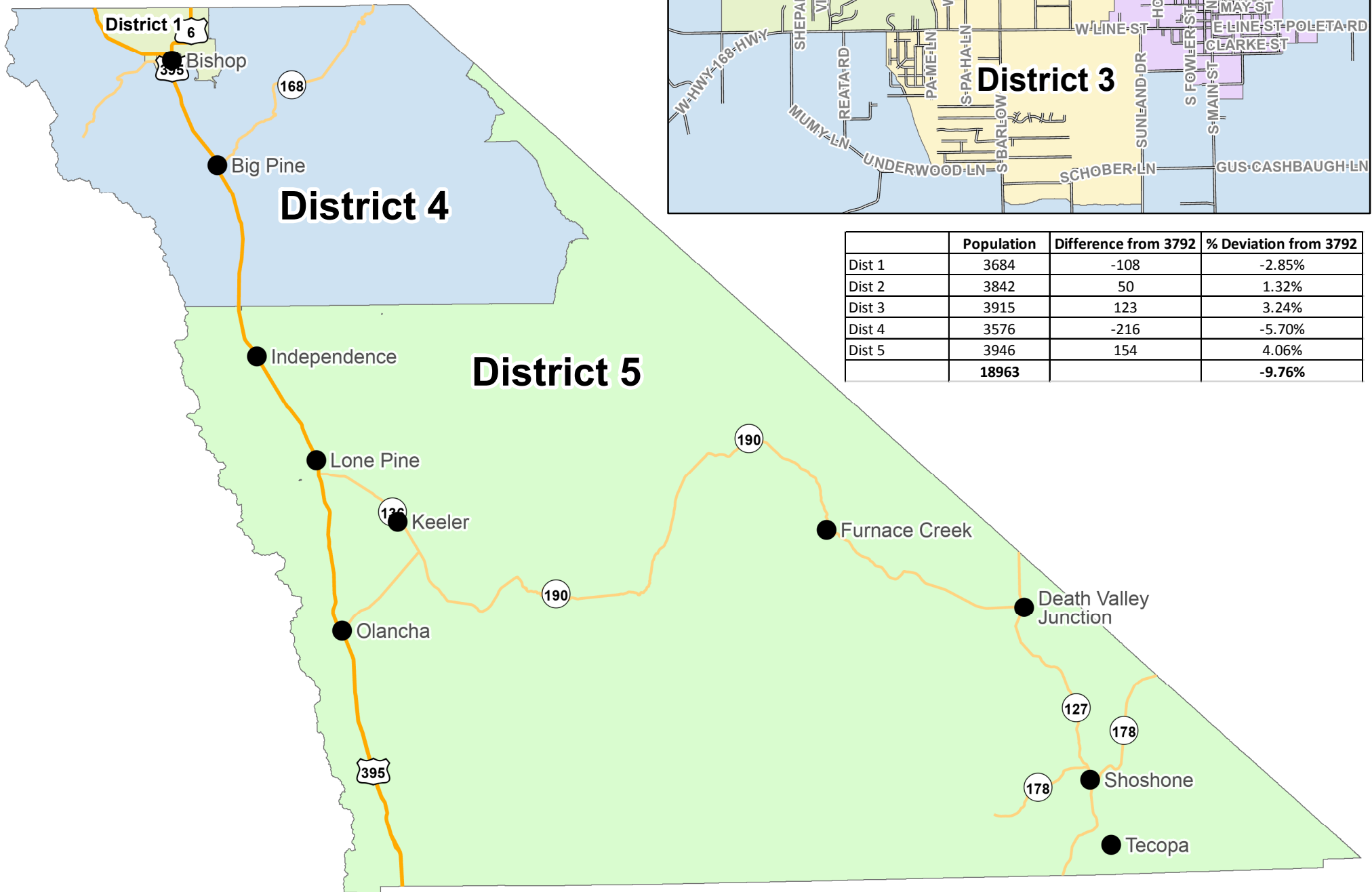
# Exhibit A

# Option 3








This configuration puts Independence in District 5 and leaves the FortIndependence Paiute Tribal lands in District 4. It also takes the population from the small communities located west and northwest of Bishop. District 1 is moved to the east and takes population from west Bishop and the non-City of Bishop population from District 2.

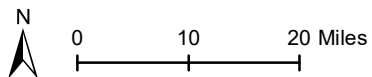
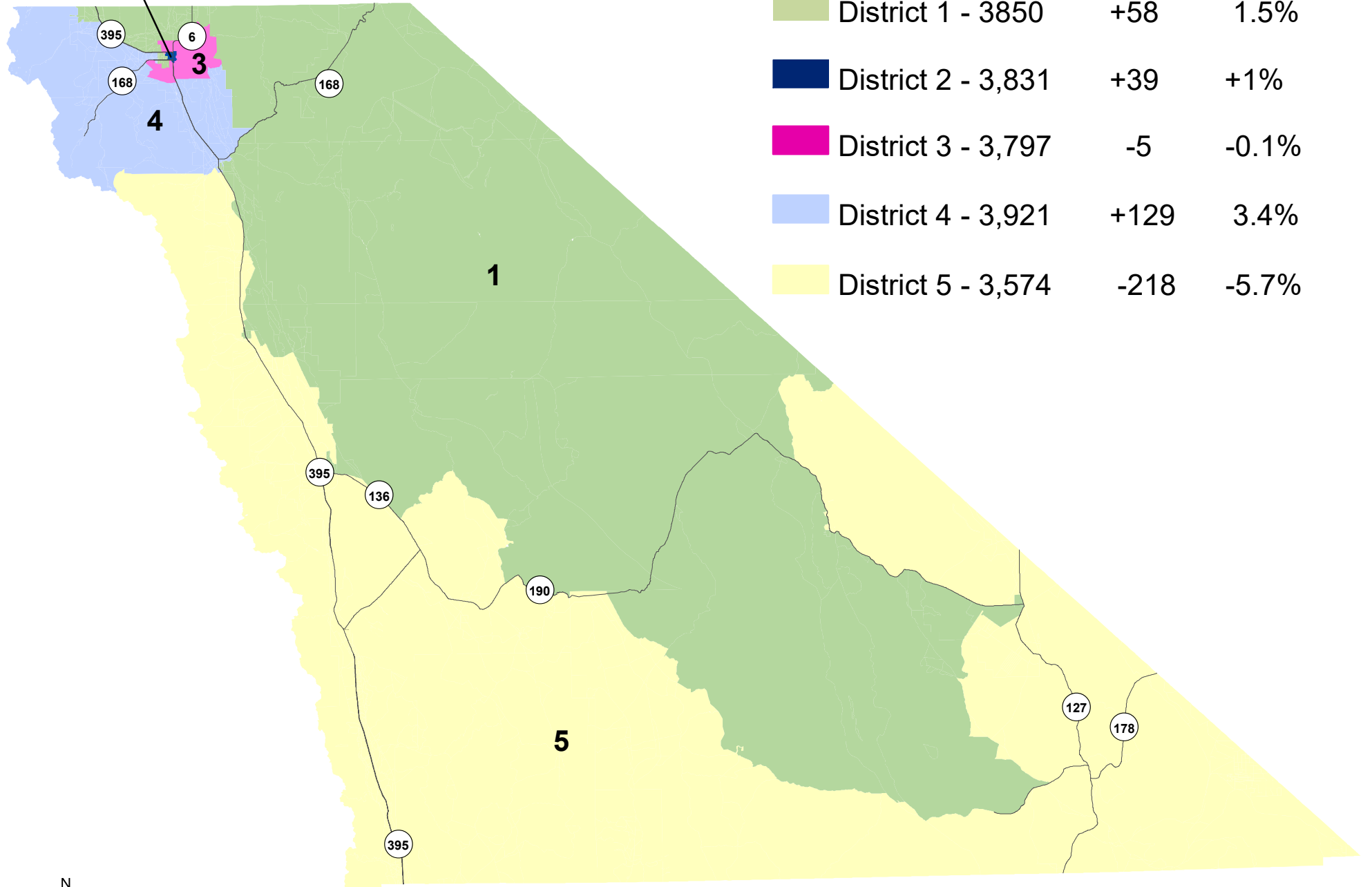
# Option 4



	Population	Difference from 3792	% Deviation from 3792
Dist 1	3684	-108	-2.85%
Dist 2	3842	50	1.32%
Dist 3	3915	123	3.24%
Dist 4	3576	-216	-5.70%
Dist 5	3946	154	4.06%
	<b>18963</b>		<b>-9.76%</b>

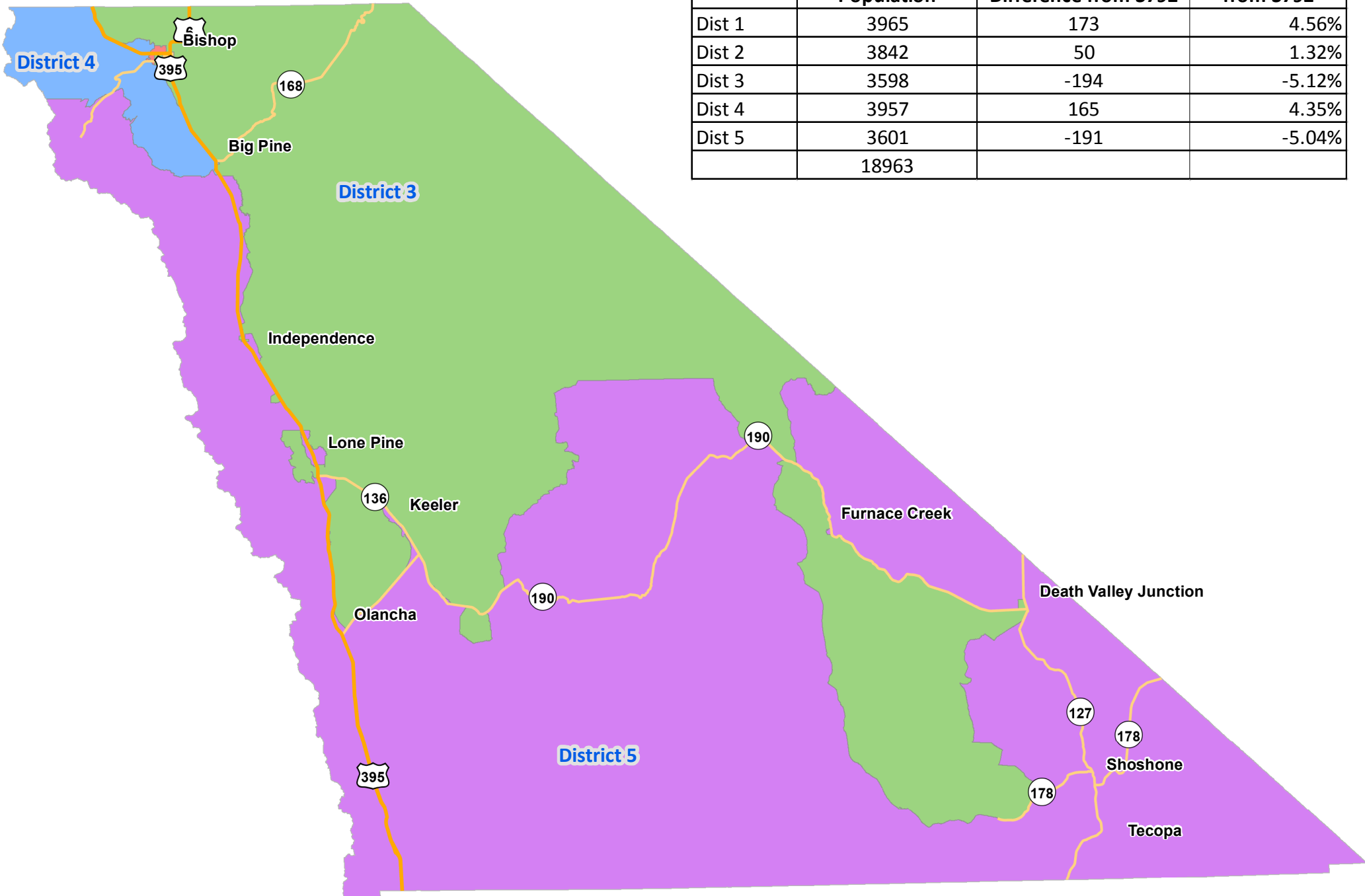
# Option 5

POP	DIFF (3,792)	Deviation
 District 1 - 3,850	+58	1.5%
 District 2 - 3,831	+39	+1%
 District 3 - 3,797	-5	-0.1%
 District 4 - 3,921	+129	3.4%
 District 5 - 3,574	-218	-5.7%

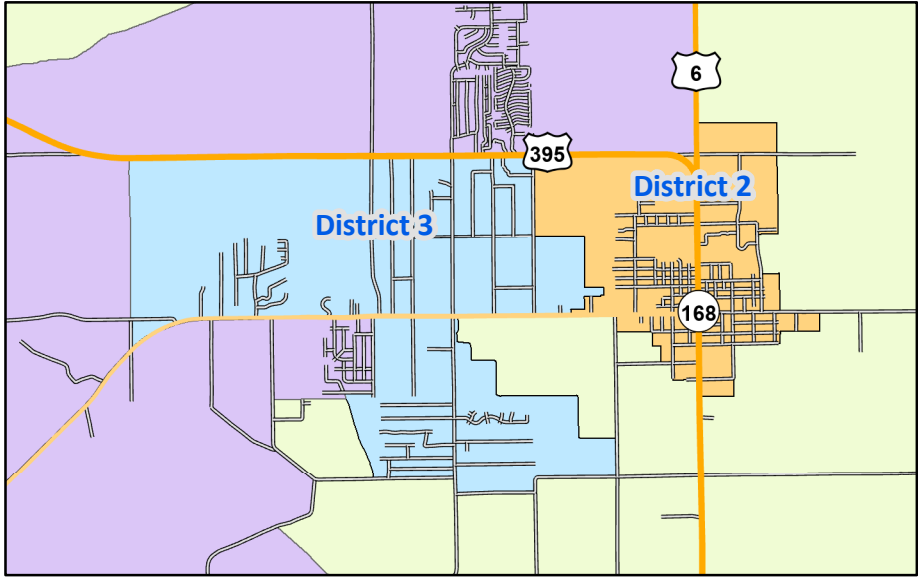
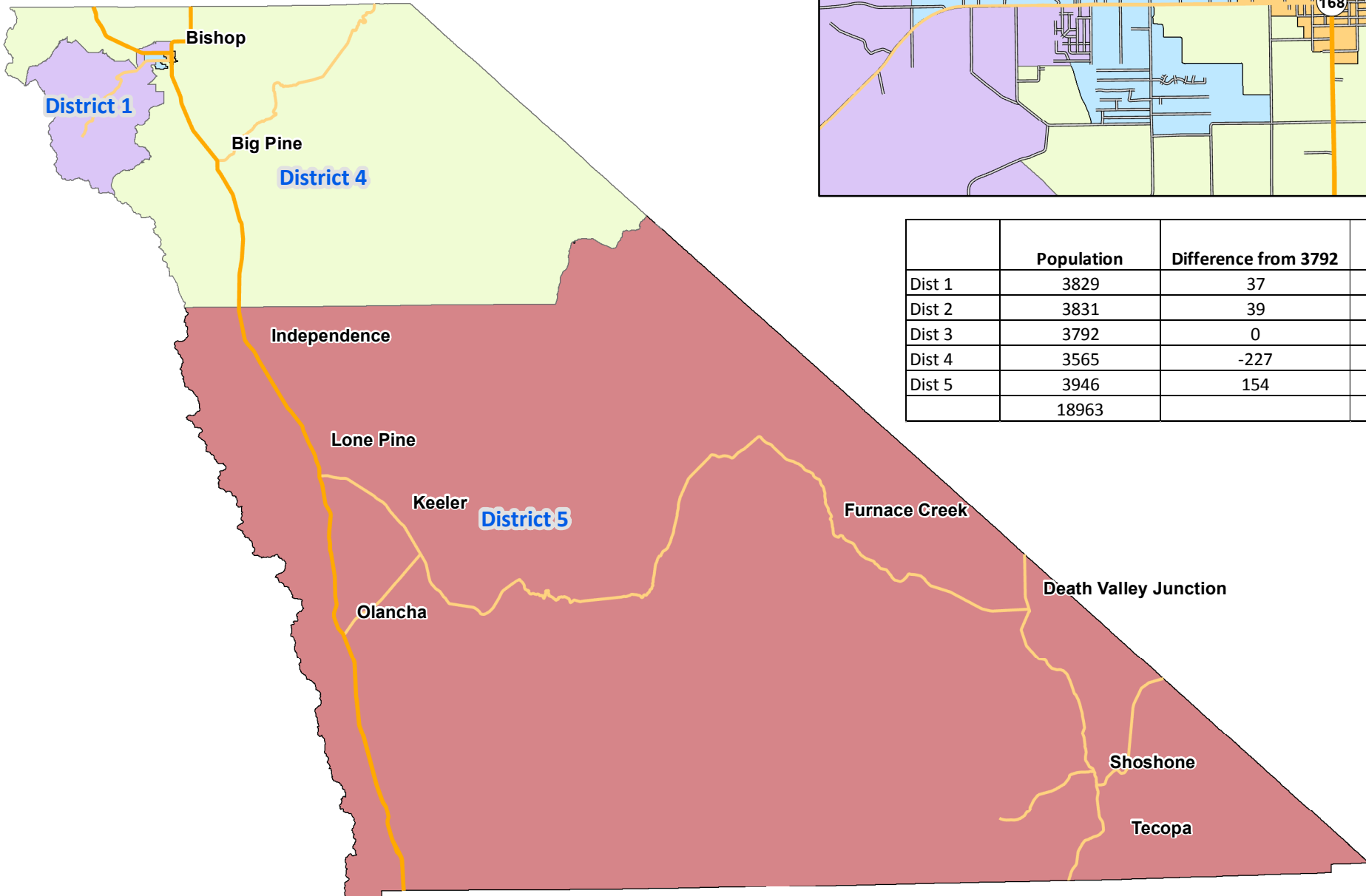


