



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA

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

NOTICES TO THE PUBLIC: (1) This meeting is accessible to the public both in person and, for convenience, via Zoom webinar. The Zoom webinar is accessible to the public at <https://zoom.us/j/868254781>. 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 unable to attend the Board meeting in person who wishes to make either a general public comment or a comment on a specific agenda item may do so 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. Remote participation for members of the public is provided for convenience only. In the event that the remote participation connection malfunctions for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access. Regardless of remote access, written public comments, limited to 250 words or fewer, may be emailed to the Assistant Clerk of the Board at boardclerk@inyocounty.us.

(2) 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). **(3)** 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).

REGULAR MEETING September 12, 2023

(Unless otherwise specified by time, items scheduled for either the morning or afternoon sessions will be heard according to available time and presence of interested persons.)

Start Time

- 10 A.M.**
- 1) **Pledge of Allegiance**
 - 2) **Public Comment**
Comments may be time-limited
 - 3) **County Department Reports**
 - 4) **Introductions** - The following new employees will be introduced to the Board: Office Clerk Lauren Johnston, Criminal Investigator Brady Peek, and Legal Secretary Jessica Scida, District Attorney's Office; and Office Clerk Jeanne-Marie C. McFarlin, HHS.

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

- 5) **Board of Supervisors Meeting Minutes**
Clerk of the Board | Assistant Clerk of the Board

Recommended Action: Approve the minutes from the regular Board of Supervisors meeting of September 5, 2023.

6) **Contract for the Lone Pine Sidewalk Construction and ADA Improvements Project**

Public Works | Michael Errante

Recommended Action:

- A) Award the contract for the Lone Pine Sidewalk Construction and ADA Improvements Project to Spiess Construction Co. Inc. of Santa Maria, CA as the successful bidder;
- B) Approve the construction contract between the County of Inyo and Spiess Construction Co. Inc. of Santa Maria, CA in the amount of \$1,888,094.48, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained; and
- C) Authorize the Public Works Director to execute all other project contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable laws.

7) **Request for Landfill Fee Waiver**

Public Works - Recycling & Waste Management | Michael Errante

Recommended Action: Approve a waiver up to the historical cap of \$100 toward the Bishop Paiute Tribe Friends for the Conservation Open Space Area pilot project.

8) **Road Closure Accommodating Big Pine Paiute Tribe Fall Fandango Parade**

Public Works - Road Department | Michael Errante

Recommended Action: Approve the closure of a portion of Bartell Road in Big Pine on October 14, 2023, between the hours of 8 a.m. and 12 p.m., to accommodate the Big Pine Paiute Tribe Fall Fandango event.

9) **Road Closures Accommodating California Indian Day Parade**

Public Works - Road Department | Michael Errante

Recommended Action: Approve road closures on Pa Ha Lane, Diaz Lane, Barlow Lane, and See Vee Lane, with detours between the hours of 7 a.m. and 12 p.m. on September 22, 2023, for the purpose of the annual Bishop Paiute Tribe and Toiyabe Indian Health Project California Indian Day Parade/Run.

10) **County of Inyo and California Health and Recovery Solutions, P.C. Memorandum of Understanding**

Sheriff | Shane Scott

Recommended Action: Approve the Memorandum of Understanding between the County of Inyo and California Health and Recovery Solutions, P.C., for the provision of Correctional Officer Services in an amount not to exceed \$200,000.00 for the period of September 12, 2023 through June 30, 2024, contingent upon the Board's approval of the Fiscal Year 2023-2024 Budget, and authorize the Sheriff or designee to sign the MOU and the related HIPAA compliance MOU.

REGULAR AGENDA

- 10:15 A.M. 11) **Fiscal Year 2023-2024 Budget Hearings**
County Administrator - Budget | Nate Greenberg
1 hour (20min. Presentation / 40min. Discussion)

Recommended Action:

- A) Collect public comment; and
- B) Review and adopt the Fiscal Year 2023-2024 CAO Recommended Budget according to the schedule provided (see attached).

(If necessary, the Board of Supervisors will recess the Budget Hearing, to reconvene on a date or dates specific and noticed as required, prior to September 26, 2023, the 14-day deadline to complete the Budget Hearings.)

- 12) **Small Business Resource Center (SBRC) Update**
County Administrator | Meaghan McCamman
10 minutes (5min. Presentation / 5min. Discussion)

Recommended Action: Receive presentation on the status of the Small Business Resource Center (SBRC).

- 13) **Bishop Operating Area Emergency Medical Services Update**
County Administrator | Nate Greenberg
10 minutes (5min. Presentation / 5min. Discussion)

Recommended Action: This is an informational item, however, the Board may provide direction to staff as appropriate.

ADDITIONAL PUBLIC COMMENT & REPORTS

- 14) **Public Comment**
Comments may be time-limited
- 15) **Board Member and Staff Reports**
Receive updates on recent or upcoming meetings and projects

INYO COUNTY FISCAL YEAR 2023-2024 BUDGET HEARINGS SCHEDULE
Administrative Center, Independence
September 12, 2023 – beginning at 10:15 a.m. & continuing as necessary

I. Budget Message: Introduction and Summary of Fiscal Year 2023-2024 CAO Recommended Budget

II. Consent Agenda:	Page
Water	1
Owens River Water Trail Grant	6
Salt Cedar Project	9
Treasurer – Tax Collector	12
Sheriff	17
Animal Control – General	23
CalMet Task Force	28
DNA	32
Illegal Cannabis Suppression	35
Jail – CAD/RMS Project	38
Jail – General	41
Jail – Safety Personnel	47
Jail – STC	50
Jail Security Project	53
Kitchen Services	56
Off Highway Vehicle Grant	61
RAN	64
Sheriff – Safety Personnel	67
Road	71
State Funded Road Projects	77
Public Works	81
Big Pine Lighting	85
Bishop Airport – Operating	89
Bishop Airport – Special Aviation	95
Bishop Airport – Environmental Assessment	98
Building & Safety	101
County Services Area #2	106
Deferred Maintenance	110
Independence Airport – Operating	113
Independence Airport – Special Aviation	116
Independence Lighting	119
Lone Pine/Death Valley Airport – Operating	123
Lone Pine/Death Valley Airport – Special Aviation	127
Lone Pine/Death Valley Airport Improvement	130
Lone Pine Lighting	133
Maintenance – Building & Grounds	137
Parks & Recreation	142
Parks Rehab & Development Trust	148
Per Capita Grant – Prop 68	149
Recycling & Waste Management	150
Recycling & Waste Capital Improvement	156
Shoshone Airport – Special Aviation	159
Tecopa Lagoon Project	162
Transportation & Planning Trust	165
Water Systems Budget	169
Assessor	173