# Option 6

	Population	Difference from 3792	% Deviation from 3792
Dist 1	3965	173	4.56%
Dist 2	3842	50	1.32%
Dist 3	3598	-194	-5.12%
Dist 4	3957	165	4.35%
Dist 5	3601	-191	-5.04%
	18963		



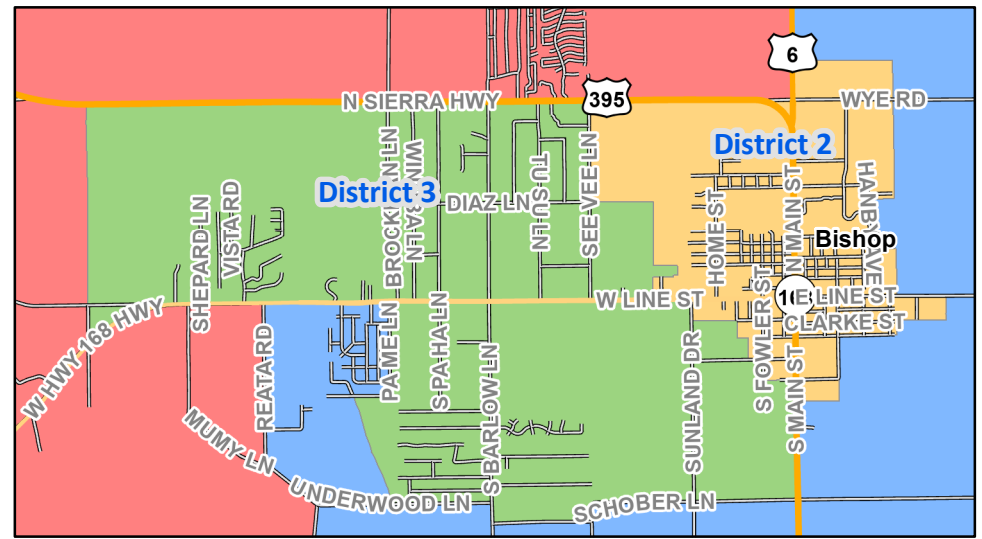
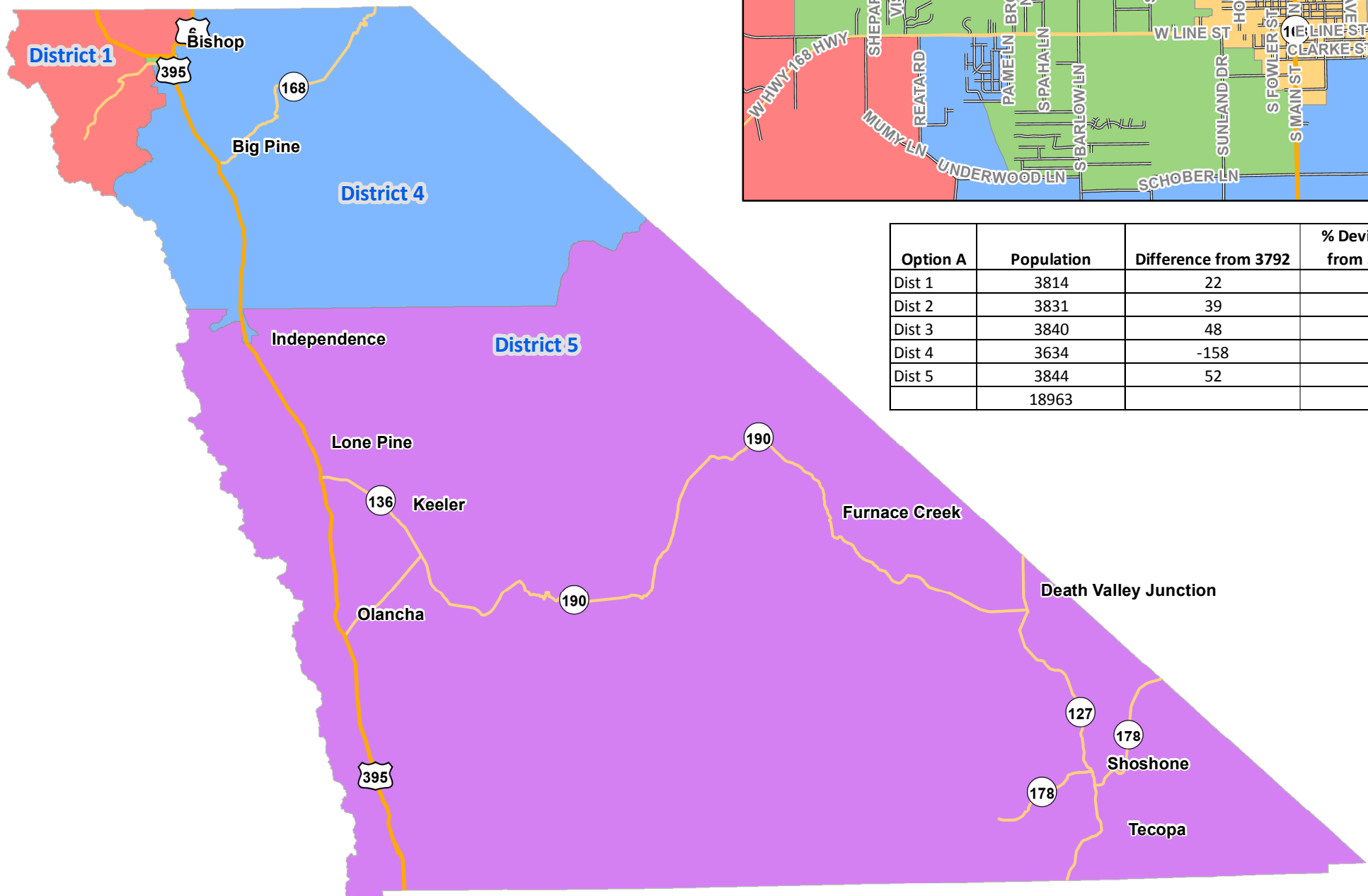
# Option 7



	Population	Difference from 3792	% Deviation from 3792
Dist 1	3829	37	0.98%
Dist 2	3831	39	1.03%
Dist 3	3792	0	0.00%
Dist 4	3565	-227	-5.99%
Dist 5	3946	154	4.06%
	18963		10.05%

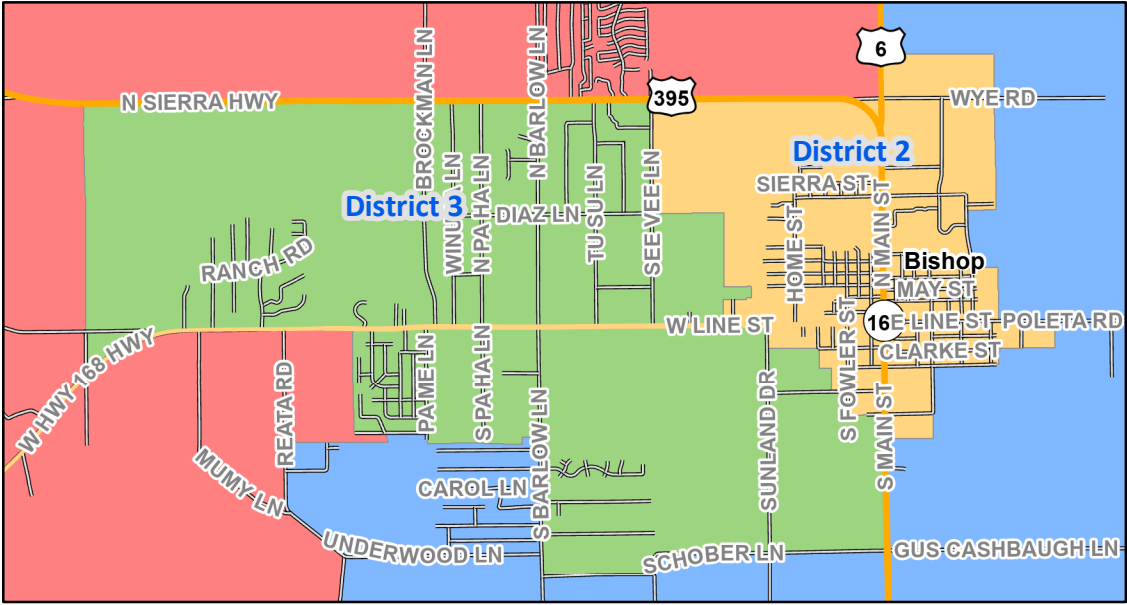
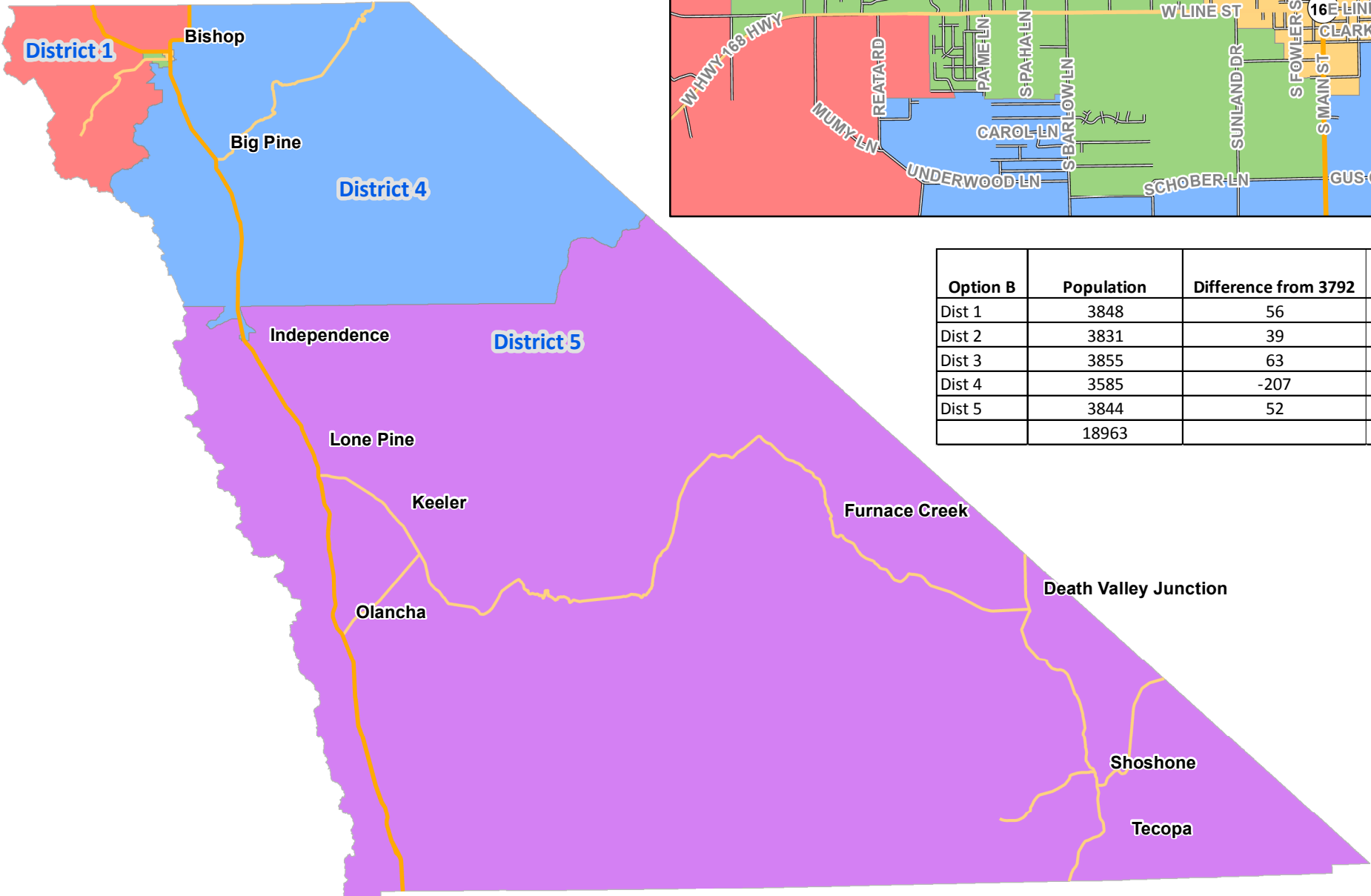


# Option 8a



Option A	Population	Difference from 3792	% Deviation from 3792
Dist 1	3814	22	0.58%
Dist 2	3831	39	1.03%
Dist 3	3840	48	1.27%
Dist 4	3634	-158	-4.17%
Dist 5	3844	52	1.37%
	18963		

# Option 8b



Option B	Population	Difference from 3792	% Deviation from 3792
Dist 1	3848	56	1.48%
Dist 2	3831	39	1.03%
Dist 3	3855	63	1.66%
Dist 4	3585	-207	-5.46%
Dist 5	3844	52	1.37%
	18963		

# Exhibit B

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 001**

District 1

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
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060270001001009  
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060270001001012  
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060270001001041  
060270001001042  
060270001001043  
060270001001044  
060270001001045  
060270001001046

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 002**

060270001001047  
060270001001048  
060270001001049  
060270001001050  
060270001001051  
060270001001052  
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060270001001090  
060270001001091  
060270001001092  
060270001001093  
060270001001094

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 003**

060270001001095  
060270001001096  
060270001001097  
060270001001099  
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060270001001149  
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060270001001151  
060270001001152

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 004**

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060270001001155  
060270001001156  
060270001001157  
060270001001158  
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**Option 3**  
**GEOID20s for all census blocks in all districts - p. 005**

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060270004002010  
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060270004002053  
060270004002054



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 006**

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060270005001017  
060270005001018  
060270005001019  
060270005001020  
060270005001021  
060270005001022  
060270005001023  
060270005001024  
060270005001025  
060270005001026  
060270005001027  
060270005001028  
060270005001029  
060270005001030  
060270005001031  
060270005001032  
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060270005001035  
060270005001036  
060270005001037  
060270005001038  
060270005001039  
060270005001040  
060270005001041  
060270005001042

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 007**

060270005001043  
060270005001044  
060270005001045  
060270005001046  
060270005001047  
060270005001048  
060270005001049  
060270005001051  
060270005001052  
060270005001053  
060270005001054  
060270005001055  
060270005001056  
060270005001057  
060270005001058  
060270005001059  
060270005001060  
060270005001061  
060270005001062  
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060270005001066  
060270005001067  
060270005001068  
060270005001069  
060270005001070  
060270005001071  
060270005001072  
060270005001073  
060270005001076  
060270005001077  
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060270005001084  
060270005001085  
060270005001086  
060270005001087  
060270005001088  
060270005001089  
060270005001090  
060270005001091  
060270005001387  
060270005001389  
060270005001390  
060270005001391  
060270005001392  
060270005001393  
060270005001411

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 008**

060270005001485  
060270005001488  
060270005001489  
060270005001490  
060270005001491  
060270005001492  
060270005001493  
060270005001494  
060270005001495  
060270005001496  
060270005001497  
060270005001498  
060270005001499  
060270005001500  
060270005001501  
060270005001502  
060270005001503  
060270005001505  
060270005001506  
060270005001507  
060270005001508  
060270005001509  
060270005001510  
060270005001511  
060270005001512

District 2

060270001001098  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
060270004002005  
060270004002006  
060270004002007  
060270004002008  
060270004002011  
060270004002012  
060270004002013  
060270004002014  
060270004002015  
060270004002016  
060270004002017  
060270004002018  
060270004002019  
060270004002020

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 009**

060270004002021  
060270004002022  
060270004002023  
060270004002024  
060270004002025  
060270004002026  
060270004002027  
060270004002028  
060270004002029  
060270004002030  
060270004002031  
060270004002032  
060270004002033  
060270004002034  
060270004002035  
060270004002036  
060270004002037  
060270004002038  
060270004002039  
060270004002040  
060270004002041  
060270004002043  
060270004002044  
060270004002045  
060270004002046  
060270004002047  
060270004002048  
060270004002049  
060270004002050  
060270004002051  
060270004002052  
060270004002056  
060270004002059  
060270004003000  
060270004003001  
060270004003002  
060270004003003  
060270004003005  
060270004003006  
060270004003007  
060270004003008  
060270004003009  
060270004003010  
060270004003011  
060270004003012  
060270004003013  
060270004003014  
060270004003015

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 010**

060270004003016  
060270004003017  
060270004003018  
060270004003019  
060270004003020  
060270004003021  
060270004003022  
060270004003023  
060270004003024  
060270004003025  
060270004003026  
060270004003027  
060270004003028  
060270004003029  
060270004003030  
060270004003031  
060270004003032  
060270004003033  
060270004003034  
060270004003035  
060270004003036  
060270004003037  
060270004003038  
060270004003039  
060270004003040  
060270004003041  
060270004004000  
060270004004001  
060270004004002  
060270004004003  
060270004004004  
060270004004005  
060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270003001017  
060270003001018  
060270003001019  
060270003001020  
060270003001021  
060270003001022

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 011**

060270003001023  
060270003001024  
060270003001025  
060270003001026  
060270003001027  
060270003001028  
060270003001029  
060270003002000  
060270003002001  
060270003002002  
060270003002003  
060270003002004  
060270003002005  
060270003002006  
060270004001003  
060270004001004  
060270004001005  
060270004001006  
060270004001007  
060270004001008  
060270004001009  
060270004001010  
060270004001011  
060270004001012  
060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
060270004001020  
060270004001021  
060270004001022  
060270004001023  
060270004001024  
060270004001025  
060270004001026

District 4

060270001001124  
060270001001130  
060270001001131  
060270001001143  
060270001001144  
060270001001145  
060270001001146  
060270001001153

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 012**

060270001001160  
060270001002015  
060270001002016  
060270001002017  
060270001002018  
060270001002019  
060270001002020  
060270001002021  
060270001002022  
060270001002023  
060270001002046  
060270001002047  
060270002001005  
060270002001006  
060270002001014  
060270002001015  
060270002001016  
060270002001017  
060270002001018  
060270002001019  
060270002001021  
060270002001022  
060270002001023  
060270002001024  
060270002001025  
060270002001026  
060270002001027  
060270002001028  
060270002001029  
060270002001030  
060270002001031  
060270002001032  
060270002001033  
060270002001034  
060270002001035  
060270002001036  
060270002001037  
060270002001038  
060270002001039  
060270002001040  
060270002001041  
060270002001042  
060270002001043  
060270002001044  
060270002001045  
060270002001046  
060270002001047  
060270002001048

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 013**

060270002001049  
060270002001050  
060270002001051  
060270002001052  
060270002001053  
060270002001054  
060270002001055  
060270002001056  
060270002001057  
060270002001058  
060270002001059  
060270002001060  
060270002001061  
060270002001062  
060270002001063  
060270002001064  
060270002001065  
060270002001066  
060270002001067  
060270002001068  
060270002001069  
060270002001070  
060270002001071  
060270002001072  
060270002001073  
060270002001074  
060270002001075  
060270002001076  
060270002001077  
060270002001078  
060270002001079  
060270002001080  
060270002001081  
060270002001082  
060270002001083  
060270002001084  
060270002001085  
060270002001086  
060270002001087  
060270002001088  
060270002001089  
060270002001090  
060270002001091  
060270002001092  
060270002001093  
060270002001094  
060270002001095  
060270002001096



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 014**

060270002001097  
060270002001098  
060270002001099  
060270002001100  
060270002001101  
060270002001102  
060270002001103  
060270002001104  
060270002001105  
060270002001106  
060270002001107  
060270002001108  
060270002001109  
060270002001110  
060270002001111  
060270002001112  
060270002001113  
060270002001114  
060270002001115  
060270002001116  
060270002001117  
060270002001118  
060270002001119  
060270002001120  
060270002001121  
060270002001122  
060270002001123  
060270002001124  
060270002001125  
060270002001126  
060270002001127  
060270002001128  
060270002001129  
060270002001130  
060270002001131  
060270002001132  
060270002001133  
060270002001134  
060270002001135  
060270002001136  
060270002001137  
060270002001138  
060270002001139  
060270002001140  
060270002001141  
060270002001142  
060270002001143  
060270002001144

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 015**

060270002001145  
060270002001146  
060270002001147  
060270002001148  
060270002001149  
060270002001150  
060270002001151  
060270002001152  
060270002001153  
060270002001154  
060270002001155  
060270002001156  
060270002001157  
060270002001158  
060270002001159  
060270002001160  
060270002001161  
060270002001162  
060270002001163  
060270002001164  
060270002001165  
060270002001166  
060270002001167  
060270002001168  
060270002001169  
060270002001170  
060270002001171  
060270002001172  
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060270002001175  
060270002001176  
060270002001177  
060270002001178  
060270002001179  
060270002001180  
060270002001181  
060270002001182  
060270002001183  
060270002001184  
060270002001186  
060270002001187  
060270002001188  
060270002001189  
060270002001190  
060270002001191  
060270002001192  
060270002001193

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 016**

060270002001196  
060270002001197  
060270002001198  
060270002001199  
060270002001200  
060270002001201  
060270002001202  
060270002001203  
060270002001204  
060270002001205  
060270002002000  
060270002002001  
060270002002002  
060270002002003  
060270002002004  
060270002002005  
060270002002015  
060270002002016  
060270002002018  
060270002002019  
060270002002020  
060270002002021  
060270002002022  
060270002002023  
060270002002024  
060270002002025  
060270002002026  
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060270002002028  
060270002002029  
060270002002030  
060270002002031  
060270002002032  
060270002002033  
060270002002034  
060270002002035  
060270002002036  
060270002002037  
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060270002002040  
060270002002041  
060270002002042  
060270002002043  
060270002002044  
060270002002045  
060270002002046  
060270002002047

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 017**

060270002002048  
060270002002049  
060270002002050  
060270002002051  
060270002002052  
060270002002053  
060270002002054  
060270002002055  
060270002002056  
060270002002057  
060270002002058  
060270002002059  
060270002002060  
060270002002061  
060270002002062  
060270002002063  
060270002002064  
060270002002065  
060270002002066  
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060270002002074  
060270002002075  
060270002002076  
060270002002077  
060270002002078  
060270002002079  
060270002002080  
060270002002081  
060270002002082  
060270002002083  
060270002002084  
060270002002085  
060270002002086  
060270002002087  
060270002002088  
060270002002089  
060270002002090  
060270002002091  
060270002002092  
060270002002093  
060270002002094  
060270002002095

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 018**

060270002002096  
060270002002097  
060270002002098  
060270002002099  
060270002002100  
060270002002101  
060270002002102  
060270002002103  
060270002002104  
060270002002105  
060270002002106  
060270002002107  
060270002002108  
060270002002109  
060270002002110  
060270002002111  
060270002002112  
060270002002113  
060270002002114  
060270002002115  
060270002002116  
060270002002117  
060270002002118  
060270002002119  
060270002002120  
060270002002121  
060270002002122  
060270002002123  
060270002002124  
060270002002125  
060270002002126  
060270003001001  
060270003001002  
060270003001003  
060270003001004  
060270003001014  
060270003001015  
060270005001074  
060270005001075  
060270005001078  
060270005001079  
060270005001080  
060270005001081  
060270005001082  
060270005001092  
060270005001093  
060270005001094  
060270005001095

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 019**

060270005001096  
060270005001097  
060270005001098  
060270005001099  
060270005001100  
060270005001101  
060270005001102  
060270005001103  
060270005001104  
060270005001105  
060270005001106  
060270005001107  
060270005001108  
060270005001109  
060270005001110  
060270005001111  
060270005001112  
060270005001113  
060270005001114  
060270005001115  
060270005001116  
060270005001117  
060270005001118  
060270005001119  
060270005001120  
060270005001121  
060270005001122  
060270005001123  
060270005001124  
060270005001125  
060270005001126  
060270005001127  
060270005001128  
060270005001129  
060270005001130  
060270005001131  
060270005001132  
060270005001133  
060270005001134  
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060270005001136  
060270005001137  
060270005001138  
060270005001139  
060270005001140  
060270005001141  
060270005001142  
060270005001143

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 020**

060270005001144  
060270005001145  
060270005001146  
060270005001147  
060270005001148  
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060270005001151  
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060270005001182  
060270005001183  
060270005001184  
060270005001185  
060270005001186  
060270005001187  
060270005001188  
060270005001189  
060270005001190  
060270005001191

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 021**

060270005001192  
060270005001193  
060270005001194  
060270005001195  
060270005001196  
060270005001197  
060270005001198  
060270005001199  
060270005001200  
060270005001201  
060270005001202  
060270005001203  
060270005001204  
060270005001205  
060270005001206  
060270005001207  
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060270005001251  
060270005001252  
060270005001253  
060270005001254  
060270005001255  
060270005001256  
060270005001257  
060270005001258



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 022**

060270005001259  
060270005001260  
060270005001261  
060270005001262  
060270005001263  
060270005001264  
060270005001265  
060270005001266  
060270005001267  
060270005001268  
060270005001269  
060270005001270  
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060270005001273  
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060270005001292  
060270005001293  
060270005001294  
060270005001295  
060270005001296  
060270005001297  
060270005001300  
060270005001374  
060270005001375  
060270005001376  
060270005001377  
060270005001378  
060270005001379  
060270005001380  
060270005001381

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 023**

060270005001382  
060270005001383  
060270005001384  
060270005001385  
060270005001412  
060270005001413  
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060270005001451  
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060270005001457  
060270005001458  
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060270005001462  
060270005001463  
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060270005001466  
060270005001467  
060270005001468  
060270005001469  
060270005001470  
060270005001471  
060270005001472  
060270005001473  
060270005001474  
060270005001475  
060270005001476  
060270005001477  
060270005001478  
060270005001479  
060270005001480  
060270005001481  
060270005001482  
060270005001483  
060270005001484  
060270005001486  
060270005001487  
060270005001504  
060270005002000  
060270005002001

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 024**

060270005002002  
060270005002003  
060270005002004  
060270005002005  
060270005002006  
060270005002007  
060270005002008  
060270005002009  
060270005002010  
060270005002011  
060270005002012  
060270005002013  
060270005002014  
060270005002015  
060270005002016  
060270005002017  
060270005002018  
060270005002019  
060270005002020  
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060270005002022  
060270005002023  
060270005002024  
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060270005002040  
060270005002041  
060270005002042  
060270005002043  
060270005002044  
060270005002045  
060270005002046  
060270005002047  
060270005002048  
060270005002049

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 025**

060270005002050  
060270005002051  
060270005002052  
060270005002053  
060270005002054  
060270005002055  
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060270005002059  
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060270005002061  
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060270005002088  
060270005002089  
060270005002090  
060270005002091  
060270005002092  
060270005002093  
060270005002094

District 5  
060270005001050

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 026**

060270005001223  
060270005001225  
060270005001226  
060270005001227  
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060270005001232  
060270005001233  
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060270005001241  
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060270005001323  
060270005001324  
060270005001325  
060270005001326

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 027**

060270005001327  
060270005001328  
060270005001329  
060270005001330  
060270005001331  
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060270005001367  
060270005001368  
060270005001369  
060270005001370  
060270005001371  
060270005001372  
060270005001373  
060270005001386

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 028**

060270005001388  
060270005001394  
060270005001395  
060270005001396  
060270005001397  
060270005001398  
060270005001399  
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060270005001401  
060270005001402  
060270005001403  
060270005001404  
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060270005001443  
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060270005001445  
060270005001446  
060270005001447  
060270005001448

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 029**

060270005001449  
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060270005001454  
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060270008001004  
060270008001005  
060270008001006  
060270008001007  
060270008001008  
060270008001009  
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060270008001011  
060270008001012  
060270008001013  
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060270008001015  
060270008001016  
060270008001017  
060270008001018  
060270008001019  
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060270008001036  
060270008001037  
060270008001038  
060270008001039  
060270008001040  
060270008001041  
060270008001042  
060270008001043



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 030**

060270008001044  
060270008001045  
060270008001046  
060270008001047  
060270008001048  
060270008001049  
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060270008001051  
060270008001052  
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060270008001055  
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060270008001086  
060270008001087  
060270008001088  
060270008001089  
060270008001090  
060270008001091

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 031**

060270008001092  
060270008001093  
060270008001094  
060270008001095  
060270008001096  
060270008001097  
060270008001098  
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060270008001100  
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060270008001103  
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060270008001107  
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060270008001134  
060270008001135  
060270008001136  
060270008001137  
060270008001138  
060270008001139

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 032**

060270008001140  
060270008001141  
060270008001142  
060270008001143  
060270008001144  
060270008001145  
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060270008001182  
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060270008001184  
060270008001185  
060270008001186  
060270008001187

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 033**

060270008001188  
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060270008001190  
060270008001191  
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060270008001197  
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060270008001230  
060270008001231  
060270008001232  
060270008001233  
060270008001234  
060270008001235

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 034**

060270008001236  
060270008001237  
060270008001238  
060270008001239  
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060270008001247  
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060270008001281  
060270008001282  
060270008001283

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 035**

060270008001284  
060270008001285  
060270008001286  
060270008001287  
060270008001288  
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060270008001326  
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060270008001328  
060270008001329  
060270008001330  
060270008001331

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 036**

060270008001332  
060270008001333  
060270008001334  
060270008001335  
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060270008002018  
060270008002019  
060270008002020  
060270008002021  
060270008002022  
060270008002023  
060270008002024  
060270008002025

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 037**

060270008002026  
060270008002027  
060270008002028  
060270008002029  
060270008002030  
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060270008002037  
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060270008002072  
060270008002073



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 038**

060270008002074  
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060270008002076  
060270008002077  
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060270008002105  
060270008002106  
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060270008002113  
060270008002114  
060270008002115  
060270008002116  
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060270008002118  
060270008002119  
060270008002120  
060270008002121

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 039**

060270008002122  
060270008002123  
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060270008002125  
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060270008002163  
060270008002164  
060270008002165  
060270008002166  
060270008002167  
060270008002168  
060270008002169

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 040**

060270008002170  
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060270008002173  
060270008002174  
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060270008002217

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 041**

060270008002218  
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060270008002220  
060270008002221  
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060270008002259  
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060270008002261  
060270008002262  
060270008002263  
060270008002264  
060270008002265

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 042**

060270008002266  
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060270008002307  
060270008002308  
060270008002309  
060270008002310  
060270008002311  
060270008002312  
060270008002313

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 043**

060270008002314  
060270008002315  
060270008002316  
060270008002317  
060270008002318  
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060270008002320  
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060270008002322  
060270008002323  
060270008002324  
060270008002325  
060270008002326  
060270008002327  
060270008002328  
060270008002329  
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060270008002331  
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060270008002361

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 044**

060270008002362  
060270008002363  
060270008002364  
060270008002365  
060270008002366  
060270008002367  
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060270008002402  
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060270008002404  
060270008002405  
060270008002406  
060270008002407  
060270008002408  
060270008002409

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 045**

060270008002410  
060270008002411  
060270008002412  
060270008002413  
060270008002414  
060270008002415  
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060270008002455  
060270008002456  
060270008002457



**Option 3**  
**GEOID20s for all census blocks in all districts - p. 046**

060270008002458  
060270008002459  
060270008002460  
060270008002461  
060270008002462  
060270008002463  
060270008002464  
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060270008002495  
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060270008002498  
060270008002499  
060270008002500  
060270008002501  
060270008002502  
060270008002503  
060270008002504  
060270008002505

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 047**

060270008002506  
060270008002507  
060270008002508  
060270008002509  
060270008002510  
060270008002511  
060270008002512  
060270008002513  
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060270008002548  
060270008002549  
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060270008002552  
060270008002553

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 048**

060270008002554  
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060270008002556  
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060270008002592  
060270008002593  
060270008002594  
060270008003000  
060270008003001  
060270008003002  
060270008003003  
060270008003004  
060270008003005  
060270008003006

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 049**

060270008003007  
060270008003008  
060270008003009  
060270008003010  
060270008003011  
060270008003012  
060270008003013  
060270008003014  
060270008003015  
060270008003016  
060270008003017  
060270008003018  
060270008003019  
060270008003020  
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060270008003051  
060270008003052  
060270008003053  
060270008003054

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 050**

060270008003055  
060270008003056  
060270008003057  
060270008003058  
060270008003059  
060270008004000  
060270008004001  
060270008004002  
060270008004003  
060270008004004  
060270008004005  
060270008004006  
060270008004007  
060270008004008  
060270008004009  
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060270008004011  
060270008004012  
060270008004013  
060270008004014  
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060270008004017  
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060270008004035  
060270008004036  
060270008004037  
060270008004038  
060270008004039  
060270008004040  
060270008004041  
060270008004042

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 051**

060270008004043  
060270008004044  
060270008004045  
060270008004046  
060270008004047  
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060270008004083  
060270008004084  
060270008004085  
060270008004086  
060270008004087  
060270008004088  
060270008004089  
060270008004090

**Option 3**  
**GEOID20s for all census blocks in all districts - p. 052**

060270008004091  
060270008004092  
060270008004093  
060270008004094  
060270008004095  
060270008004096  
060270008004097  
060270008004098  
060270008004099  
060270008004100

Option 4  
GEOID20s for all census blocks in each district - p. 001

District 1

060270001001012  
060270001001013  
060270001001014  
060270001001015  
060270001001016  
060270001001023  
060270001001027  
060270001001028  
060270001001029  
060270001001030  
060270001001031  
060270001001032  
060270001001033  
060270001001034  
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060270001001069  
060270001001070  
060270001001071  
060270001001072  
060270001001073  
060270001001074  
060270001001075  
060270001001076



Option 4  
GEOID20s for all census blocks in each district - p. 002

060270001001077  
060270001001078  
060270001001079  
060270001001080  
060270001001081  
060270001001082  
060270001001083  
060270001001084  
060270001001085  
060270001001086  
060270001001087  
060270001001088  
060270001001089  
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060270001001092  
060270001001093  
060270001001095  
060270001001096  
060270001001100  
060270001001104  
060270001001110  
060270001001111  
060270001001112  
060270001001113  
060270001001114  
060270001001152  
060270001002000  
060270001002001  
060270001002002  
060270001002003  
060270001002004  
060270001002005  
060270001002006  
060270001002007  
060270001002008  
060270001002009  
060270001002010  
060270001002011  
060270001002012  
060270001002013  
060270001002014  
060270001002015  
060270001002016  
060270001002017  
060270001002018  
060270001002019  
060270001002020

Option 4  
GEOID20s for all census blocks in each district - p. 003

060270001002021  
060270001002022  
060270001002023  
060270001002024  
060270001002025  
060270001002026  
060270001002027  
060270001002028  
060270001002029  
060270001002030  
060270001002031  
060270001002032  
060270001002033  
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060270001002042  
060270001002043  
060270001002044  
060270001002045  
060270001002046  
060270001002047  
060270001002048  
060270001002049  
060270001002050  
060270002001000  
060270002001001  
060270002001002  
060270002001003  
060270002001004  
060270002001005  
060270002001006  
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060270002001008  
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060270002001010  
060270002001011  
060270002001012  
060270002001013  
060270002001014  
060270002001015  
060270002001016  
060270002001017

Option 4  
GEOID20s for all census blocks in each district - p. 004

060270002001018  
060270002001019  
060270002001020  
060270002001021  
060270002001022  
060270002001023  
060270002001024  
060270002001025  
060270002001026  
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060270002001031  
060270002001032  
060270002001101  
060270002001102  
060270002001103  
060270002001104  
060270002001109  
060270002001110  
060270002001123  
060270002001124  
060270002001193  
060270002001194  
060270002001195  
060270003001000  
060270003001005  
060270003001006  
060270003001007  
060270003001008  
060270003001009  
060270003001010  
060270003001011  
060270003001012  
060270003001013  
060270003001016  
060270003001030  
060270004001000  
060270004001001  
060270004001002  
060270004002000  
060270004002002