II. Consent Agenda Continued:	Page
Agricultural Commissioner/Sealer	178
Cannabis Regulation – General Operating	183
Eastern Sierra Weed Management Area Grant	187
Inyo Mosquito Abatement Program	192
Child Support Services	197
Public Administrator/Guardian	203
Probation – General	208
Criminal Justice Realignment	214
Juvenile Institutions	219
Out of County – Juvenile Hall	225
Prop 64 Public Health & Safety	229
Planning & Zoning	232
Yucca Mountain Oversight Grant	237
Health & Human Services – Health	241
CA Home Visiting Program	248
CalAim – Path Justice Involved	251
California Children Services – Administration	252
California Children Services – Treatment	257
Community Based Child Abuse Prevention (CBCAP)	261
Child Health & Disability Prevention (CHDP)	265
Community Mental Health	269
COC Continuum of Care	277
Drinking Driver Program	281
Eastern Sierra Area Agency on Aging (ESAAA)	285
ELC-2 Enhanced Lab Capacity	292
First Five Commission	297
FIRST Program	302
Foster Care	307
General Relief	310
Maternal Child Health Grant (MCAH)	313
Social Services – General	318
Substance Use Disorders	326
TANF/CalWORKs	331
Tobacco Tax Grant 22-25	334
Women, Infants, Children Grant 22-23 (WIC)	339
Women, Infants, Children Grant 23-24 (WIC)	344
Work Investment Act (WIA)	349
Grand Jury	353
Farm Advisor	356
Lease Rental	361
Range Improvement	364
Environmental Health – General	367
District Attorney	373
District Attorney – Safety	378
OES – VWAC 22-23	381
OES – VWAC 23-24	385
County Counsel	388
County Clerk – General	393
Elections	398
Recorder – Recorders Micrographic System	403
Coroner	408
Board of Supervisors	411

II. Consent Agenda Continued:	Page
Auditor-Controller – General	416
Auditor-Controller – CalPERS Refunding Safety	420
Auditor-Controller – Economic Stabilization	423
Auditor-Controller – General Reserves	426
Auditor-Controller – Geothermal	429
General Revenues & Expenditures	432
IFAS Upgrade	436
Insurance, Retirement, OASDI	439
PILT Trust	442
County Administrative Officer – General	443
Abatement	448
Accumulated Capital Outlay	451
Advertising County Resources	454
American Rescue Plan Act 2021	459
California Museum Grant 2022	462
County Radio Communication Fund	465
Computer Systems Fund	466
Computer Upgrade	467
Consolidated Office Building	470
Contingencies	474
County Liability Trust	475
County Library	478
Disaster Services	483
Economic Development	488
Emergency Preparedness 22-23	492
Emergency Preparedness 23-24	495
EMS - Emergency Medical Services	499
ESCOG	500
Fish & Game	504
General Relief Fund	507
Grants In Support	510
Great Basin APC Grant	513
Homeland Security 20-21	516
Homeland Security 21-22	519
Homeland Security 22-23	522
IMBC – Inyo Mono Broadband	525
Information Services	528
LATA – Local Agency Technical Assistance	533
LATCF	536
Law Library	539
Medical Malpractice Trust	542
Motor Pool – Operating	545
Motor Pool – Replacement	549
Museum – General	552
Natural Resource Development	557
Personnel	560
Property Tax Upgrade	564
Public Defender	567
Purchasing Revolving	570
Risk Management	573
Veterans Service Officer	577
Workers Compensation	581



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4132

Board of Supervisors Meeting Minutes

Clerk of the Board

ACTION REQUIRED

ITEM SUBMITTED BY

Clerk of the Board

ITEM PRESENTED BY

Assistant Clerk of the Board

RECOMMENDED ACTION:

Approve the minutes from the regular Board of Supervisors meeting of September 5, 2023.

BACKGROUND / SUMMARY / JUSTIFICATION:

The Board is required to keep minutes of its proceedings. Once the Board has approved the minutes as requested, the minutes will be made available to the public via the County's webpage, www.inyocounty.us.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	
Budgeted?	N/A	Object Code	
Recurrence	N/A		
Current Fiscal Year Impact			
Future Fiscal Year Impacts			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

N/A

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

- Draft September 5, 2023 Minutes

APPROVALS:

Hayley Carter
Darcy Ellis

Created/Initiated - 9/6/2023
Final Approval - 9/6/2023

MINUTES



County of Inyo Board of Supervisors

September 5, 2023

The Board of Supervisors of the County of Inyo, State of California, met in regular session at the hour of 9:01 a.m., on September 5, 2023, in the Board of Supervisors Room, County Administrative Center, Independence, with the following Supervisors present: Chairperson Jennifer Roeser, presiding, Trina Orrill, Scott Marcellin, Matt Kingsley, and Jeff Griffiths. Also present: County Administrator Nate Greenberg, Assistant County Counsel John-Carl Vallejo, and Assistant Clerk of the Board Darcy Ellis.