District 2

060270001001098  
060270004002001  
060270004002003  
060270004002004  
060270004002005

Option 4  
GEOID20s for all census blocks in each district - p. 005

060270004002006  
060270004002007  
060270004002008  
060270004002011  
060270004002012  
060270004002013  
060270004002014  
060270004002015  
060270004002016  
060270004002017  
060270004002018  
060270004002019  
060270004002020  
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060270004002050  
060270004002051  
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060270004002053  
060270004002054  
060270004002056  
060270004002059

Option 4  
GEOID20s for all census blocks in each district - p. 006

060270004003000  
060270004003001  
060270004003002  
060270004003003  
060270004003005  
060270004003006  
060270004003007  
060270004003008  
060270004003009  
060270004003010  
060270004003011  
060270004003012  
060270004003013  
060270004003014  
060270004003015  
060270004003016  
060270004003017  
060270004003018  
060270004003019  
060270004003020  
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060270004003040  
060270004003041  
060270004004000  
060270004004001  
060270004004002  
060270004004003  
060270004004004  
060270004004005  
060270004004006

Option 4  
GEOID20s for all census blocks in each district - p. 007

060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270002002002  
060270002002003  
060270003001017  
060270003001018  
060270003001019  
060270003001020  
060270003001023  
060270003001024  
060270003001025  
060270003001026  
060270003001027  
060270003001028  
060270003001029  
060270003002000  
060270003002001  
060270003002002  
060270003002003  
060270003002004  
060270003002005  
060270004001003  
060270004001004  
060270004001005  
060270004001006  
060270004001007  
060270004001008  
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060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
060270004001020  
060270004001021  
060270004001022

Option 4  
GEOID20s for all census blocks in each district - p. 008

060270004001023  
060270004001024  
060270004001025  
060270004001026  
060270004002009  
060270004002010

District 4

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
060270001001008  
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060270001001097  
060270001001099  
060270001001101  
060270001001102  
060270001001103  
060270001001105  
060270001001106  
060270001001107  
060270001001108

Option 4  
GEOID20s for all census blocks in each district - p. 009

060270001001109  
060270001001115  
060270001001116  
060270001001117  
060270001001118  
060270001001119  
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060270001001158  
060270001001159  
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060270002001028  
060270002001029



Option 4  
GEOID20s for all census blocks in each district - p. 010

060270002001033  
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060270002001036  
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Option 4  
GEOID20s for all census blocks in each district - p. 011

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Option 4  
GEOID20s for all census blocks in each district - p. 012

060270002001137  
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Option 4  
GEOID20s for all census blocks in each district - p. 013

060270002001185  
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Option 4  
GEOID20s for all census blocks in each district - p. 014

060270002002032  
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060270002002078  
060270002002079

Option 4  
GEOID20s for all census blocks in each district - p. 015

060270002002080  
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060270002002082  
060270002002083  
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060270002002125  
060270002002126  
060270003001001

Option 4  
GEOID20s for all census blocks in each district - p. 016

060270003001002  
060270003001003  
060270003001004  
060270003001014  
060270003001015  
060270003001021  
060270003001022  
060270003002006  
060270003002007  
060270003002008  
060270003002009  
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060270005001000  
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060270005001005  
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060270005001012  
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060270005001014  
060270005001015  
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060270005001017  
060270005001018  
060270005001019  
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060270005001031  
060270005001032

Option 4  
GEOID20s for all census blocks in each district - p. 017

060270005001033  
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060270005001086  
060270005001087



Option 4  
GEOID20s for all census blocks in each district - p. 018

060270005001088  
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060270005001090  
060270005001091  
060270005001092  
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060270005001096  
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Option 4  
GEOID20s for all census blocks in each district - p. 019

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060270005001184  
060270005001185

Option 4  
GEOID20s for all census blocks in each district - p. 020

060270005001186  
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060270005001190  
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060270005001375  
060270005001376

Option 4  
GEOID20s for all census blocks in each district - p. 021

060270005001377  
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060270005001463  
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060270005001465  
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060270005002000

Option 4  
GEOID20s for all census blocks in each district - p. 022

060270005002001  
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060270005002003  
060270005002004  
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060270005002047  
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Option 4  
GEOID20s for all census blocks in each district - p. 023

060270005002049  
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060270005002051  
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District 5

Option 4  
GEOID20s for all census blocks in each district - p. 024

060270005001022  
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060270005001264  
060270005001265

Option 4  
GEOID20s for all census blocks in each district - p. 025

060270005001266  
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060270005001315  
060270005001316



Option 4  
GEOID20s for all census blocks in each district - p. 026

060270005001317  
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060270005001363  
060270005001364

Option 4  
GEOID20s for all census blocks in each district - p. 027

060270005001365  
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060270005001415  
060270005001416

Option 4  
GEOID20s for all census blocks in each district - p. 028

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060270005001419  
060270005001420  
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060270005001488  
060270005001489

Option 4  
GEOID20s for all census blocks in each district - p. 029

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Option 4  
GEOID20s for all census blocks in each district - p. 030

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Option 4  
GEOID20s for all census blocks in each district - p. 031

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Option 4  
GEOID20s for all census blocks in each district - p. 032

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Option 4  
GEOID20s for all census blocks in each district - p. 033

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Option 4  
GEOID20s for all census blocks in each district - p. 034

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Option 4  
GEOID20s for all census blocks in each district - p. 035

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Option 4  
GEOID20s for all census blocks in each district - p. 036

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Option 4  
GEOID20s for all census blocks in each district - p. 037

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Option 4  
GEOID20s for all census blocks in each district - p. 038

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Option 4  
GEOID20s for all census blocks in each district - p. 039

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Option 4  
GEOID20s for all census blocks in each district - p. 040

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Option 4  
GEOID20s for all census blocks in each district - p. 041

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Option 4  
GEOID20s for all census blocks in each district - p. 042

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Option 4  
GEOID20s for all census blocks in each district - p. 043

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Option 4  
GEOID20s for all census blocks in each district - p. 044

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Option 4  
GEOID20s for all census blocks in each district - p. 045

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Option 4  
GEOID20s for all census blocks in each district - p. 046

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Option 4  
GEOID20s for all census blocks in each district - p. 047

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Option 4  
GEOID20s for all census blocks in each district - p. 048

060270008002555  
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060270008003003  
060270008003004  
060270008003005  
060270008003006  
060270008003007

Option 4  
GEOID20s for all census blocks in each district - p. 049

060270008003008  
060270008003009  
060270008003010  
060270008003011  
060270008003012  
060270008003013  
060270008003014  
060270008003015  
060270008003016  
060270008003017  
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Option 4  
GEOID20s for all census blocks in each district - p. 050

060270008003056  
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060270008003058  
060270008003059  
060270008004000  
060270008004001  
060270008004002  
060270008004003  
060270008004004  
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060270008004036  
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060270008004038  
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060270008004042  
060270008004043

Option 4  
GEOID20s for all census blocks in each district - p. 051

060270008004044  
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060270008004046  
060270008004047  
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060270008004049  
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060270008004052  
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060270008004090  
060270008004091

Option 4  
GEOID20s for all census blocks in each district - p. 052

060270008004092  
060270008004093  
060270008004094  
060270008004095  
060270008004096  
060270008004097  
060270008004098  
060270008004099  
060270008004100

Option 5  
GEOID20s for all census blocks in each district - p. 001

District 1

060270001001027  
060270001001028  
060270001001029  
060270001001030  
060270001001031  
060270001001032  
060270001001033  
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060270001001077  
060270001001078  
060270001001079  
060270001001080  
060270001001081  
060270001001082  
060270001001083  
060270001001084  
060270001001085  
060270001001086

Option 5  
GEOID20s for all census blocks in each district - p. 002

060270001001087  
060270001001088  
060270001001089  
060270001001090  
060270001001091  
060270001001092  
060270001001093  
060270001001094  
060270001001095  
060270001001096  
060270001001097  
060270001001099  
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060270001002036  
060270001002037  
060270001002040  
060270001002041  
060270001002042  
060270001002043  
060270001002044  
060270001002048  
060270001002049  
060270001002050

Option 5  
GEOID20s for all census blocks in each district - p. 003

060270002001185  
060270002002000  
060270002002001  
060270002002002  
060270002002003  
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060270002002005  
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060270002002007  
060270002002008  
060270002002009  
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060270002002022  
060270002002023  
060270002002024  
060270002002025  
060270002002026  
060270002002027  
060270002002033  
060270002002036  
060270002002037  
060270002002038  
060270003002002  
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060270003002004  
060270003002005  
060270003002006  
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060270003002008  
060270003002009  
060270004002002  
060270004002009  
060270004002010  
060270004002042  
060270004002053  
060270004002054  
060270004002055  
060270004002057  
060270004002058

060270004002060  
060270004003004

District 2

060270001001098  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
060270004002005  
060270004002006  
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060270004002008  
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060270004002036  
060270004002037  
060270004002038  
060270004002039  
060270004002040  
060270004002041  
060270004002043  
060270004002044

Option 5  
GEOID20s for all census blocks in each district - p. 005

060270004002045  
060270004002046  
060270004002047  
060270004002048  
060270004002049  
060270004002050  
060270004002051  
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060270004002056  
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060270004003017  
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060270004003031  
060270004003032  
060270004003033  
060270004003034  
060270004003035  
060270004003036  
060270004003037  
060270004003038



Option 5  
GEOID20s for all census blocks in each district - p. 006

060270004003039  
060270004003040  
060270004003041  
060270004004000  
060270004004001  
060270004004002  
060270004004003  
060270004004004  
060270004004005  
060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
060270001001008  
060270001001009  
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060270001001019  
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060270001001021  
060270001001022  
060270001001024  
060270001001026  
060270001001038  
060270001001154  
060270001001155  
060270001001157

Option 5  
GEOID20s for all census blocks in each district - p. 007

060270001001158  
060270001001159  
060270001002000  
060270001002001  
060270001002002  
060270001002003  
060270001002004  
060270001002005  
060270001002006  
060270001002007  
060270001002008  
060270001002009  
060270001002010  
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060270001002028  
060270001002029  
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060270002001003  
060270002001004  
060270002001005  
060270002001006  
060270002001007  
060270002001008  
060270002001009  
060270002001010

Option 5  
GEOID20s for all census blocks in each district - p. 008

060270002001011  
060270002001012  
060270002001013  
060270002001014  
060270002001015  
060270002001016  
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060270002001018  
060270002001019  
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060270002001021  
060270002001022  
060270002001023  
060270002001024  
060270002001025  
060270002001026  
060270002001027  
060270002001028  
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060270003002001  
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060270004001001  
060270004001002  
060270004001003  
060270004001004  
060270004001005  
060270004001006  
060270004001007

Option 5  
GEOID20s for all census blocks in each district - p. 009

060270004001008  
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060270004001011  
060270004001012  
060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
060270004001020  
060270004001021  
060270004001022  
060270004001023  
060270004001024  
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060270005001008  
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060270005001011  
060270005001012  
060270005001013  
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060270005001015  
060270005001016  
060270005001017  
060270005001018  
060270005001019  
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060270005001027  
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Option 5  
GEOID20s for all census blocks in each district - p. 010

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060270005001074  
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060270005001076

Option 5  
GEOID20s for all census blocks in each district - p. 011

060270005001077  
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060270005001079  
060270005001080  
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060270005001198  
060270005001215

Option 5  
GEOID20s for all census blocks in each district - p. 012

060270005001217  
060270005001218  
060270005001219  
060270005001224  
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060270005001244  
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060270005001261  
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060270005001410  
060270005001411

Option 5  
GEOID20s for all census blocks in each district - p. 013

060270005001412  
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060270005002070  
060270005002071



Option 5  
GEOID20s for all census blocks in each district - p. 014

060270005002072  
060270005002073  
060270005002074  
060270005002081  
060270005002082  
060270005002083  
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060270008001058  
060270008001059

Option 5  
GEOID20s for all census blocks in each district - p. 015

060270008001060  
060270008001061  
060270008001062  
060270008001063  
060270008001064  
060270008001066  
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060270008001069  
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District 4

060270001001023  
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060270001001051

Option 5  
GEOID20s for all census blocks in each district - p. 016

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Option 5  
GEOID20s for all census blocks in each district - p. 017

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Option 5  
GEOID20s for all census blocks in each district - p. 018

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Option 5  
GEOID20s for all census blocks in each district - p. 020

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Option 5  
GEOID20s for all census blocks in each district - p. 021

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060270002002115



Option 5  
GEOID20s for all census blocks in each district - p. 022

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Option 5  
GEOID20s for all census blocks in each district - p. 023

060270005001126  
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Option 5  
GEOID20s for all census blocks in each district - p. 024

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District 5

060270002002124  
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060270005001120

Option 5  
GEOID20s for all census blocks in each district - p. 025

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Option 5  
GEOID20s for all census blocks in each district - p. 026

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Option 5  
GEOID20s for all census blocks in each district - p. 027

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Option 5  
GEOID20s for all census blocks in each district - p. 028

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Option 5  
GEOID20s for all census blocks in each district - p. 029

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Option 5  
GEOID20s for all census blocks in each district - p. 030

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Option 5  
GEOID20s for all census blocks in each district - p. 031

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Option 5  
GEOID20s for all census blocks in each district - p. 032

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Option 5  
GEOID20s for all census blocks in each district - p. 033

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Option 5  
GEOID20s for all census blocks in each district - p. 035

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Option 5  
GEOID20s for all census blocks in each district - p. 036

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060270008002006

Option 5  
GEOID20s for all census blocks in each district - p. 037

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Option 5  
GEOID20s for all census blocks in each district - p. 038

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060270008002102

Option 5  
GEOID20s for all census blocks in each district - p. 039

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060270008002150

Option 5  
GEOID20s for all census blocks in each district - p. 040

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Option 5  
GEOID20s for all census blocks in each district - p. 041

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060270008002203  
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060270008002246

Option 5  
GEOID20s for all census blocks in each district - p. 042

060270008002247  
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Option 5  
GEOID20s for all census blocks in each district - p. 043

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Option 5  
GEOID20s for all census blocks in each district - p. 044

060270008002343  
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Option 5  
GEOID20s for all census blocks in each district - p. 045

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Option 5  
GEOID20s for all census blocks in each district - p. 046

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Option 5  
GEOID20s for all census blocks in each district - p. 047

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Option 5  
GEOID20s for all census blocks in each district - p. 048

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Option 5  
GEOID20s for all census blocks in each district - p. 049

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Option 5  
GEOID20s for all census blocks in each district - p. 050

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Option 5  
GEOID20s for all census blocks in each district - p. 051

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Option 5  
GEOID20s for all census blocks in each district - p. 052

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060270008004100

Option 6  
GEOID20s for all census blocks for each district - p. 001

District 1

060270001001068  
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060270001001071  
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060270003001009  
060270003001010  
060270003001011  
060270003001012  
060270003001013  
060270003001016  
060270003001017  
060270003001018



Option 6  
GEOID20s for all census blocks for each district - p. 002

060270003001019  
060270003001020  
060270003001022  
060270003001023  
060270003001024  
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060270003001029  
060270003001030  
060270004001000  
060270004001001  
060270004001002  
060270004002002  
060270004002009

District 2

060270001001097  
060270001001098  
060270001001102  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
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060270004002020  
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060270004002027  
060270004002028

Option 6  
GEOID20s for all census blocks for each district - p. 003

060270004002029  
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060270004002031  
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060270004003011  
060270004003012  
060270004003013  
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060270004003015  
060270004003016  
060270004003017  
060270004003018  
060270004003019  
060270004003020

Option 6  
GEOID20s for all census blocks for each district - p. 004

060270004003021  
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060270004003023  
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060270004003025  
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060270004003029  
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060270004004002  
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060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
060270001001008  
060270001001009  
060270001001010

Option 6  
GEOID20s for all census blocks for each district - p. 005

060270001001011  
060270001001012  
060270001001013  
060270001001014  
060270001001015  
060270001001016  
060270001001017  
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060270001001020  
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060270001001058

Option 6  
GEOID20s for all census blocks for each district - p. 006

060270001001059  
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060270001001062  
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060270001001125  
060270001001126  
060270001001127  
060270001001128  
060270001001129  
060270001001130  
060270001001131  
060270001001132  
060270001001133

Option 6  
GEOID20s for all census blocks for each district - p. 007

060270001001134  
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060270001001137  
060270001001138  
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060270001002013  
060270001002014  
060270001002015  
060270001002016  
060270001002017  
060270001002018  
060270001002019  
060270001002028  
060270001002029

Option 6  
GEOID20s for all census blocks for each district - p. 008

060270001002030  
060270001002031  
060270001002032  
060270001002033  
060270001002048  
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060270002001001  
060270002001002  
060270002001003  
060270002001004  
060270002001005  
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060270002001022  
060270002001023  
060270002001024  
060270002001025  
060270002001101  
060270002001102  
060270002001103  
060270002001104  
060270002001109  
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060270002001193  
060270002001194  
060270002001195  
060270002002000  
060270002002001  
060270002002021  
060270002002022  
060270002002029  
060270002002030  
060270002002031  
060270002002032

Option 6  
GEOID20s for all census blocks for each district - p. 009

060270002002033  
060270002002081  
060270002002082  
060270002002083  
060270002002098  
060270002002099  
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060270004001022  
060270004001023  
060270004001024  
060270004001025  
060270004001026  
060270004002010  
060270004002023  
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060270004002055  
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060270004002058  
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060270005001001  
060270005001002  
060270005001003  
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060270005001005  
060270005001006  
060270005001007  
060270005001008