- Closed Session* The Chairperson asked for public comment related to closed session items and there was nobody wishing to speak.
- Public Comment*
- Closed Session* Chairperson Roeser recessed open session at 9:01 a.m. to convene in closed session with all Board members present to discuss the following item(s): No. 2 **Conference with County's Labor Negotiators – Pursuant to Government Code §54957.6** – Regarding employee organizations: Deputy Sheriff's Association (DSA); Elected Officials Assistant Association (EOAA); Inyo County Correctional Officers Association (ICCOA); Inyo County Employees Association (ICEA); Inyo County Probation Peace Officers Association (ICPPOA); IHSS Workers; Law Enforcement Administrators' Association (LEAA). Unrepresented employees: all. County designated representatives – Administrative Officer Nate Greenberg, Assistant County Administrators Sue Dishion and Meaghan McCamman, Deputy Personnel Director Keri Oney, County Counsel John-Carl Vallejo, Senior Budget Analyst Denelle Carrington, Health and Human Services Director Marilyn Mann, and Chief Probation Officer Jeff Thomson.
- Open Session* Chairperson Roeser recessed closed session and reconvened the meeting in open session at 10:07 a.m. with all Board members present.
- Pledge of Allegiance* Chairperson Roeser led the Pledge of Allegiance.
- Report on Closed Session* County Counsel Vallejo reported that no action was taken during closed session that is required to be reported.
- Introductions* The following new employees were introduced to the Board: Julie Berry, Public Health Nurse-Corrections, and Leticia L. Gonzales, Prevention Specialist, HHS; and Deputy Sheriff Rashell Gosvener.
- Public Comment* Chairperson Roeser asked for public comment related to items not calendared on the agenda and public comment was heard from Independence resident Lauralyn Hundley.
- County Department Reports* Clerk-Recorder Danielle Sexton reported that her office went live with its e-recording software and is busy cleaning up the voter rolls in advance of the March primary, deadlines for which she also reported.
- Chief Probation Officer Jeff Thomson updated the Board on AB 505, providing a hand-out, and widespread opposition to the bill throughout California counties.
- Ag Commissioner Nate Reade reported that West Nile Virus and St. Louis encephalitis have been found in mosquito populations in the greater Bishop area and urged the public to be proactive about preventing exposure.
- Auditor-Controller –* Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve and authorize the Chairperson to sign Resolution No. 2023-25, accepting the calculations of the

<p>23-24 GANN Appropriation Limit/ Reso. No. 2023-25 Auditor-Controller – 23-24 Property Tax Rates/ Reso. No. 2023-26</p>	<p>appropriation limitation for the County of Inyo for Fiscal Year 2023-2024. Motion carried unanimously.</p> <p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve and authorize the Chairperson to sign Resolution No. 2023-26 setting the property tax rates for 2023-2024, per California Government Code Section 29100. Motion carried unanimously.</p>
<p>Clerk of the Board – Approval of Minutes</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve the minutes from the regular Board of Supervisors meeting of August 15, 2023, and the special Board of Supervisors meeting of August 25, 2023. Motion carried unanimously.</p>
<p>Clerk of the Board – Mt. Whitney Cemetery District Appointments</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to reappoint Ms. Marlene Cierniak, Ms. Irene Kritz, and Ms. Donna Gruenewald to the Mt. Whitney Cemetery District Board of Trustees, each to three-year terms ending May 31, 2027. Motion carried unanimously.</p>
<p>Environmental Health – CUPA Agreement Approval</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to ratify and approve the contract between the County of Inyo and County of Mono for the provision hazardous materials program management services, in an amount not to exceed \$300,000 (or \$100,000 in any fiscal year) for the period of July 1, 2023, to June 30, 2026, contingent upon the Board's approval of future fiscal year budgets and authorize the Chairperson to sign. Motion carried unanimously.</p>
<p>HHS-Social Services – CDA Digital Connections No-Cost Agreement</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve the no-cost Standard Agreement with the California Department of Aging for the Digital Connections program for the term beginning February 1, 2023, through September 30, 2024, and authorize the HHS Director to sign the contract documents. Motion carried unanimously.</p>
<p>Public Works – Fountainhead Consulting Agreement Amendment No. 4 Board Order & Minutes Correction</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve amendments to the February 21, 2023, Board Order and corresponding meeting minutes regarding approval of Amendment No. 4 to the consulting agreement between the County of Inyo and Fountainhead Consulting Corporation of Anaheim, CA, to reflect the scope of the amendment. Motion carried unanimously.</p>
<p>Public Works-Airports – Maxwell Asphalt, Inc./Lone Pine Airport Taxiway Resurfacing Project</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to:</p> <ul style="list-style-type: none"> A) Award the contract for the Taxiway A Resurfacing Project at the Lone Pine Airport to Maxwell Asphalt, Inc. of Salt Lake City, UT as the successful bidder; B) Approve the construction contract between the County of Inyo and Maxwell Asphalt, Inc. of Salt Lake City, UT in the amount of \$158,627.50, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained and approval of the 2023-2024 budget; C) Authorize the Public Works Director to execute all other project contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable laws; and D) Approve Resolution No. 2023-27, titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Authorizing the Submittal of Applications, Accepting Allocation of Funds, and Authorizing the Execution of Grant Agreements with the California Department of Transportation for an Airport Improvement Program (AIP) Matching Grant," and authorize the Chairperson to sign. <p>Motion carried unanimously.</p>
<p>Public Works-Airports – REACH Air Medical Bishop Airport Commercial Hangar Lease Agreement</p>	<p>Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve and ratify the lease agreement between the County of Inyo and REACH Air Medical Services, LLC DBA Cal-Ore Life Flight, LLC of Sacramento, CA for the real property described as 770 Airport Rd., Bishop CA, for an amount in year one of \$3,800 per month for the period of January 1, 2023 to December 31, 2027, with four two-year options to extend through December 31, 2035, and authorize the Public Works Director to sign, contingent upon all</p>

appropriate signatures being obtained. Motion carried unanimously.

*CAO – Caltrans’
Highways to
Boulevards Grant
Application/Reso. No.
2023-28*

Moved by Supervisor Griffiths and seconded by Supervisor Orrill to:

- A) Consider the Concept Application for the State of California, Caltrans, Reconnecting Communities: Highways to Boulevards Grant (Cal RC:H2B Grant);
- B) Approve Resolution No. 2023-28 authorizing the Eastern Sierra Council of Governments to submit an application for the California Department of Transportation Reconnecting Communities: Highways to Boulevards Grant; and
- C) Authorize the Chairperson to sign a Letter of Support as a grant Co-Applicant for the California Department of Transportation Reconnecting Communities: Highways to Boulevards Grant.