Option 6  
GEOID20s for all census blocks for each district - p. 010

060270005001009  
060270005001010  
060270005001011  
060270005001012  
060270005001013  
060270005001014  
060270005001015  
060270005001016  
060270005001017  
060270005001018  
060270005001019  
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060270005001021  
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060270005001023  
060270005001024  
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060270005001055  
060270005001056

Option 6  
GEOID20s for all census blocks for each district - p. 011

060270005001057  
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060270005001059  
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060270005001115

Option 6  
GEOID20s for all census blocks for each district - p. 012

060270005001116  
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060270005001119  
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060270005001124  
060270005001127  
060270005001128  
060270005001129  
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060270005001244  
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060270005001265  
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060270005001362  
060270005001365  
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060270005001378  
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060270005001381  
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060270005001388  
060270005001389

Option 6  
GEOID20s for all census blocks for each district - p. 013

060270005001390  
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060270005001392  
060270005001393  
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060270005001398  
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060270005001442  
060270005001443

Option 6  
GEOID20s for all census blocks for each district - p. 014

060270005001444  
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060270005001450  
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Option 6  
GEOID20s for all census blocks for each district - p. 015

060270005002081  
060270005002082  
060270005002083  
060270005002084  
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060270008001070  
060270008001074

Option 6  
GEOID20s for all census blocks for each district - p. 016

060270008001076  
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060270008001083  
060270008001084  
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060270008003018  
060270008003019  
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060270008003058  
060270008004006  
060270008004032

Option 6  
GEOID20s for all census blocks for each district - p. 017

060270008004034  
060270008004065  
060270008004066  
060270008004067  
060270008004068  
060270008004069  
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060270008004075  
060270008004076  
060270008004077  
060270008004078  
060270008004079  
060270008004083  
060270008004089

District 4

060270001001135  
060270001001160  
060270001002020  
060270001002021  
060270001002022  
060270001002023  
060270001002024  
060270001002025  
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060270001002047  
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060270002001038  
060270002001039  
060270002001040



Option 6  
GEOID20s for all census blocks for each district - p. 018

060270002001041  
060270002001042  
060270002001043  
060270002001044  
060270002001045  
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Option 6  
GEOID20s for all census blocks for each district - p. 019

060270002001089  
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060270002001091  
060270002001092  
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060270002001140  
060270002001141  
060270002001142  
060270002001143

Option 6  
GEOID20s for all census blocks for each district - p. 020

060270002001144  
060270002001145  
060270002001146  
060270002001147  
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Option 6  
GEOID20s for all census blocks for each district - p. 021

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Option 6  
GEOID20s for all census blocks for each district - p. 022

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Option 6  
GEOID20s for all census blocks for each district - p. 023

060270005001136  
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Option 6  
GEOID20s for all census blocks for each district - p. 024

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060270005002092

District 5

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Option 6  
GEOID20s for all census blocks for each district - p. 025

060270002001177  
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Option 6  
GEOID20s for all census blocks for each district - p. 026

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Option 6  
GEOID20s for all census blocks for each district - p. 027

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Option 6  
GEOID20s for all census blocks for each district - p. 028

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Option 6  
GEOID20s for all census blocks for each district - p. 029

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Option 6  
GEOID20s for all census blocks for each district - p. 030

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Option 6  
GEOID20s for all census blocks for each district - p. 031

060270005001470  
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Option 6  
GEOID20s for all census blocks for each district - p. 032

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Option 6  
GEOID20s for all census blocks for each district - p. 033

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Option 6  
GEOID20s for all census blocks for each district - p. 034

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Option 6  
GEOID20s for all census blocks for each district - p. 035

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Option 6  
GEOID20s for all census blocks for each district - p. 036

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Option 6  
GEOID20s for all census blocks for each district - p. 037

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Option 6  
GEOID20s for all census blocks for each district - p. 038

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Option 6  
GEOID20s for all census blocks for each district - p. 039

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060270008002128

Option 6  
GEOID20s for all census blocks for each district - p. 040

060270008002129  
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060270008002176

Option 6  
GEOID20s for all census blocks for each district - p. 041

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Option 6  
GEOID20s for all census blocks for each district - p. 042

060270008002225  
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Option 6  
GEOID20s for all census blocks for each district - p. 043

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Option 6  
GEOID20s for all census blocks for each district - p. 044

060270008002321  
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Option 6  
GEOID20s for all census blocks for each district - p. 045

060270008002369  
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Option 6  
GEOID20s for all census blocks for each district - p. 046

060270008002417  
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060270008002464

Option 6  
GEOID20s for all census blocks for each district - p. 047

060270008002465  
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Option 6  
GEOID20s for all census blocks for each district - p. 048

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Option 6  
GEOID20s for all census blocks for each district - p. 049

060270008002561  
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060270008002564  
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060270008003032



Option 6  
GEOID20s for all census blocks for each district - p. 050

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Option 6  
GEOID20s for all census blocks for each district - p. 051

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Option 6  
GEOID20s for all census blocks for each district - p. 052

060270008004091  
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060270008004093  
060270008004094  
060270008004095  
060270008004096  
060270008004097  
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060270008004099  
060270008004100

Option 7  
GEOID20s for all census blocks for each district - p. 001

District 1

060270001001067  
060270001001068  
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060270001002049  
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060270002001044

Option 7  
GEOID20s for all census blocks for each district - p. 002

060270002001045  
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060270002001053  
060270002001062  
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060270002001177  
060270002001178

Option 7  
GEOID20s for all census blocks for each district - p. 003

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060270002002050  
060270002002051

Option 7  
GEOID20s for all census blocks for each district - p. 004

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060270003001029  
060270003002006

Option 7  
GEOID20s for all census blocks for each district - p. 005

060270004001000  
060270004001001  
060270004001002  
060270004002002  
060270008001001

District 2

060270001001098  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
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060270004002040



Option 7  
GEOID20s for all census blocks for each district - p. 006

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060270004003014  
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060270004003016  
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060270004003035

Option 7  
GEOID20s for all census blocks for each district - p. 007

060270004003036  
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060270004003038  
060270004003039  
060270004003040  
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060270004004002  
060270004004003  
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060270004004005  
060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270002001185  
060270003001000  
060270003001005  
060270003001006  
060270003001007  
060270003001008  
060270003001009  
060270003001010  
060270003001011  
060270003001012  
060270003001013  
060270003001016  
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060270003002001  
060270003002002  
060270003002003  
060270003002004  
060270003002005  
060270004001003  
060270004001004  
060270004001005  
060270004001006  
060270004001007  
060270004001008  
060270004001009  
060270004001010

Option 7  
GEOID20s for all census blocks for each district - p. 008

060270004001011  
060270004001012  
060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
060270004001020  
060270004001021  
060270004001022  
060270004001023  
060270004001024  
060270004001025  
060270004001026  
060270004002009  
060270004002010  
060270004002023

District 4

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
060270001001008  
060270001001009  
060270001001010  
060270001001011  
060270001001012  
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060270001001016  
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060270001001025  
060270001001026

Option 7  
GEOID20s for all census blocks for each district - p. 009

060270001001027  
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060270001001092  
060270001001093  
060270001001094  
060270001001095

Option 7  
GEOID20s for all census blocks for each district - p. 010

060270001001096  
060270001001097  
060270001001099  
060270001001100  
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060270001001146  
060270001001147  
060270001001148  
060270001001149

Option 7  
GEOID20s for all census blocks for each district - p. 011

060270001001150  
060270001001151  
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060270001001153  
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060270001002018  
060270001002019  
060270001002020  
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060270001002022  
060270001002023  
060270001002028  
060270001002029  
060270001002033  
060270001002045  
060270001002046  
060270002001000  
060270002001001  
060270002001002  
060270002001003  
060270002001004  
060270002001005  
060270002001006  
060270002001007

Option 7  
GEOID20s for all census blocks for each district - p. 012

060270002001008  
060270002001009  
060270002001010  
060270002001011  
060270002001012  
060270002001013  
060270002001014  
060270002001015  
060270002001016  
060270002001017  
060270002001018  
060270002001019  
060270002001020  
060270002001021  
060270002001022  
060270002001023  
060270002001024  
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060270002001058  
060270002001059

Option 7  
GEOID20s for all census blocks for each district - p. 013

060270002001060  
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060270002001063  
060270002001064  
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060270002001066  
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060270002001070  
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060270002001106  
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060270002001108  
060270002001109



Option 7  
GEOID20s for all census blocks for each district - p. 014

060270002001110  
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060270002001112  
060270002001113  
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060270002002015  
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060270002002026  
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060270002002029  
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Option 7  
GEOID20s for all census blocks for each district - p. 015

060270002002031  
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060270002002033  
060270002002034  
060270002002035  
060270002002036  
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060270002002109  
060270002002110  
060270002002111  
060270002002112  
060270002002113  
060270002002114  
060270002002115

Option 7  
GEOID20s for all census blocks for each district - p. 016

060270002002116  
060270002002117  
060270002002118  
060270002002122  
060270002002123  
060270002002124  
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060270003002008  
060270003002009  
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060270004002054  
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060270004002058  
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060270005001005  
060270005001006  
060270005001007  
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060270005001011  
060270005001012  
060270005001013  
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060270005001015  
060270005001016  
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060270005001019  
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060270005001027  
060270005001028

Option 7  
GEOID20s for all census blocks for each district - p. 017

060270005001029  
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060270005001033  
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060270005001059  
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060270005001076  
060270005001077

Option 7  
GEOID20s for all census blocks for each district - p. 018

060270005001078  
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060270005001080  
060270005001081  
060270005001082  
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060270005001127

Option 7  
GEOID20s for all census blocks for each district - p. 019

060270005001128  
060270005001129  
060270005001130  
060270005001131  
060270005001132  
060270005001133  
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060270005001175

Option 7  
GEOID20s for all census blocks for each district - p. 020

060270005001176  
060270005001177  
060270005001178  
060270005001179  
060270005001180  
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060270005001182  
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060270005001251

Option 7  
GEOID20s for all census blocks for each district - p. 021

060270005001252  
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060270005001256  
060270005001257  
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060270005001375  
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060270005001497  
060270005001498



Option 7  
GEOID20s for all census blocks for each district - p. 022

060270005001499  
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060270005002030  
060270005002031  
060270005002032  
060270005002033

Option 7  
GEOID20s for all census blocks for each district - p. 023

060270005002034  
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060270005002036  
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060270005002076  
060270005002077  
060270005002078  
060270005002079  
060270005002080  
060270005002081

Option 7  
GEOID20s for all census blocks for each district - p. 024

060270005002082  
060270005002083  
060270005002084  
060270005002085  
060270005002086  
060270005002087  
060270005002088  
060270005002089  
060270005002090  
060270005002091  
060270005002092  
060270005002093  
060270005002094

District 5

060270005001050  
060270005001099  
060270005001100  
060270005001217  
060270005001218  
060270005001219  
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Option 7  
GEOID20s for all census blocks for each district - p. 025

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Option 7  
GEOID20s for all census blocks for each district - p. 026

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Option 7  
GEOID20s for all census blocks for each district - p. 027

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Option 7  
GEOID20s for all census blocks for each district - p. 028

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Option 7  
GEOID20s for all census blocks for each district - p. 029

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Option 7  
GEOID20s for all census blocks for each district - p. 030

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Option 7  
GEOID20s for all census blocks for each district - p. 031

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Option 7  
GEOID20s for all census blocks for each district - p. 032

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Option 7  
GEOID20s for all census blocks for each district - p. 033

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Option 7  
GEOID20s for all census blocks for each district - p. 034

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Option 7  
GEOID20s for all census blocks for each district - p. 035

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Option 7  
GEOID20s for all census blocks for each district - p. 036

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Option 7  
GEOID20s for all census blocks for each district - p. 037

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Option 7  
GEOID20s for all census blocks for each district - p. 038

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Option 7  
GEOID20s for all census blocks for each district - p. 039

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Option 7  
GEOID20s for all census blocks for each district - p. 040

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Option 7  
GEOID20s for all census blocks for each district - p. 041

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Option 7  
GEOID20s for all census blocks for each district - p. 042

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Option 7  
GEOID20s for all census blocks for each district - p. 043

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Option 7  
GEOID20s for all census blocks for each district - p. 044

060270008002362  
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Option 7  
GEOID20s for all census blocks for each district - p. 045

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Option 7  
GEOID20s for all census blocks for each district - p. 046

060270008002458  
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060270008002504  
060270008002505

Option 7  
GEOID20s for all census blocks for each district - p. 047

060270008002506  
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060270008002509  
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Option 7  
GEOID20s for all census blocks for each district - p. 048

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060270008003001  
060270008003002  
060270008003003  
060270008003004  
060270008003005  
060270008003006

Option 7  
GEOID20s for all census blocks for each district - p. 049

060270008003007  
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060270008003009  
060270008003010  
060270008003011  
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060270008003054

Option 7  
GEOID20s for all census blocks for each district - p. 050

060270008003055  
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060270008003058  
060270008003059  
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060270008004001  
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060270008004003  
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060270008004041  
060270008004042

Option 7  
GEOID20s for all census blocks for each district - p. 051

060270008004043  
060270008004044  
060270008004045  
060270008004046  
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060270008004051  
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060270008004090

Option 7  
GEOID20s for all census blocks for each district - p. 052

060270008004091  
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060270008004093  
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060270008004095  
060270008004096  
060270008004097  
060270008004098  
060270008004099  
060270008004100

Option 8a  
GEOID20s for all census blocks for each district - p. 001

District 1

060270001001067  
060270001001068  
060270001001069  
060270001001070  
060270001001071  
060270001001072  
060270001001073  
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060270001001114  
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060270001002014  
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060270001002017  
060270001002018  
060270001002019  
060270001002020  
060270001002021  
060270001002022



Option 8a  
GEOID20s for all census blocks for each district - p. 002

060270001002023  
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060270001002025  
060270001002026  
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060270002001006  
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060270002001015  
060270002001016  
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060270002001018  
060270002001019

Option 8a  
GEOID20s for all census blocks for each district - p. 003

060270002001020  
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060270002001022  
060270002001023  
060270002001024  
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060270002001066  
060270002001067

Option 8a  
GEOID20s for all census blocks for each district - p. 004

060270002001068  
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060270002001112  
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060270002001114  
060270002001115

Option 8a  
GEOID20s for all census blocks for each district - p. 005

060270002001116  
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060270002001118  
060270002001119  
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060270002001163

Option 8a  
GEOID20s for all census blocks for each district - p. 006

060270002001164  
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060270002002009  
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060270002002011  
060270002002012

Option 8a  
GEOID20s for all census blocks for each district - p. 007

060270002002013  
060270002002014  
060270002002017  
060270002002018  
060270002002019  
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060270002002084  
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060270002002120  
060270002002121  
060270002002126  
060270003001001

Option 8a  
GEOID20s for all census blocks for each district - p. 008

060270003001002  
060270003001003  
060270003001004  
060270003001014  
060270003001015  
060270004001000  
060270004001001  
060270004001002  
060270004002002

District 2

060270001001098  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
060270004002005  
060270004002006  
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060270004002014  
060270004002015  
060270004002016  
060270004002017  
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Option 8a  
GEOID20s for all census blocks for each district - p. 009

060270004002038  
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Option 8a  
GEOID20s for all census blocks for each district - p. 010

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060270004004003  
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060270004004005  
060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270002001185  
060270003001000  
060270003001005  
060270003001006  
060270003001007  
060270003001008  
060270003001009  
060270003001010  
060270003001011  
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060270003001013  
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060270003002001  
060270003002002  
060270003002003  
060270003002004  
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060270004001003  
060270004001004  
060270004001005  
060270004001006

Option 8a  
GEOID20s for all census blocks for each district - p. 011

060270004001007  
060270004001008  
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060270004001010  
060270004001011  
060270004001012  
060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
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060270004001021  
060270004001022  
060270004001023  
060270004001024  
060270004001025  
060270004001026  
060270004002009  
060270004002010  
060270004002023  
060270004002053  
060270004002054  
060270004002055  
060270004002057  
060270004002058  
060270004002060

District 4

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006  
060270001001007  
060270001001008  
060270001001009  
060270001001010  
060270001001011  
060270001001012  
060270001001013  
060270001001014  
060270001001015  
060270001001016

Option 8a  
GEOID20s for all census blocks for each district - p. 012

060270001001017  
060270001001018  
060270001001019  
060270001001020  
060270001001021  
060270001001022  
060270001001023  
060270001001024  
060270001001025  
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060270001001029  
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060270001001062  
060270001001063  
060270001001064

Option 8a  
GEOID20s for all census blocks for each district - p. 013

060270001001065  
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060270001001135  
060270001001136  
060270001001137  
060270001001138  
060270001001139

Option 8a  
GEOID20s for all census blocks for each district - p. 014

060270001001140  
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060270001001142  
060270001001143  
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060270002002002  
060270002002003  
060270002002004  
060270002002005  
060270002002015  
060270002002016  
060270002002020  
060270002002021  
060270002002022  
060270002002023  
060270002002024  
060270002002025  
060270002002026  
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060270002002034  
060270002002035  
060270002002036  
060270002002037  
060270002002047  
060270002002075

Option 8a  
GEOID20s for all census blocks for each district - p. 015

060270002002076  
060270002002077  
060270002002078  
060270002002079  
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060270002002085  
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060270002002104  
060270002002105  
060270002002106  
060270002002107  
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060270002002109  
060270002002110  
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060270002002115  
060270002002116  
060270002002117  
060270002002118  
060270002002122  
060270002002123  
060270002002124  
060270002002125  
060270003001017  
060270003001018

Option 8a  
GEOID20s for all census blocks for each district - p. 016

060270003001019  
060270003001020  
060270003001021  
060270003001022  
060270003001023  
060270003001024  
060270003001025  
060270003001026  
060270003001027  
060270003001028  
060270003001029  
060270003002006  
060270003002007  
060270003002008  
060270003002009  
060270004002042  
060270004003004  
060270005001000  
060270005001001  
060270005001002  
060270005001003  
060270005001004  
060270005001005  
060270005001006  
060270005001007  
060270005001008  
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060270005001010  
060270005001011  
060270005001012  
060270005001013  
060270005001014  
060270005001015  
060270005001016  
060270005001017  
060270005001018  
060270005001019  
060270005001020  
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060270005001023  
060270005001024  
060270005001025  
060270005001026  
060270005001027  
060270005001028  
060270005001029  
060270005001030