Motion carried unanimously.

*CAO – Veterans
Housing Program
Letter*

Moved by Supervisor Kingsley and seconded by Supervisor Marcellin to approve the letter to the state Department of Housing and Community Development (HCD) raising concerns about the Lead Service Provider Requirements of the Veterans Housing and Homelessness Prevention Program (VHHP) and authorize the Chairperson to sign. Motion carried unanimously.

*Agricultural Comm. –
Commercial Cannabis
Permit No. 000140
Ownership Change*

Moved by Supervisor Kingsley and seconded by Supervisor Orrill to approve a request a change in ownership for commercial cannabis business license number 000140, NanoFarms, LLC. Motion carried unanimously.

*Public Works-Airports –
Regional Air Service
Presentation*

Public Works Deputy Director-Airports Ashley Helms introduced a presentation on regional air service that also included Mammoth Lakes Tourism Executive Director John Urdi, Matt Skinner and Bill Tomsich with Airplanners consulting firm, and Mammoth Mountain Ski Area Chief Operating Officer Eric Clark.

The Board engaged in discussion with the presenters related to market comparisons, United Airlines’ introduction of new aircraft, flight trends, construction of a new airport terminal in Bishop, and potential for future growth.

Public comment was made by Lauralyn Hundley and William Holmes.

Recess/Reconvene

Chairperson Roeser recessed open session for a break at 1:10 p.m. and reconvened the meeting in open session at 1:45 p.m. with all Board members present.

*CAO –
EMS Update*

CAO Greenberg provided the Board with update on EMS service in the Bishop area, noting the current interim contract with REACH expires September 22 and will likely be renewed. Supervisor Kingsley stressed the idea that the contract negotiations needed to be progressing on a parallel path with discussions with local volunteer fire departments about County support through subsidies.

*CAO –
Tropical Storm Hilary
Update*

CAO Greenberg provided the Board with an update on recovery efforts following Tropical Storm Hilary. He was joined by Emergency Services Manager Mikaela Torres, Public Works Director Mike Errante, and Acting HHS Director Anna Scott. Errante shared photos of some of the road damage. Discussion turned to the significant repair costs being faced, particularly for Whitney Portal Road, and planning efforts to restore meal delivery to Tecopa.

*Correspondence-
Action –
Fish & Game
Commission/Request
of Request*

Moved by Supervisor Orrill and seconded by Supervisor Griffiths to: A) Direct staff to draft and send a letter to the California Fish and Game Advisory Commission requesting the reinstatement of printed copies of the California Fishing Regulations Booklet; and B) authorize the Inyo County Fish and Wildlife Advisory Commission to send a similar letter. Motion carried unanimously.

Public Comment

Chairperson Roeser asked if there was any public comment pending for items not calendared on the agenda and there was no one wishing to speak.

Board Member & Staff Reports

CAO Greenberg announced he had submitted a Challenge Award application to the California State Association of Counties (CSAC), held the third meeting of the Leadership Podcast Club, met with Bishop City Administrator Deston Dishon on cost sharing to provide EMS service, and worked to release the recommended budget.

Supervisor Griffiths said he went to the Tri-County Fair and the Arts & Crafts Fair at the park, attended a CSAC board meeting last week, would be in Tulare tomorrow and Thursday for a Sierra Nevada Conservancy board meeting, and has an Eastern Sierra Transit Authority meeting in Bishop Friday.

Supervisor Orrill reported having meetings with the Building and Safety and Environmental Health departments and attending the CSAC board meeting in Sacramento.

Supervisor Marcellin said he had conversations with constituents about EMS service and Tropical Storm Hilary damage, participated in a phone meeting with Lt. Gov. Elaine Kounakakis' Southern California External Affairs Representative, Jesse Gilgoth, attended a meet-and-greet with Congressman Kevin Kiley last Friday, and spent time at the Tri-County Fair with family.

Supervisor Kingsley reported he has a Great Basin Unified Air Pollution Control District meeting Thursday and will be visiting Tecopa on Friday, asked that Supervisors bring their contributions for the Rural County Representatives of California auction basket next week, requested a future workshop on the County's Volunteer Policy, and said he will be attending the Tropical Storm after-action report on Monday.

Adjournment

The Chairperson adjourned the meeting at 2:40 p.m. to 8:30 a.m. Tuesday, September 12, 2023, in the County Administrative Center in Independence.

Chairperson, Inyo County Board of Supervisors

Attest: *NATE GREENBERG*
Clerk of the Board

by: _____
Darcy Ellis, Assistant



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4026

Contract for the Lone Pine Sidewalk Construction and ADA Improvements Project Public Works ACTION REQUIRED

ITEM SUBMITTED BY

Travis Dean, Engineering Assistant

ITEM PRESENTED BY

Michael Errante, Public Works Director

RECOMMENDED ACTION:

- A) Award the contract for the Lone Pine Sidewalk Construction and ADA Improvements Project to Spiess Construction Co. Inc. of Santa Maria, CA as the successful bidder;
- B) Approve the construction contract between the County of Inyo and Spiess Construction Co. Inc. of Santa Maria, CA in the amount of \$1,888,094.48, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained; and
- C) Authorize the Public Works Director to execute all other project contract documents, including contract change orders, to the extent permitted by Public Contract Code Section 20142 and other applicable laws.

BACKGROUND / SUMMARY / JUSTIFICATION:

At the August 8, 2023 meeting of the Board of Supervisors, the board approved the plans and specification for the Lone Pine Sidewalk Construction and ADA Improvements Project, and authorized the Public Works Director to advertise for bids for the project.

The Lone Pine Sidewalk Construction and ADA Improvements Project consists of rehabilitating portions of sidewalk along Willow Street, Bush Street, Jackson Street and Locust Street. A portion of this project also includes the re-alignment of water lines, specifically in Bush Street.