Option 8a  
GEOID20s for all census blocks for each district - p. 017

060270005001031  
060270005001032  
060270005001033  
060270005001034  
060270005001035  
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060270005001039  
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060270005001076  
060270005001077  
060270005001078  
060270005001079



Option 8a  
GEOID20s for all census blocks for each district - p. 018

060270005001080  
060270005001081  
060270005001082  
060270005001083  
060270005001084  
060270005001085  
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060270005001121  
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060270005001123  
060270005001124  
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060270005001126  
060270005001127  
060270005001128  
060270005001129

Option 8a  
GEOID20s for all census blocks for each district - p. 019

060270005001130  
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060270005001132  
060270005001133  
060270005001134  
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060270005001138  
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060270005001170  
060270005001171  
060270005001172  
060270005001173  
060270005001174  
060270005001175  
060270005001176  
060270005001177

Option 8a  
GEOID20s for all census blocks for each district - p. 020

060270005001178  
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060270005001180  
060270005001181  
060270005001182  
060270005001183  
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060270005001186  
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060270005001245  
060270005001246  
060270005001247

Option 8a  
GEOID20s for all census blocks for each district - p. 021

060270005001248  
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060270005001250  
060270005001251  
060270005001252  
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060270005001473  
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Option 8a  
GEOID20s for all census blocks for each district - p. 022

060270005001475  
060270005001476  
060270005001477  
060270005001478  
060270005001479  
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060270005001483  
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060270005002002  
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060270005002004  
060270005002005  
060270005002006  
060270005002007  
060270005002008  
060270005002009

Option 8a  
GEOID20s for all census blocks for each district - p. 023

060270005002010  
060270005002011  
060270005002012  
060270005002013  
060270005002014  
060270005002015  
060270005002016  
060270005002017  
060270005002018  
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060270005002057

Option 8a  
GEOID20s for all census blocks for each district - p. 024

060270005002058  
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060270005002060  
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060270005002094

District 5

060270005001050  
060270005001099  
060270005001100  
060270005001217  
060270005001218  
060270005001223  
060270005001224  
060270005001225  
060270005001226

Option 8a  
GEOID20s for all census blocks for each district - p. 025

060270005001227  
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060270005001304  
060270005001305



Option 8a  
GEOID20s for all census blocks for each district - p. 026

060270005001306  
060270005001307  
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060270005001353

Option 8a  
GEOID20s for all census blocks for each district - p. 027

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060270005001402  
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060270005001404  
060270005001405

Option 8a  
GEOID20s for all census blocks for each district - p. 028

060270005001406  
060270005001407  
060270005001408  
060270005001409  
060270005001410  
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060270005001452  
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060270005001454  
060270005001458

Option 8a  
GEOID20s for all census blocks for each district - p. 029

060270005001459  
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060270008001000  
060270008001001  
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060270008001004  
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Option 8a  
GEOID20s for all census blocks for each district - p. 030

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Option 8a  
GEOID20s for all census blocks for each district - p. 031

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Option 8a  
GEOID20s for all census blocks for each district - p. 032

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Option 8a  
GEOID20s for all census blocks for each district - p. 033

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Option 8a  
GEOID20s for all census blocks for each district - p. 034

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Option 8a  
GEOID20s for all census blocks for each district - p. 035

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Option 8a  
GEOID20s for all census blocks for each district - p. 036

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Option 8a  
GEOID20s for all census blocks for each district - p. 037

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Option 8a  
GEOID20s for all census blocks for each district - p. 038

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Option 8a  
GEOID20s for all census blocks for each district - p. 039

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Option 8a  
GEOID20s for all census blocks for each district - p. 040

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Option 8a  
GEOID20s for all census blocks for each district - p. 041

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Option 8a  
GEOID20s for all census blocks for each district - p. 042

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Option 8a  
GEOID20s for all census blocks for each district - p. 043

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Option 8a  
GEOID20s for all census blocks for each district - p. 044

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Option 8a  
GEOID20s for all census blocks for each district - p. 045

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Option 8a  
GEOID20s for all census blocks for each district - p. 046

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Option 8a  
GEOID20s for all census blocks for each district - p. 047

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Option 8a  
GEOID20s for all census blocks for each district - p. 048

060270008002555  
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060270008002577  
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060270008002579  
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060270008002582  
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060270008002584  
060270008002585  
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060270008002587  
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060270008003003  
060270008003004  
060270008003005  
060270008003006  
060270008003007

Option 8a  
GEOID20s for all census blocks for each district - p. 049

060270008003008  
060270008003009  
060270008003010  
060270008003011  
060270008003012  
060270008003013  
060270008003014  
060270008003015  
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060270008003018  
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060270008003052  
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060270008003054  
060270008003055



Option 8a  
GEOID20s for all census blocks for each district - p. 050

060270008003056  
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060270008003058  
060270008003059  
060270008004000  
060270008004001  
060270008004002  
060270008004003  
060270008004004  
060270008004005  
060270008004006  
060270008004007  
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060270008004010  
060270008004011  
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060270008004014  
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060270008004037  
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060270008004040  
060270008004041  
060270008004042  
060270008004043

Option 8a  
GEOID20s for all census blocks for each district - p. 051

060270008004044  
060270008004045  
060270008004046  
060270008004047  
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060270008004049  
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060270008004051  
060270008004052  
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060270008004088  
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060270008004090  
060270008004091

Option 8a  
GEOID20s for all census blocks for each district - p. 052

060270008004092  
060270008004093  
060270008004094  
060270008004095  
060270008004096  
060270008004097  
060270008004098  
060270008004099  
060270008004100

Option 8b  
GEOID20s for all census blocks for each district - p. 001

District 1

060270001001067  
060270001001068  
060270001001069  
060270001001070  
060270001001071  
060270001001072  
060270001001073  
060270001001074  
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060270001001087  
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060270001002002  
060270001002003  
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060270001002006  
060270001002007  
060270001002008  
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060270001002010  
060270001002011  
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060270001002014  
060270001002015  
060270001002016  
060270001002017  
060270001002018  
060270001002019  
060270001002020  
060270001002021  
060270001002022

Option 8b  
GEOID20s for all census blocks for each district - p. 002

060270001002023  
060270001002024  
060270001002025  
060270001002026  
060270001002027  
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060270001002030  
060270001002031  
060270001002032  
060270001002033  
060270001002034  
060270001002035  
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060270002001012  
060270002001013  
060270002001014  
060270002001015  
060270002001016  
060270002001017  
060270002001018  
060270002001019

Option 8b  
GEOID20s for all census blocks for each district - p. 003

060270002001020  
060270002001021  
060270002001022  
060270002001023  
060270002001024  
060270002001025  
060270002001026  
060270002001027  
060270002001028  
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060270002001062  
060270002001063  
060270002001064  
060270002001065  
060270002001066  
060270002001067

Option 8b  
GEOID20s for all census blocks for each district - p. 004

060270002001068  
060270002001069  
060270002001070  
060270002001071  
060270002001072  
060270002001073  
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060270002001076  
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060270002001104  
060270002001105  
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060270002001108  
060270002001109  
060270002001110  
060270002001111  
060270002001112  
060270002001113  
060270002001114  
060270002001115

Option 8b  
GEOID20s for all census blocks for each district - p. 005

060270002001116  
060270002001117  
060270002001118  
060270002001119  
060270002001120  
060270002001121  
060270002001122  
060270002001123  
060270002001124  
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060270002001159  
060270002001160  
060270002001161  
060270002001162  
060270002001163



Option 8b  
GEOID20s for all census blocks for each district - p. 006

060270002001164  
060270002001165  
060270002001166  
060270002001167  
060270002001168  
060270002001169  
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060270002001172  
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060270002001204  
060270002001205  
060270002002006  
060270002002007  
060270002002008  
060270002002009  
060270002002010  
060270002002011  
060270002002012

Option 8b  
GEOID20s for all census blocks for each district - p. 007

060270002002013  
060270002002014  
060270002002017  
060270002002018  
060270002002019  
060270002002028  
060270002002038  
060270002002039  
060270002002040  
060270002002041  
060270002002042  
060270002002043  
060270002002044  
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060270002002072  
060270002002073  
060270002002074  
060270002002084  
060270002002119  
060270002002120  
060270002002121  
060270002002126  
060270003001001

Option 8b  
GEOID20s for all census blocks for each district - p. 008

060270003001002  
060270003001003  
060270003001004  
060270003001014  
060270003001015  
060270003002006  
060270004001000  
060270004001001  
060270004001002  
060270004002002

District 2

060270001001098  
060270001001110  
060270001001111  
060270004002000  
060270004002001  
060270004002003  
060270004002004  
060270004002005  
060270004002006  
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060270004002018  
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060270004002029  
060270004002030  
060270004002031  
060270004002032  
060270004002033  
060270004002034  
060270004002035  
060270004002036

Option 8b  
GEOID20s for all census blocks for each district - p. 009

060270004002037  
060270004002038  
060270004002039  
060270004002040  
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060270004002046  
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060270004003011  
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060270004003016  
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060270004003027  
060270004003028  
060270004003029  
060270004003030  
060270004003031

Option 8b  
GEOID20s for all census blocks for each district - p. 010

060270004003032  
060270004003033  
060270004003034  
060270004003035  
060270004003036  
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060270004003038  
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060270004004003  
060270004004004  
060270004004005  
060270004004006  
060270004004007  
060270004004008  
060270004004009  
060270004004010  
060270004004011  
060270004004012  
060270004004013

District 3

060270002001185  
060270003001000  
060270003001005  
060270003001006  
060270003001007  
060270003001008  
060270003001009  
060270003001010  
060270003001011  
060270003001012  
060270003001013  
060270003001016  
060270003001017  
060270003001018  
060270003001019  
060270003001020  
060270003001021  
060270003001022  
060270003001023  
060270003001024  
060270003001025  
060270003001026

Option 8b  
GEOID20s for all census blocks for each district - p. 011

060270003001027  
060270003001028  
060270003001029  
060270003001030  
060270003002000  
060270003002001  
060270004001003  
060270004001004  
060270004001005  
060270004001006  
060270004001007  
060270004001008  
060270004001009  
060270004001010  
060270004001011  
060270004001012  
060270004001013  
060270004001014  
060270004001015  
060270004001016  
060270004001017  
060270004001018  
060270004001019  
060270004001020  
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060270004001023  
060270004001024  
060270004001025  
060270004001026  
060270004002009  
060270004002010  
060270004002023  
060270004002053  
060270004002054  
060270004002055  
060270004002057  
060270004002058  
060270004002060

District 4

060270001001000  
060270001001001  
060270001001002  
060270001001003  
060270001001004  
060270001001005  
060270001001006

Option 8b  
GEOID20s for all census blocks for each district - p. 012

060270001001007  
060270001001008  
060270001001009  
060270001001010  
060270001001011  
060270001001012  
060270001001013  
060270001001014  
060270001001015  
060270001001016  
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060270001001046  
060270001001047  
060270001001048  
060270001001049  
060270001001050  
060270001001051  
060270001001052  
060270001001053  
060270001001054

Option 8b  
GEOID20s for all census blocks for each district - p. 013

060270001001055  
060270001001056  
060270001001057  
060270001001058  
060270001001059  
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060270001001126  
060270001001127  
060270001001128  
060270001001129



Option 8b  
GEOID20s for all census blocks for each district - p. 014

060270001001130  
060270001001131  
060270001001132  
060270001001133  
060270001001134  
060270001001135  
060270001001136  
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060270001001138  
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060270002002024  
060270002002025  
060270002002026  
060270002002027  
060270002002029

Option 8b  
GEOID20s for all census blocks for each district - p. 015

060270002002030  
060270002002031  
060270002002032  
060270002002033  
060270002002034  
060270002002035  
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060270002002047  
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060270002002078  
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060270002002081  
060270002002082  
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060270002002085  
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060270002002114

Option 8b  
GEOID20s for all census blocks for each district - p. 016

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Option 8b  
GEOID20s for all census blocks for each district - p. 017

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Option 8b  
GEOID20s for all census blocks for each district - p. 018

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Option 8b  
GEOID20s for all census blocks for each district - p. 019

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060270005001177

Option 8b  
GEOID20s for all census blocks for each district - p. 020

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Option 8b  
GEOID20s for all census blocks for each district - p. 021

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Option 8b  
GEOID20s for all census blocks for each district - p. 022

060270005001475  
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Option 8b  
GEOID20s for all census blocks for each district - p. 023

060270005002010  
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Option 8b  
GEOID20s for all census blocks for each district - p. 024

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District 5

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Option 8b  
GEOID20s for all census blocks for each district - p. 025

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Option 8b  
GEOID20s for all census blocks for each district - p. 026

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Option 8b  
GEOID20s for all census blocks for each district - p. 027

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Option 8b  
GEOID20s for all census blocks for each district - p. 028

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Option 8b  
GEOID20s for all census blocks for each district - p. 029

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Option 8b  
GEOID20s for all census blocks for each district - p. 030

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Option 8b  
GEOID20s for all census blocks for each district - p. 031

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Option 8b  
GEOID20s for all census blocks for each district - p. 032

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Option 8b  
GEOID20s for all census blocks for each district - p. 033

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Option 8b  
GEOID20s for all census blocks for each district - p. 034

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Option 8b  
GEOID20s for all census blocks for each district - p. 035

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Option 8b  
GEOID20s for all census blocks for each district - p. 036

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Option 8b  
GEOID20s for all census blocks for each district - p. 037

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Option 8b  
GEOID20s for all census blocks for each district - p. 038

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Option 8b  
GEOID20s for all census blocks for each district - p. 039

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Option 8b  
GEOID20s for all census blocks for each district - p. 040

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Option 8b  
GEOID20s for all census blocks for each district - p. 041

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Option 8b  
GEOID20s for all census blocks for each district - p. 042

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Option 8b  
GEOID20s for all census blocks for each district - p. 043

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Option 8b  
GEOID20s for all census blocks for each district - p. 044

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Option 8b  
GEOID20s for all census blocks for each district - p. 045

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Option 8b  
GEOID20s for all census blocks for each district - p. 046

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Option 8b  
GEOID20s for all census blocks for each district - p. 047

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Option 8b  
GEOID20s for all census blocks for each district - p. 048

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Option 8b  
GEOID20s for all census blocks for each district - p. 049

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Option 8b  
GEOID20s for all census blocks for each district - p. 050

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Option 8b  
GEOID20s for all census blocks for each district - p. 051

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Option 8b  
GEOID20s for all census blocks for each district - p. 052

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# Agenda

## County of Inyo Board of Equalization

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

**NOTICE TO THE PUBLIC:** In order to minimize the spread of the COVID-19 virus, Governor Newsom signed Assembly Bill 361 – Brown Act: Remote Meetings During a State of Emergency that suspends certain requirements of the Brown Act. Please be advised that the Board of Supervisors Chambers are closed to the public, and the Board will be conducting its meetings online.

Board Members and Staff will participate via Zoom webinar, accessible to the public at <https://zoom.us/j/868254781>. Individuals will be asked to provide their name and an email address in order to access the videoconference. Anyone who does not want to provide their email address may use the following generic, non-functioning address to gain access: [donotreply@inyocounty.us](mailto:donotreply@inyocounty.us).

The meeting may also be accessed by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799. Webinar ID: 868 254 781.

Anyone wishing to make either a general public comment or a comment on a specific agenda item prior to the meeting or as the item is being heard, may do so either in writing or by utilizing the Zoom "hand-raising" feature when appropriate during the meeting (the Chair will call on those who wish to speak). Generally, speakers are limited to three minutes. Written public comment, limited to **250 words or less**, may be emailed to the Assistant Clerk of the Board at [boardclerk@inyocounty.us](mailto:boardclerk@inyocounty.us). Your comments may or may not be read aloud, but all comments will be made a part of the record. Please make sure to submit a separate email for each item that you wish to comment upon.

### December 14, 2021

- 1:00 p.m.**
1. **MINUTE APPROVAL** – Request approval of the minutes of the Board of Equalization meeting of December 7, 2021.
  2. **OATHS** – The Assistant Clerk of the Board will administer oaths to all parties planning to provide testimony during today's proceedings, as well as anyone who will give evidence during the assessment appeal hearing.
  3. **ASSESSMENT APPEAL HEARING** to consider Assessment Appeal No. 2020-10, concerning Assessor Parcel No. 5530100380, submitted by Alpine Signs.
  4. **ASSESSMENT APPEAL HEARING** to consider Assessment Appeal No. 2021-03, concerning Assessor Parcel No. 0082800000, submitted by Gary Elrod.
  5. **ADJOURN**



# MINUTES

# County of Inyo Board of EQUALIZATION

December 7, 2021

The Board of Equalization of the County of Inyo, State of California, met in regular session at the hour of 1:23 p.m., on Tuesday, December 7, 2021, in the Board of Supervisors Room, at the County Administrative Center, in Independence, with the following Board Members present via teleconference: Supervisor Jeff Griffiths, presiding, Dan Totheroh, Rick Pucci, Jennifer Roeser, and Matt Kingsley. Also present: County Administrator Clint Quilter, County Counsel John Vallejo, Deputy County Counsel Grace Chuchla, and Assistant Clerk of the Board Darcy Ellis.

Election of Officers      Moved by Supervisor Kingsley and seconded by Supervisor Roeser to elect Supervisor Griffiths the Chairperson of the Board of Equalization for Calendar Year 2021. Motion carried unanimously 4-0, with Supervisor Pucci absent at the time of the vote.

Moved by Supervisor Roeser and seconded by Supervisor Kingsley to elect Supervisor Totheroh the Vice Chairperson of the Board of Equalization for Calendar Year 2021. Motion carried unanimously.

Approval of Minutes      Moved by Supervisor Kingsley and seconded by Supervisor Pucci to approve the minutes of the Board of Equalization meeting of December 15, 2020. Motion carried unanimously.

Oaths                      The Assistant Clerk of the Board administered oaths to Ms. Allison Krohn, Auditor-Appraiser with the Assessor's Office; and Mr. Mark Stevens, appellant.

Assessment Appeal Hearing – No. 2020-07 Denied      County Counsel John Vallejo read aloud Assessment Appeal No. 2020-07, concerning Assessor Parcel No. 023-210-0802, submitted by Mark Stevens. Mr. Stevens then stated his case (he had separately provided an emailed statement that was distributed to the Board) for a 19% discount on his 2020 assessment. He explained that due to a gate closure, he was unable to access the property in question or receive services from the County from March through June, 2020. On behalf of the Assessor's Office, Deputy County Counsel Grace Chuchla presented the Assessor's case. She explained that property taxes are not based on services, and the Assessor's Office does not have the authority to grant a reduced assessment due to access restrictions caused by COVID-19. The Chair closed the evidentiary portion of the hearing. Moved by Supervisor Kingsley and seconded by Supervisor Roeser to deny Assessment Appeal No. 2020-07. Motion carried unanimously.

Adjournment              The Chairperson adjourned the Board of Equalization meeting at 1:41 p.m.

\_\_\_\_\_  
*Chairperson, Inyo County Board of Equalization*

Attest: *LESLIE L. CHAPMAN*  
*Clerk of the Board*

by: \_\_\_\_\_  
*Darcy Ellis, Assistant*

**ASSESSMENT APPEAL APPLICATION**

This form contains all of the requests for information that are required for filing an application for changed assessment. Failure to complete this application may result in rejection of the application and/or denial of the appeal. Applicants should be prepared to submit additional information if requested by the assessor or at the time of the hearing. Failure to provide information at the hearing the appeals board considers necessary may result in the continuance of the hearing or denial of the appeal. **Do not attach hearing evidence to this application.**

Mail to: Inyo County Clerk of the Board  
 County Administrative Center  
 P.O. Drawer N  
 Independence, CA 93526  
 Phone (760) 878-0373

APPLICATION NUMBER: Clerk Use Only  
 2020-10

**1. APPLICANT INFORMATION - PLEASE PRINT**

NAME OF APPLICANT (LAST, FIRST, MIDDLE INITIAL), BUSINESS, OR TRUST NAME: Alpine Signs DBA Official 395 Store EMAIL ADDRESS: mail@alpineSigns.com  
 MAILING ADDRESS OF APPLICANT (STREET ADDRESS OR P. O. BOX): PO Box 1017  
 CITY: Bishop STATE: CA ZIP CODE: 93515 DAYTIME TELEPHONE: (760) 873-5078 ALTERNATE TELEPHONE: (760) 920-8397 FAX TELEPHONE: ( )

**2. CONTACT INFORMATION - AGENT, ATTORNEY, OR RELATIVE OF APPLICANT if applicable - (REPRESENTATION IS OPTIONAL)**

NAME OF AGENT, ATTORNEY, OR RELATIVE (LAST, FIRST, MIDDLE INITIAL): TODD, Joe & Caryn EMAIL ADDRESS: mail@alpineSigns.com  
 COMPANY NAME: Alpine Signs / official 395 store  
 CONTACT PERSON IF OTHER THAN ABOVE (LAST, FIRST, MIDDLE INITIAL): \_\_\_\_\_  
 MAILING ADDRESS (STREET ADDRESS OR P. O. BOX): PO Box 1017  
 CITY: Bishop STATE: CA ZIP CODE: 93515 DAYTIME TELEPHONE: (760) 873-5078 ALTERNATE TELEPHONE: (760) 920-8397 FAX TELEPHONE: ( )

**AUTHORIZATION OF AGENT**  AUTHORIZATION ATTACHED  
 The following information must be completed (or attached to this application - see instructions) unless the agent is a licensed California attorney as indicated in the Certification section, or a spouse, child, parent, registered domestic partner, or the person affected. If the applicant is a business entity, the agent's authorization must be signed by an officer or authorized employee of the business.  
 The person named in Section 2 above is hereby authorized to act as my agent in this application, and may inspect assessor's records, enter in stipulation agreements, and otherwise settle issues relating to this application.  
 SIGNATURE OF APPLICANT, OFFICER, OR AUTHORIZED EMPLOYEE: Caryn Todd TITLE: Secretary DATE: 9-2-2020

**3. PROPERTY IDENTIFICATION INFORMATION**

Yes  No Is this property a single-family dwelling that is occupied as the principal place of residence by the owner?  
 ASSESSOR'S PARCEL NUMBER (if applicable): 5530100380 ASSESSMENT NUMBER (if applicable): 5530100380 ACCOUNT NUMBER OR TAX BILL NUMBER (if applicable): 58751  
 PROPERTY ADDRESS OR LOCATION:  Hwy 395 N. of Bishop, CA DOING BUSINESS AS (DBA), if appropriate: official 395 store

**PROPERTY TYPE**   SINGLE-FAMILY / CONDOMINIUM / TOWNHOUSE / DUPLEX  AGRICULTURAL  POSSESSORY INTEREST  
 MULTI-FAMILY/APARTMENTS: NO. OF UNITS \_\_\_\_\_  MANUFACTURED HOME  VACANT LAND  
 COMMERCIAL/INDUSTRIAL  WATER CRAFT  AIRCRAFT  OTHER: \_\_\_\_\_  
 BUSINESS PERSONAL PROPERTY/FIXTURES

4. VALUE	A. VALUE ON ROLL	B. APPLICANT'S OPINION OF VALUE	C. APPEALS BOARD USE ONLY
LAND	4,700	0	RECEIVED 2020 SEP -9 PM 12:00
IMPROVEMENTS/STRUCTURES	7,437	0	
FIXTURES			
PERSONAL PROPERTY (see instructions)			
MINERAL RIGHTS			
TREES & VINES			
OTHER <u>Possessory interest</u>		2,400 <sup>00</sup>	
TOTAL			
PENALTIES (amount or percent)			

5. TYPE OF ASSESSMENT BEING APPEALED  Check only one. See instructions for filing periods

- REGULAR ASSESSMENT - VALUE AS OF JANUARY 1 OF THE CURRENT YEAR
  - SUPPLEMENTAL ASSESSMENT
  - ROLL CHANGE  ESCAPE ASSESSMENT  CALAMITY REASSESSMENT  PENALTY ASSESSMENT
- \*DATE OF NOTICE: \_\_\_\_\_ ROLL YEAR: \_\_\_\_\_
- \*DATE OF NOTICE: \_\_\_\_\_ \*\*ROLL YEAR: \_\_\_\_\_
- \*Must attach copy of notice or bill, where applicable      \*\*Each roll year requires a separate application*

6. REASON FOR FILING APPEAL (FACTS)

See instructions before completing this section.

If you are uncertain of which item to check, please check "I. OTHER" and provide a brief explanation of your reasons for filing this application. The reasons that I rely upon to support requested changes in value are as follows:

- A. DECLINE IN VALUE
  - The assessor's roll value exceeds the market value as of January 1 of the current year.
- B. CHANGE IN OWNERSHIP
  - 1. No change in ownership occurred on the date of \_\_\_\_\_.
  - 2. Base year value for the change in ownership established on the date of \_\_\_\_\_ is incorrect.
- C. NEW CONSTRUCTION
  - 1. No new construction occurred on the date of \_\_\_\_\_.
  - 2. Base year value for the completed new construction established on the date of \_\_\_\_\_ is incorrect.
  - 3. Value of construction in progress on January 1 is incorrect.
- D. CALAMITY REASSESSMENT
  - Assessor's reduced value is incorrect for property damaged by misfortune or calamity.
- E. BUSINESS PERSONAL PROPERTY/FIXTURES. Assessor's value of personal property and/or fixtures exceeds market value.
  - 1. All personal property/fixtures.
  - 2. Only a portion of the personal property/fixtures. Attach description of those items.
- F. PENALTY ASSESSMENT
  - Penalty assessment is not justified.
- G. CLASSIFICATION/ALLOCATION
  - 1. Classification of property is incorrect.
  - 2. Allocation of value of property is incorrect (e.g., between land and improvements).
- H. APPEAL AFTER AN AUDIT. Must include description of each property, issues being appealed, and your opinion of value.
  - 1. Amount of escape assessment is incorrect.
  - 2. Assessment of other property of the assessee at the location is incorrect.
- I. OTHER
  - Explanation (attach sheet if necessary) \_\_\_\_\_

7. WRITTEN FINDINGS OF FACTS ( \$ \_\_\_\_\_ per \_\_\_\_\_ )

- Are requested.  Are not requested.

8. THIS APPLICATION IS DESIGNATED AS A CLAIM FOR REFUND See instructions.

- Yes  No

See Attached.      Refund of \$ 105,600 is Due Back to Alpine Signs

CERTIFICATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing and all information hereon, including any accompanying statements or documents, is true, correct, and complete to the best of my knowledge and belief and that I am (1) the owner of the property or the person affected (i.e., a person having a direct economic interest in the payment of taxes on that property - "The Applicant"), (2) an agent authorized by the applicant under item 2 of this application, or (3) an attorney licensed to practice law in the State of California, State Bar Number \_\_\_\_\_, who has been retained by the applicant and has been authorized by that person to file this application.

SIGNATURE (Use Blue Pen - Original signature required on paper-filed application)	SIGNED AT (CITY, STATE)	DATE
<i>Caryn Todd</i>	Bishop	9-2-2020
NAME (Please Print)		
Caryn Todd		

FILING STATUS (IDENTIFY RELATIONSHIP TO APPLICANT NAMED IN SECTION 1)

- OWNER  AGENT  ATTORNEY  SPOUSE  REGISTERED DOMESTIC PARTNER  CHILD  PARENT  PERSON AFFECTED
- CORPORATE OFFICER OR DESIGNATED EMPLOYEE

**DECLARATION OF SERVICE**

I am employed in the County of Inyo, I am over the age of 18 years and I am not a party to the within entitled action. My business address is **P.O. Box N, Independence, CA 93526.**

On **October 6, 2021**, I served the foregoing document(s) described as follows:

**LETTER NOTIFYING TAXPAYER/AUTHORIZED AGENT OF TAX ASSESSMENT APPEAL HEARING; HEARING DATE CONFIRMATION NOTICE**

on the following parties in said action, as shown below,

**ALPINE SIGNS DBA OFFICIAL 395 STORE  
C/O JOE AND CARYN TODD  
P.O. BOX 1017  
BISHOP, CA 93515**

by the following means:

- (By Mail) I personally deposited said envelope(s) with the United States Postal Service at **Independence**, California, with first class postage thereon fully prepaid.
- (By Mail) I deposited such envelope(s) in the mail at **Independence**, California. I am readily familiar with the County's practice whereby the mail, after being placed in a designated area, is given the appropriate first class postage and is deposited with the United States Postal Service on that same day.
- (By Certified Mail) I personally deposited said envelope(s) with the United States Postal Service at **Independence**, California, with first class postage thereon fully prepaid.
- (By e-mail) to all e-mail addresses on the Service List attached.
- (By Personal Service) I caused such envelope(s) to be delivered personally to the office(s) of addressee(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATED: 10/06/21

  
\_\_\_\_\_  
Darcy Ellis, Assistant Clerk  
Inyo County Board of Equalization



EL CAMINO SIERRA

## BOARD OF EQUALIZATION COUNTY OF INYO

P. O. BOX N • INDEPENDENCE, CALIFORNIA 93526

TELEPHONE (760) 878-0373

e-mail: dellis@inyocounty.us

MEMBERS OF THE BOARD  
DAN TOTTEROH  
JEFF GRIFFITHS  
RICK PUCCI  
JENNIFER ROESER  
MATT KINGSLEY

LESLIE L. CHAPMAN  
*Clerk of the Board*

DARCY ELLIS  
*Assistant Clerk of the Board*

October 6, 2021

Alpine Signs dba Official 395 Store  
c/o Joe and Caryn Todd  
P.O. Box 1017  
Bishop, CA 93515

**Re: Assessor Parcel No. 5530100380**

Dear Mr. and Mrs. Todd,

Please be advised that your application appealing the assessed valuation of the above referenced property has been set to be heard by the Inyo County Board of Equalization at 1:00 p.m. Tuesday, December 14, 2021, in the Board of Supervisors Room, located at the County Administrative Center at 224 N. Edwards, Independence, California.

Due to COVID, the Board Chambers are closed to the public; however, all meetings are accessible to the public via Zoom at <https://zoom.us/j/868254781> or by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799 (webinar ID: 868 254). If guidelines with regard to access to Board meetings change, you will be notified prior to your hearing.

At the date and time set forth above you must appear personally at the hearing or be represented by an agent who shall be thoroughly familiar with the facts pertaining to the matter before the Board. Any person, other than an attorney at law, purporting to act as an agent for you shall, prior to the hearing, file with the Clerk written authority, signed by you, to represent you at the hearing. An appearance by an officer or an employee of a corporate applicant or by a relative mentioned by Board of Equalization Rule 320 requires no written authorization. Failure to appear, personally or by an authorized agent, may result in your application being denied. If you are unable to attend the hearing as scheduled your application may be continued by the Board upon your showing of good cause. Good cause may be established only by a written statement signed by the applicant, or his authorized agent, setting forth the facts and circumstances explaining the inability to appear at the scheduled hearing. Such written declaration must be received by the Board of Equalization prior to the date and time of the scheduled hearing.

Denial of an application for lack of appearance of the applicant or his agent may be reconsidered when the applicant furnishes evidence of good cause for the failure to appear or to make a timely request for postponement and files a written request for reconsideration within a period not to exceed 60 days from the date of mailing of the notification of the denial due to lack of appearance.

Applicable law requires that you be provided notification of the following:

1. *The Board of Equalization is required to find taxable value of the property in question from the evidence presented at the hearing.*
2. *The Board of Equalization can raise as well as lower or confirm the assessment being appealed.*
3. *The application for a reduction in the assessment of a portion of an improved real property, or a portion of installations which are partially real property and partially personal property, may result in an increase in the*

*unprotested assessment of the other portion or portions of the property which increase will offset, in whole or in part, any reduction in the protest assessment.*

Neither the Assessor, Clerk of the Board of Equalization, members of the Board of Equalization, nor the Board's legal staff can provide you with legal advice or representation concerning this matter. Questions concerning the Inyo County Assessor's valuation of the property in question can be directed to the County Assessor by contacting him at P.O. Box J, Independence, CA 93526, or by telephone at (760) 878-0302. The Application for Changed Assessment will be provided to the Board of Equalization, *without attachments*. You should be prepared to provide your evidence, including any evidence or explanations you attached to the Application, to the Board at the hearing.

**Please note that Inyo County charges \$160 per parcel for written findings of fact.** Findings may be requested at any time prior to the beginning of your hearing and the fees for this service should be paid before the hearing, but in any case, prior to the end of your hearing. However, if you withdraw your request for findings of facts by the end of the hearing, any fees paid will be refunded by the clerk. Your request, if not designated on the appeal application, can be made in a separate written request to the clerk, or orally on record just prior to the start of your hearing.

Requests for continuances or other correspondence to the Board of Equalization should be addressed to: Clerk of the Board of Equalization, County of Inyo, P.O. Drawer N, Independence, CA 93526; or [dellis@inyocounty.us](mailto:dellis@inyocounty.us). The Clerk can be contacted at (760) 878-0373.

Included with this correspondence is a Hearing Date Confirmation Notice, which must be returned to the address listed in the above paragraph not less than 21 days prior to the indicated hearing date.

Sincerely,



Darcy Ellis,  
Assistant Clerk of the Board

de  
xc: David Stottlemyre, County Assessor  
Marshall Rudolph, County Counsel

**COUNTY OF INYO  
BOARD OF  
EQUALIZATION**

P.O. Drawer N, Independence, CA 93526  
(760) 878-0373  
dellis@inyocounty.us

**HEARING DATE CONFIRMATION NOTICE**

*This confirmation notice must be returned not less than 21 days prior to the indicated hearing date. Mail or fax to the Clerk of the Board at the address shown.*

HEARING DATE AND TIME*	APPLICATION NUMBER(S)
HEARING LOCATION	
PARCEL OR ASSESSMENT NUMBER(S)	APPLICANT

\* SEVERAL APPLICATIONS MAY BE SET FOR HEARING AT THE SAME TIME, AND EACH WILL BE CONSIDERED AS SOON AS POSSIBLE IN THE ORDER LISTED ON THE AGENDA.

**Check one of the boxes below.**

I will be present on the scheduled hearing date.

Please bring 8 copies of any evidence you wish to present to the Assessment Appeals Board.

I request my right to a one-time postponement of my hearing to another hearing date. To schedule your hearing for a future date, please contact the Clerk of the Board at ( 760 ) 878 - 0373.

I understand that if this is not my first postponement request, I must appear at the scheduled hearing to request another postponement and give reasonable cause to the appeals board. It is the sole discretion of the board to grant or deny this request. If denied, I must be prepared to proceed with the hearing as scheduled.

If you are requesting a postponement and the date of the currently scheduled hearing is within 120 days of the expiration of the two-year limitations period set by Revenue and Taxation Code section 1604(c), the Clerk will provide you with a waiver (form BOE-305-W) to indefinitely extend and toll the period in which your appeal is to be heard and decided.

I wish to withdraw my application. Withdrawals are final and will conclude any further action on the appeal. (Your attendance at the hearing is not required.)

I understand that my withdrawal may only be granted if the assessor has not provided me with a written notice of an intention to recommend an increase in the assessed value of the property. Additionally, the county Board can decide to review an assessment even though the Assessor and applicant may have agreed to withdraw the appeal.