On Friday, September 1, 2023, bids were opened for the Lone Pine Sidewalk Construction and ADA Improvements Project. Two (2) companies submitted bids:

Spiess Construction Co., Inc. of Santa Maria, California	\$1,716,449.53
Qualcon Contractors Inc. of Minden, Nevada	\$1,998,279.00

*Note: Spiess Construction Co., Inc.'s bid was \$1,716,440.17; due to a mathematical error of \$9.36, the actual bid should have been \$1,716,449.53.

Accordingly, Public Works is requesting that your Board approve the contract in the amount of \$1,888,094.48 with Spiess Construction Co., Inc. This represents Spiess's bid of \$1,716,449.53 with a 10% contingency added for unexpected expenses.

Because the project is state funded, the bidders were also required to comply with the county's Disadvantaged Business Enterprise (DBE) Program to be considered responsive to the requirements of the bid proposal. Each bidder was required to submit documentation that the bidder can meet or exceed DBE contract goal for subcontractor participation, or submit documentation of adequate Good Faith Efforts to make work available to DBE subcontractors.

Based on Spiess Construction Co., Inc.'s bid of \$1,716,449.53, the total cost of construction of the project, including contingencies, is estimated at approximately \$1,888,094.48. The County will be reimbursed up to \$2,165,000.00 for construction costs/construction engineering through the State Transportation Improvement Program (STIP). According to the timely use of funds requirement for STIP-funded projects, the contract for the project must be awarded before September 22, 2023 or the funds will be rescinded.

The County will be reimbursed up to a total of \$2,165,000.00, therefore, because there is adequate funding for the project, and the low bidder, Spiess Construction Co., Inc., is responsive to all requirements of the bid proposal, the Public Works Department requests that the board award the contract for the Lone Pine Sidewalk Construction and ADA Improvements Project to Spiess Construction Co., Inc.

The roads will not be closed during construction. The contractor will provide for one-lane traffic control during portions of the work. The local residents and emergency response agencies will be informed of the project. Construction area signs will be installed in the project vicinity to inform the travelling public of the project. The construction time for this project is anticipated to be approximately 85 working days.

The effective date for the contract will be October 1, 2023, contingent upon the Board's adoption of the Fiscal Year 2023-2024 Budget.

FISCAL IMPACT:

Funding Source	State ATP Funds and STIP Funds	Budget Unit	034601
Budgeted?	Yes with budget adoption	Object Code	5708
Recurrence	Ongoing Expenditure Through Contract Completion		
Current Fiscal Year Impact			
\$1,888,094.48			
Future Fiscal Year Impacts			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose not to award the construction contract. This is not recommended as Public Works believes that the bids are competitive and we are unlikely to get lower bids if we re-advertise the project.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

1. Program Supplement
2. LP Sidewalks Bid Tabulation
3. LP Sidewalks Bid - Spiess

APPROVALS:

Travis Dean	Created/Initiated - 9/1/2023
Darcy Ellis	Approved - 9/5/2023
Travis Dean	Approved - 9/5/2023
Shannon Platt	Approved - 9/5/2023
Grace Chuchla	Approved - 9/5/2023
Breanne Nelums	Approved - 9/5/2023
Amy Shepherd	Approved - 9/6/2023
Michael Errante	Approved - 9/6/2023
Nate Greenberg	Final Approval - 9/7/2023

PROGRAM SUPPLEMENT NO. T10 Rev. 2
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00046S

Adv. Project ID 0919000065
Date: May 09, 2023
Location: 09-INY-0-CR
Project Number: ATPSB1L-5948(096)
E.A. Number:
Locode: 5948

This Program Supplement, effective 08/15/2019, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00046S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 04/25/2007 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. 2021-44 approved by the ADMINISTERING AGENCY on 08/20/2021 (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION:

Various locations throughout the community of Lone Pine

TYPE OF WORK: Sidewalk and ADA-compliant improvements

LENGTH: 0.0(MILES)

Estimated Cost	State Funds		Matching Funds	
	STATE		LOCAL	OTHER
\$2,180,089.42		\$2,165,000.00	\$15,089.42	\$0.00

COUNTY OF INYO

STATE OF CALIFORNIA
Department of Transportation

By Michael Errante

By Daniel Bui

Title Public works Director

for **Chief, Office of Project Implementation**
Division of Local Assistance

Date 5/24/2023

Date 06/05/2023

Attest Michael Errante

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Jennie Yee

Date 5/12/2023

\$2,165,000.00

SPECIAL COVENANTS OR REMARKS

1. This PROJECT is programmed to receive funding from the State Transportation Improvement Program (STIP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. The start of reimbursable expenditures is restricted to the later of either 1) the effective date of the Master Agreement, 2) the effective date of the PROGRAM SUPPLEMENT, or 3) the effective date of the component specific allocation.

2. STATE and ADMINISTERING AGENCY agree that additional funds made available by future allocations will be encumbered on this PROJECT by use of a STATE approved Allocation Letter and Finance Letter. ADMINISTERING AGENCY agrees that STATE funds available for reimbursement will be limited to the amount allocated by the California Transportation Commission (CTC) and/or the STATE.
3. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. An approved time extension will revise the timely use of funds criteria, outlined above, for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof.

Documentation for approved supplementary allocations, time extensions, and fund transfers between components will be a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

4. This PROJECT will be administered in accordance with the CTC STIP guidelines, as adopted or amended, and the STATE Procedures for Administering Local Grant Projects in the State Transportation Improvement Program (STIP), the Local Assistance Program Guidelines, and the Local Assistance Procedures Manual. The submittal of invoices for project costs shall be in accordance with the above referenced publications and the following.
5. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits, plans specifications & estimate, and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion to make the final payment to the contractor and prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.
6. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage

SPECIAL COVENANTS OR REMARKS

of the State Budget Act containing these STATE funds.

7. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after the award. Failure to do so will cause delay in processing the invoices for the construction component. As a minimum, the award information should have the following: Project number, project description, PPNO, date the project was advertised, award amount, bid opening date, award date and estimated completion date.
8. This PROJECT is subject to the timely use of funds provisions enacted by Senate Bill 45 (SB 45), approved in 1997, and subsequent CTC guidelines and State procedures approved by the CTC and STATE, as outlined below:

Funds allocated for the environmental & permits, plan specifications & estimate, and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and complete the construction or vehicle purchase contract within 36 months of award.

9. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

10. A. This PROJECT will be administered in accordance with the applicable CTC STIP guidelines and the Active Transportation Program guidelines as adopted or amended, the Local Assistance Procedures Manual (LAPM), the Local Assistance

SPECIAL COVENANTS OR REMARKS

Program Guidelines (LAPG), and this PROGRAM SUPPLEMENT.

B. This PROJECT is programmed to receive State funds from the Active Transportation Program (ATP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. Unless otherwise determined, the effective date of the component specific allocation will constitute the start of reimbursable expenditures.

C. STATE and ADMINISTERING AGENCY agree that any additional funds made available by future allocations will be encumbered on this PROJECT by use of a STATE-approved Allocation Letter and STATE Finance Letter. ADMINISTERING AGENCY agrees that STATE funds available for reimbursement will be limited to the amount allocated by the California Transportation Commission (CTC) and/or the STATE.

D. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. Funds transferred between allocated project components retain their original timely use of funds deadlines, but an approved time extension will revise the timely use of funds criteria for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof.

Documentation will consist of a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

E. This PROJECT is subject to the timely use of funds provisions enacted by the Active Transportation Program guidelines, as adopted or amended, and by approved CTC and State procedures as outlined below.

Funds allocated for the environmental & permits (E&P), plan specifications & estimate (PS&E), and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and to complete and

SPECIAL COVENANTS OR REMARKS

accept the construction within 36 months of award.

F. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract. Failure to do so will cause a delay in the State processing of invoices for the construction phase.

G. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits (E&P), plans specifications & estimate (PS&E), and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion or contract acceptance to make the final payment to the contractor prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.

H. ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current LAPM and the Active Transportation Program (ATP) Guidelines.

I. ADMINISTERING AGENCY indirect costs, as defined in 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, to be claimed must be allocated in accordance with an Indirect Cost Allocation Plan (ICAP), submitted, reviewed, and approved in accordance with Caltrans Audits and Investigations requirements which may be accessed at: www.dot.ca.gov/hq/audits/.

ADMINISTERING AGENCY agrees to comply with, and require all sub-recipients and project sponsors to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, and all applicable Federal and State laws and regulations.

ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., and all applicable Federal and State laws and regulations, shall be used to determine the allowability of individual PROJECT cost items.

Any Fund expenditures for costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, or 48 CFR, Chapter 1, Part 3, are subject to repayment by ADMINISTERING AGENCY to STATE. Should ADMINISTERING AGENCY fail to

SPECIAL COVENANTS OR REMARKS

reimburse Funds due STATE within 30 days of demand, or within such other period as may be agreed in writing between the Parties hereto, STATE is authorized to intercept and withhold future payments due ADMINISTERING AGENCY from STATE or any third-party source, including, but not limited to, the State Treasurer, the State Controller, and the California Transportation Commission.

J. By executing this PROGRAM SUPPLEMENT, ADMINISTERING AGENCY agrees to comply with all reporting requirements in accordance with the Active Transportation Program guidelines, as adopted or amended.

K. This PROJECT has received funds from Active Transportation Program (ATP). The ADMINISTERING AGENCY agrees to administer the project in accordance with the CTC Adopted SB1 Accountability and Transparency Guidelines.

11. The ADMINISTERING AGENCY shall construct the PROJECT in accordance with the scope of work presented in the application and approved by the California Transportation Commission. Any changes to the approved PROJECT scope without the prior expressed approval of the California Transportation Commission are ineligible for reimbursement and may result in the entire PROJECT becoming ineligible for reimbursement.

RESOLUTION NO. 2021-44

A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF INYO, STATE OF CALIFORNIA
APPROVING ADMINISTERING AGENCY-STATE MASTER AGREEMENT NO. 09-5948S21,
AUTHORIZING THE CHAIRPERSON OF THE BOARD TO EXECUTE THE AGREEMENT, AND
AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO EXECUTE PROGRAM
SUPPLEMENTS TO MASTER AGREEMENT NO. 09-5948S21

WHEREAS, the County of Inyo is eligible to receive state funding for certain transportation projects through the California Department of Transportation; and

WHEREAS, master agreements, program supplemental agreements, fund exchange agreements and/or fund transfer agreements need to be executed by the California Department of Transportation before such funds can be claimed; and

WHEREAS, Administering Agency-State Master Agreement No. 09-5948S21 between the County of Inyo and the State of California is required to establish the terms and conditions applicable to the County of Inyo in order to receive state funds for a designated project; and

WHEREAS, as individual state-funded projects are developed, program supplement agreements shall be executed outlining specific details for each individual project; and

WHEREAS, the delegated authority to execute program supplement agreements must be approved by resolution of the Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors hereby approves Administering Agency-State Master Agreement No. 09-5948S21, and authorizes the chairperson of the Board of Supervisors to execute the master agreement for and on behalf of the County of Inyo; and,

BE IT FURTHER RESOLVED, that the director of public works is hereby authorized to execute program supplement agreements for individual state-funded projects to which Administering Agency-State Master Agreement No. 09-5948S21 applies.

Passed, approved, and adopted this 20th day of August, 2021 by the following vote:

AYES: -5- Supervisors Griffiths, Kingsley, Pucci, Roeser,
Totheroh

NOES: -0-

ABSENT: -0-

ABSTAIN: -0-



Chairperson, Board of Supervisors

ATTEST: Leslie L. Chapman,
Clerk of the Board

by 

Assistant Clerk of the Board

COUNTY OF INYO BID TABULATION

Lone Pine Sidewalk Construction and ADA Improvements Project No. TR-19-028

Bid Opening Date: September 1, 2023, 3:00 PM

Location: County Admin Building

#	BIDDER NAME	Base Bid	Add. Alt #1	Add. Alt. #2	Total Bid	Bond	Addendum 1
1.	Spies Construction Co. Inc.	\$1,389,543.70	\$192,904.65	\$133,991.82	\$1,716,440.17	✓ YES	✓ YES
2.	Quelcon Contractors, Inc.	\$1,599,020.00	\$270,072.00	\$129,107.00	\$1,998,279.00	✓ YES	✓ YES
3.							
4.							
5.							