I have signed a stipulation with the assessor's office. (Your attendance at the hearing is not required.)

**In order to ensure proper scheduling of assessment appeals hearings, you must complete and return this form not less than 21 days prior to the date of your hearing. Failure to return this confirmation notice may result in your case being removed from the agenda on the scheduled date. Failure to appear at the scheduled hearing by you or an authorized representative may result in your application being abandoned and denied for lack of appearance unless you have requested a postponement.**

**CERTIFICATION**

***I certify under penalty of perjury that I am the owner, or person authorized to sign on behalf of the owner, of the above referenced property.***

SIGNATURE 	DATE
PRINT NAME OF AUTHORIZED SIGNER	TITLE
COMPANY NAME	EMAIL ADDRESS

**FILING STATUS:**

- OWNER  
  AGENT  
  ATTORNEY  
  SPOUSE  
  REGISTERED DOMESTIC PARTNER  
  CHILD  
  PARENT  
  PERSON AFFECTED  
 CALIFORNIA ATTORNEY, STATE BAR NUMBER: \_\_\_\_\_  
  CORPORATE OFFICER OR DESIGNATED EMPLOYEE

BOE-305-AH (P1) REV. 08 (01-15)

**ASSESSMENT APPEAL APPLICATION**

This form contains all of the requests for information that are required for filing an application for changed assessment. Failure to complete this application may result in rejection of the application and/or denial of the appeal. Applicants should be prepared to submit additional information if requested by the assessor or at the time of the hearing. Failure to provide information at the hearing the appeals board considers necessary may result in the continuance of the hearing or denial of the appeal. **Do not attach hearing evidence to this application.**

INVO CO ADMINISTRATOR  
 CLERK OF THE BOARD  
 RECEIVED  
 21 MAR 25 PM 1:32

APPLICATION NUMBER: Clerk Use Only  
2021-03

**1. APPLICANT INFORMATION - PLEASE PRINT**

NAME OF APPLICANT (LAST, FIRST, MIDDLE INITIAL), BUSINESS, OR TRUST NAME  
ELROD, GARY

MAILING ADDRESS OF APPLICANT (STREET ADDRESS OR P. O. BOX)  
501 Ketchum CT

CITY Reno STATE NV ZIP CODE 89511 DAYTIME TELEPHONE (775-813-4395) ALTERNATE TELEPHONE ( ) FAX TELEPHONE ( )

EMAIL ADDRESS  
viper333@att.net

**2. CONTACT INFORMATION - AGENT, ATTORNEY, OR RELATIVE OF APPLICANT if applicable - (REPRESENTATION IS OPTIONAL)**

NAME OF AGENT, ATTORNEY, OR RELATIVE (LAST, FIRST, MIDDLE INITIAL)  
GARY ELROD IS MANAGING MEMBER

COMPANY NAME  
of Elrod/RAWLS LLC

CONTACT PERSON IF OTHER THAN ABOVE (LAST, FIRST, MIDDLE INITIAL)

MAILING ADDRESS (STREET ADDRESS OR P. O. BOX)

CITY STATE ZIP CODE DAYTIME TELEPHONE ALTERNATE TELEPHONE FAX TELEPHONE

**AUTHORIZATION OF AGENT**  AUTHORIZATION ATTACHED

The following information must be completed (or attached to this application - see instructions) unless the agent is a licensed California attorney as indicated in the Certification section, or a spouse, child, parent, registered domestic partner, or the person affected. If the applicant is a business entity, the agent's authorization must be signed by an officer or authorized employee of the business.

The person named in Section 2 above is hereby authorized to act as my agent in this application, and may inspect assessor's records, enter in stipulation agreements, and otherwise settle issues relating to this application.

SIGNATURE OF APPLICANT, OFFICER, OR AUTHORIZED EMPLOYEE TITLE DATE

**3. PROPERTY IDENTIFICATION INFORMATION**

Yes  No Is this property a single-family dwelling that is occupied as the principal place of residence by the owner?

**ENTER APPLICABLE NUMBER FROM YOUR NOTICE/TAX BILL**

ASSESSOR'S PARCEL NUMBER 00828 00000 ASSESSMENT NUMBER FEE NUMBER

ACCOUNT NUMBER TAX BILL NUMBER

PROPERTY ADDRESS OR LOCATION 333 Sierra St., Bishop CA. DOING BUSINESS AS (DBA), if appropriate

**PROPERTY TYPE**  SINGLE-FAMILY / CONDOMINIUM / TOWNHOUSE / DUPLEX  AGRICULTURAL  POSSESSORY INTEREST

MULTI-FAMILY/APARTMENTS: NO. OF UNITS \_\_\_\_\_  MANUFACTURED HOME  VACANT LAND

COMMERCIAL/INDUSTRIAL  WATER CRAFT  AIRCRAFT

BUSINESS PERSONAL PROPERTY/FIXTURES  OTHER: TRAILER PARK

4. VALUE	A. VALUE ON ROLL	B. APPLICANT'S OPINION OF VALUE	C. APPEALS BOARD USE ONLY
LAND	134055	500,000	
IMPROVEMENTS/STRUCTURES	125741	— 0 —	
FIXTURES		0	
PERSONAL PROPERTY (see instructions)		0	
MINERAL RIGHTS		0	
TREES & VINES		5,000	
OTHER			
TOTAL	259796	505,000	
PENALTIES (amount or percent)			

THIS DOCUMENT IS SUBJECT TO PUBLIC INSPECTION



BOE-305-AH (P2) REV. 08 (01-15)

5. TYPE OF ASSESSMENT BEING APPEALED  Check only one. See instructions for filing periods

- REGULAR ASSESSMENT – VALUE AS OF JANUARY 1 OF THE CURRENT YEAR
  - SUPPLEMENTAL ASSESSMENT
    - \*DATE OF NOTICE: 2-19-2021 ROLL YEAR: 2020
  - ROLL CHANGE  ESCAPE ASSESSMENT  CALAMITY REASSESSMENT  PENALTY ASSESSMENT
  - \*DATE OF NOTICE: \_\_\_\_\_ \*\*ROLL YEAR: \_\_\_\_\_
- \*Must attach copy of notice or bill, where applicable      \*\*Each roll year requires a separate application*

6. REASON FOR FILING APPEAL (FACTS) See instructions before completing this section.

If you are uncertain of which item to check, please check "I. OTHER" and provide a brief explanation of your reasons for filing this application. The reasons that I rely upon to support requested changes in value are as follows:

- A. DECLINE IN VALUE
    - The assessor's roll value exceeds the market value as of January 1 of the current year.
  - B. CHANGE IN OWNERSHIP
    - 1. No change in ownership occurred on the date of \_\_\_\_\_.
    - 2. Base year value for the change in ownership established on the date of \_\_\_\_\_ is incorrect.
  - C. NEW CONSTRUCTION
    - 1. No new construction occurred on the date of \_\_\_\_\_.
    - 2. Base year value for the completed new construction established on the date of \_\_\_\_\_ is incorrect.
    - 3. Value of construction in progress on January 1 is incorrect.
  - D. CALAMITY REASSESSMENT
    - Assessor's reduced value is incorrect for property damaged by misfortune or calamity.
  - E. BUSINESS PERSONAL PROPERTY/FIXTURES. Assessor's value of personal property and/or fixtures exceeds market value.
    - 1. All personal property/fixtures.
    - 2. Only a portion of the personal property/fixtures. Attach description of those items.
  - F. PENALTY ASSESSMENT
    - Penalty assessment is not justified.
  - G. CLASSIFICATION/ALLOCATION
    - 1. Classification of property is incorrect.
    - 2. Allocation of value of property is incorrect (e.g., between land and improvements).
  - H. APPEAL AFTER AN AUDIT. Must include description of each property, issues being appealed, and your opinion of value.
    - 1. Amount of escape assessment is incorrect.
    - 2. Assessment of other property of the assessee at the location is incorrect.
  - I. OTHER
    - Explanation (attach sheet if necessary) 3 pages AND attached AND supporting information attachments
7. WRITTEN FINDINGS OF FACTS ( \$ \_\_\_\_\_ per \_\_\_\_\_ ) 8 attachments
- Are requested.  Are not requested.
8. THIS APPLICATION IS DESIGNATED AS A CLAIM FOR REFUND See instructions.
- Yes  No

CERTIFICATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing and all information hereon, including any accompanying statements or documents, is true, correct, and complete to the best of my knowledge and belief and that I am (1) the owner of the property or the person affected (i.e., a person having a direct economic interest in the payment of taxes on that property – "The Applicant"), (2) an agent authorized by the applicant under item 2 of this application, or (3) an attorney licensed to practice law in the State of California, State Bar Number \_\_\_\_\_, who has been retained by the applicant and has been authorized by that person to file this application.

SIGNATURE (Use Blue Pen - Original signature required on paper-filed application) Gary R Elrod SIGNED AT (CITY, STATE) Reno Nevada DATE MAR 21 2021

NAME (Please Print) GARY R ELROD

FILING STATUS (IDENTIFY RELATIONSHIP TO APPLICANT NAMED IN SECTION 1)

- OWNER  AGENT  ATTORNEY  SPOUSE  REGISTERED DOMESTIC PARTNER  CHILD  PARENT  PERSON AFFECTED
- CORPORATE OFFICER OR DESIGNATED EMPLOYEE

**DECLARATION OF SERVICE**

I am employed in the County of Inyo, I am over the age of 18 years and I am not a party to the within entitled action. My business address is **P.O. Box N, Independence, CA 93526.**

On **October 6, 2021**, I served the foregoing document(s) described as follows:

**LETTER NOTIFYING TAXPAYER/AUTHORIZED AGENT OF TAX ASSESSMENT APPEAL HEARING; HEARING DATE CONFIRMATION NOTICE**

on the following parties in said action, as shown below,

**GARY ELROD  
501 KETCHUM CT.  
RENO, NV 89511**

by the following means:

- (By Mail) I personally deposited said envelope(s) with the United States Postal Service at **Independence**, California, with first class postage thereon fully prepaid.
- (By Mail) I deposited such envelope(s) in the mail at **Independence**, California. I am readily familiar with the County's practice whereby the mail, after being placed in a designated area, is given the appropriate first class postage and is deposited with the United States Postal Service on that same day.
- (By Certified Mail) I personally deposited said envelope(s) with the United States Postal Service at **Independence**, California, with first class postage thereon fully prepaid.
- (By e-mail) to all e-mail addresses on the Service List attached.
- (By Personal Service) I caused such envelope(s) to be delivered personally to the office(s) of addressee(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATED: *10/06/21*

  
\_\_\_\_\_  
Darcy Ellis, Assistant Clerk  
Inyo County Board of Equalization



EL CAMINO SIERRA

## BOARD OF EQUALIZATION COUNTY OF INYO

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

MEMBERS OF THE BOARD  
DAN TOTTEROH  
JEFF GRIFFITHS  
RICK PUCCI  
JENNIFER ROESER  
MATT KINGSLEY

LESLIE L. CHAPMAN  
*Clerk of the Board*  
DARCY ELLIS  
*Assistant Clerk of the Board*

October 6, 2021

Gary Elrod  
501 Ketchum Ct.  
Reno, NV 89511

**Re: Assessor Parcel No. 0082800000**

Dear Mr. Elrod,

Please be advised that your application appealing the assessed valuation of the above referenced property has been set to be heard by the Inyo County Board of Equalization at 1:00 p.m. Tuesday, December 14, 2021, in the Board of Supervisors Room, located at the County Administrative Center at 224 N. Edwards, Independence, California.

Due to COVID, the Board Chambers are closed to the public; however, all meetings are accessible to the public via Zoom at <https://zoom.us/j/868254781> or by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799 (webinar ID: 868 254). If guidelines with regard to access to Board meetings change, you will be notified prior to your hearing.

At the date and time set forth above you must appear personally at the hearing or be represented by an agent who shall be thoroughly familiar with the facts pertaining to the matter before the Board. Any person, other than an attorney at law, purporting to act as an agent for you shall, prior to the hearing, file with the Clerk written authority, signed by you, to represent you at the hearing. An appearance by an officer or an employee of a corporate applicant or by a relative mentioned by Board of Equalization Rule 320 requires no written authorization. Failure to appear, personally or by an authorized agent, may result in your application being denied. If you are unable to attend the hearing as scheduled your application may be continued by the Board upon your showing of good cause. Good cause may be established only by a written statement signed by the applicant, or his authorized agent, setting forth the facts and circumstances explaining the inability to appear at the scheduled hearing. Such written declaration must be received by the Board of Equalization prior to the date and time of the scheduled hearing.

Denial of an application for lack of appearance of the applicant or his agent may be reconsidered when the applicant furnishes evidence of good cause for the failure to appear or to make a timely request for postponement and files a written request for reconsideration within a period not to exceed 60 days from the date of mailing of the notification of the denial due to lack of appearance.

Applicable law requires that you be provided notification of the following:

1. *The Board of Equalization is required to find taxable value of the property in question from the evidence presented at the hearing.*
2. *The Board of Equalization can raise as well as lower or confirm the assessment being appealed.*
3. *The application for a reduction in the assessment of a portion of an improved real property, or a portion of installations which are partially real property and partially personal property, may result in an increase in the unprotected assessment of the other portion or portions of the property which increase will offset, in whole or in part, any reduction in the protest assessment.*

Neither the Assessor, Clerk of the Board of Equalization, members of the Board of Equalization, nor the Board's legal staff can provide you with legal advice or representation concerning this matter. Questions concerning the Inyo County Assessor's valuation of the property in question can be directed to the County Assessor by contacting him at P.O. Box J, Independence, CA 93526, or by telephone at (760) 878-0302. The Application for Changed Assessment will be provided to the Board of Equalization, *without attachments*. You should be prepared to provide your evidence, including any evidence or explanations you attached to the Application, to the Board at the hearing.

**Please note that Inyo County charges \$160 per parcel for written findings of fact.** Findings may be requested at any time prior to the beginning of your hearing and the fees for this service should be paid before the hearing, but in any case, prior to the end of your hearing. However, if you withdraw your request for findings of facts by the end of the hearing, any fees paid will be refunded by the clerk. Your request, if not designated on the appeal application, can be made in a separate written request to the clerk, or orally on record just prior to the start of your hearing.

Requests for continuances or other correspondence to the Board of Equalization should be addressed to: Clerk of the Board of Equalization, County of Inyo, P.O. Drawer N, Independence, CA 93526; or [dellis@inyocounty.us](mailto:dellis@inyocounty.us). The Clerk can be contacted at (760) 878-0373.

Included with this correspondence is a Hearing Date Confirmation Notice, which must be returned to the address listed in the above paragraph not less than 21 days prior to the indicated hearing date.

Sincerely,



Darcy Ellis,  
Assistant Clerk of the Board

de  
xc: David Stottlemyre, County Assessor  
Marshall Rudolph, County Counsel

**COUNTY OF INYO  
BOARD OF  
EQUALIZATION**

P.O. Drawer N, Independence, CA 93526  
(760) 878-0373  
dellis@inyocounty.us

**HEARING DATE CONFIRMATION NOTICE**

*This confirmation notice must be returned not less than 21 days prior to the indicated hearing date. Mail or fax to the Clerk of the Board at the address shown.*

HEARING DATE AND TIME*	APPLICATION NUMBER(S)
HEARING LOCATION	
PARCEL OR ASSESSMENT NUMBER(S)	APPLICANT

\* SEVERAL APPLICATIONS MAY BE SET FOR HEARING AT THE SAME TIME, AND EACH WILL BE CONSIDERED AS SOON AS POSSIBLE IN THE ORDER LISTED ON THE AGENDA.

**Check one of the boxes below.**

I will be present on the scheduled hearing date.

Please bring 8 copies of any evidence you wish to present to the Assessment Appeals Board.

I request my right to a one-time postponement of my hearing to another hearing date. To schedule your hearing for a future date, please contact the Clerk of the Board at ( 760 ) 878 - 0373.

I understand that if this is not my first postponement request, I must appear at the scheduled hearing to request another postponement and give reasonable cause to the appeals board. It is the sole discretion of the board to grant or deny this request. If denied, I must be prepared to proceed with the hearing as scheduled.

If you are requesting a postponement and the date of the currently scheduled hearing is within 120 days of the expiration of the two-year limitations period set by Revenue and Taxation Code section 1604(c), the Clerk will provide you with a waiver (form BOE-305-W) to indefinitely extend and toll the period in which your appeal is to be heard and decided.

I wish to withdraw my application. Withdrawals are final and will conclude any further action on the appeal. (Your attendance at the hearing is not required.)

I understand that my withdrawal may only be granted if the assessor has not provided me with a written notice of an intention to recommend an increase in the assessed value of the property. Additionally, the county Board can decide to review an assessment even though the Assessor and applicant may have agreed to withdraw the appeal.

I have signed a stipulation with the assessor's office. (Your attendance at the hearing is not required.)

**In order to ensure proper scheduling of assessment appeals hearings, you must complete and return this form not less than 21 days prior to the date of your hearing. Failure to return this confirmation notice may result in your case being removed from the agenda on the scheduled date. Failure to appear at the scheduled hearing by you or an authorized representative may result in your application being abandoned and denied for lack of appearance unless you have requested a postponement.**

**CERTIFICATION**

***I certify under penalty of perjury that I am the owner, or person authorized to sign on behalf of the owner, of the above referenced property.***

SIGNATURE 	DATE
PRINT NAME OF AUTHORIZED SIGNER	TITLE
COMPANY NAME	EMAIL ADDRESS

**FILING STATUS:**

- OWNER  
  AGENT  
  ATTORNEY  
  SPOUSE  
  REGISTERED DOMESTIC PARTNER  
  CHILD  
  PARENT  
  PERSON AFFECTED  
 CALIFORNIA ATTORNEY, STATE BAR NUMBER: \_\_\_\_\_  
  CORPORATE OFFICER OR DESIGNATED EMPLOYEE