Opened By: Hayley Carter

Present: TRAVIS DEAN



Bid Form

Proposal to County of Inyo for the construction of

Lone Pine Sidewalks Construction and ADA Improvement Project

Bidder Information:

Name: SPIESS CONSTRUCTION Co., INC.
Address: P.O. BOX 2849
SANTA MARIA, CA 93457
Phone: 805-937-5859
Email: info@sccitanks.com

To the Inyo County Council:

Pursuant to and in compliance with your Notice to Bidders inviting sealed proposals (bids) and the other documents relating thereto, the undersigned bidder, being fully familiar with the terms of the contract documents, local conditions affecting the performance of the contract, the character, quality, quantities, and scope of work, and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated in the contract, including all of its component parts and everything required to be performed, and to furnish any and all of the labor, material, tools, equipment, transportation, services, permits, utilities, and all other items necessary to perform the contract and complete in a workman like manner, all of the work required in connection with the construction of said work all in strict conformity with the plans and specifications and other contract documents, including Addenda 1, _____, _____, and _____, for the prices hereinafter set forth.

The bidder, under penalty of perjury, certifies that, except as noted on an attached page, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager: Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years; Does not have a proposed debarment pending; and Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years. If there are any exceptions to this certification, insert the exceptions on an attached page.

The undersigned as bidder, declares that the only persons or parties interested in this proposal as principals are those named herein and that this proposal is made without collusion with any person, firm, or corporation; and he proposes and agrees, if the proposal is accepted, that he will execute a contract with the County in the form set forth in the contract documents and that he will accept in full payment thereof the unit prices on the following 3 pages.

Bid Form: Base Bid

Item	Unit	Description	Unit Price	QTY	Total Price
1	LS	Mobilization	66,960.00	1	66,960.00
2	LS	Erosion Control	21,600.00	1	21,600.00
3	LF	Relocate (E) Fence	86.40	322	27,820.80
4	EA	Remove Tree	2,160.00	16	34,560.00
5	EA	Sign	540.00	16	8,640.00
6	EA	Relocate (E) Fire Hydrant	4,860.00	2	9,720.00
7	EA	Relocate Mailbox	432.00	1	432.00
8	EA	Relocate Water Meter	4,320.00	1	4,320.00
9	EA	Adjust Utility Box	1,188.00	10	11,880.00
10	EA	8 inch Water Valve	4,320.00	4	17,280.00
11	EA	Adjust Water Meter and Install Traffic Rated Lid	3,240.00	2	6,480.00
12	EA	Adjust Manhole	1,620.00	2	3,240.00
13	EA	Remove (E) Construct Infiltration Chamber	17,280.00	1	17,280.00
14	LF	12 inch Storm Drain	270.00	126	34,020.00
15	EA	Sidewalk Cross Drain	5,076.00	1	5,076.00
16	EA	Install 2 inch Water Service	4,860.00	2	9,720.00
17	LF	12 inch Water Pipe	324.00	87	28,188.00
18	LF	6 inch Water Pipe	259.20	100	25,920.00
19	SF	Remove (E) Construct Sidewalk	15.50	9,557	148,133.50
20	LF	Remove (E) Construct Curb & Gutter	77.50	2,610	202,275.00
21	SF	Remove (E) install PCC Spandrel	32.50	325	10,562.50
22	LF	Remove (E) Construct PCC Curb	92.25	20	1,845.00
23	EA	Remove (E) Construct PED Ramp Case A or C	36.00	19	684.00
24	EA	Remove (E) Construct Corner Ramp	75.00	4	300.00
25	EA	Remove (E) Construct Ramp with Hand Rail	8,270.00	2	16,540.00
26	EA	Remove (E) Construct Stairs with Hand Rail	11,250.00	1	11,250.00
27	SF	Remove (E) Construct Driveway	23.50	1,155	27,142.50
28	SF	Remove (E) Construct Commercial Driveway	26.00	2,082	54,132.00
29	SF	Remove (E) Construct Alley	26.00	1,619	42,094.00
30	SF	Remove (E) Construct N Jackson PCC Flatwork Extension	40.50	220	8,910.00
31	SF	Remove (E) Construct Pavement Patch	19.00	20,298	385,662.00
32	SF	Accessible Pavement Marking	4.30	289	1,242.70
33	LF	Paint Curb Red	2.70	832	2,246.40
34	LF	Paint Curb White	2.70	43	116.10
35	EA	Stop Marking	135.00	7	945.00
36	LF	4 inch Solid White Line (paint)	1.60	742	1,187.20
37	LF	12 inch Solid Line (paint)	3.25	892	2,874.00
38	LS	Traffic Control	91,800	1	91,800.00

Item	Unit	Description	Unit Price	QTY	Total Price
39	LS	SWPPP	8,640.00	1	8,640.00
40	LS	Construction Staking	37,800.00	1	37,800.00
Total Base Bid					1,389,543.70

CY is cubic yard; EA is each; LF is linear foot; LS is lump sum; SF is square foot

Bid Form: Add Alt 1

Work shown in Add Alt 1 on C1 SITE PLAN sheet only.

Item	Unit	Description	Unit Price	QTY	Total Price
5*	EA	Sign	540.00	5	2,700.00
19*	SF	Remove (E) Construct Sidewalk	19.00	949	18,031.00
20*	LF	Remove (E) Construct Curb & Gutter	74.00	1,224	90,576.00
23*	EA	Remove (E) Construct PED Ramp Case A or C	3,780.00	5	18,900.00
27*	SF	Remove (E) Construct Driveway	21.75	971	21,119.25
31*	SF	Remove (E) Construct Pavement Patch	19.00	1,486	28,234.00
33*	LF	Paint Curb Red	2.70	177	477.90
35*	EA	Stop Marking	135.00	1	135.00
37*	LF	12 Inch Solid Line (paint)	3.25	262	851.50
38	LS	Traffic Control (47% of Base Bid)	6,480.00	1	6,480.00
39	LS	Construction Staking (47% of Base Bid)	5,400.00	1	5,400.00
Total Add Alt 1 Bid					192,904.65

CY is cubic yard; EA is each; LF is linear foot; LS is lump sum; SF is square foot

***Unit prices shall be the same as in the Base Bid**

Bid Form: Add Alt 2

Work shown in Add Alt 2 on C1 SITE PLAN sheet only.

Item	Unit	Description	Unit Price	QTY	Total Price
4*	EA	Remove Tree	2,160.00	3	6,480.00
5*	EA	Sign	540.00	1	540.00
9*	EA	Adjust Utility Box	1,188.00	2	2,376.00
19*	SF	Remove (E) Construct Sidewalk	19.28	886	17,080.31
20*	LF	Remove (E) Construct Curb & Gutter	65.66	235	15,431.04
23*	EA	Remove (E) Construct PED Ramp Case A or C	4,174.20	2	8,348.40
28*	SF	Remove (E) Construct Commercial Driveway	23.48	386	9,254.74
29*	SF	Remove (E) Construct Alley	25.06	310	7,767.36
31*	SF	Remove (E) Construct Pavement Patch	19.01	2,872	54,590.98
33*	LF	Paint Curb Red	2.70	90	243.00
38	LS	Traffic Control (9% of Base Bid)	6,480.00	1	6,480.00
39	LS	Construction Staking (9% of Base Bid)	5,400.00	1	5,400.00
Total Add Alt 2 Bid					133,991.82

CY is cubic yard; EA is each; LF is linear foot; LS is lump sum; SF is square foot

***Unit prices shall be the same as in the Base Bid**

Bid Form Total Summary:

Total Base Bid	1,389,543.70
Total Add Alt 1 Bid	192,904.65
Total Add Alt 2 Bid	133,991.82
Base Bid with Add Alt 1	1,582,448.35
Base Bid with Add Alt 2	1,523,535.52
Base Bid with Add Alt 1 & 2	1,716,440.17

This bid was received on
September 1, 2023 @ 2:34 p.m.
 Attest: Nathan Greenberg,
 Administrative Officer and Clerk of
 the Board, Inyo County, CA.

By: [Signature], Assistant



The contract will be awarded based on the base bid.

In the event the total amount for an individual bid item does not agree with the product of the estimated quantity and unit price bid for that item, the unit price stated for the individual item shall govern and the incorrect total amount for that item shall be corrected. In the event the Total Base Bid, Total Add Alt 1, or Total Add Alt 2 do not agree with the sum of the total amounts bid for the respective bid items, the total amounts for the respective bid items shall govern and the incorrect Totals shall be corrected.

Unit prices for all items, extensions and total amount of bid must be shown. The proposal submitted shall be in effect for 30 days after the opening of bids.

Accompanying this proposal is a deposit in the form of a BID BOND (Insert words "certified check", "cashier's check", "bid bond", "cash", or appropriate description of substitute security, as the case may be) in the amount of \$ _____ which amount is not less than 10% of the total Base Bid, payable to the COUNTY OF INYO.

The undersigned deposits the above-named security as a proposal guarantee and agrees that it shall be forfeited to the County in case this proposal is accepted by the County and the undersigned fails to execute a contract with the County as specified in the contract documents or fails to furnish the required payment and performance bonds, or substitute, and insurance certificates and endorsements. Should the County be required to engage the services of an attorney in connection with the enforcement of this bid, bidder promises to pay County's reasonable attorneys' fees, incurred with or without suit.

The names of all persons interested in the foregoing proposals as principals are as follows. If bidder is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a general partnership, state true name of firm, also names of all individual partners composing firm; if a limited partnership, the names of all general partners and limited partners; if an individual, state first and last names in full; if the bidder is a joint venture, state the complete name of each party.

SPIESS CONSTRUCTION CO., INC.
SCOTT A. COLEMAN, PRESIDENT FRANK L. FÖRTHUN, V.P.
JEFF DAVIDSON, SECRETARY/TREAS. LAURA JEINE, ASST. SECRETARY

Authorized Bidder Representative:

Name (typed or printed): SCOTT A. COLEMAN (SEAL)

By: 
(Individual's signature - attach evidence of authority to sign)

Title: SCOTT A. COLEMAN, PRESIDENT

Bid Bond

(10% of Total Bid Amount)

We, Spiess Construction Co., Inc. as Principal,

and Travelers Casualty and Surety Company of America as Surety,
jointly and severally, bind ourselves, our heirs, representatives, successors and assigns, as set forth herein to the

County of Inyo, California

(herein called County) for payment of the penal sum of Ten Percent (10%) of the Total Amount Bid---
----- Dollars (\$ --10%--), lawful money of the United
States. Principal has submitted the accompanying bid for the construction of

Lone Pine Sidewalks Construction and ADA Improvement Project

If the Principal is awarded the contract and enters into a written contract, in the form prescribed by the County, at the price designated by his bid, and files two bonds with the County, or substitute security in lieu thereof, one to guarantee payment for labor and materials and the other to guarantee faithful performance, in the time and manner specified by the County, and carries all insurance in type and amount which conforms to the contract documents, and furnishes required certificates and endorsements thereof, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Forfeiture of this bond, or any deposit made in lieu thereof, shall not preclude the County from seeking all other remedies provided by law to cover losses sustained as a result of the Principal's failure to do any of the foregoing.

Principal and Surety agree that if the County is required to engage the services of an attorney in connection with the enforcement of this bond, each shall pay County's reasonable attorney's fees incurred with or without suit.

Executed on August 28, 2023

Spiess Construction Co., Inc.

PRINCIPAL

(Seal of Corporation)

By *Scott A. Coleman*

Title SCOTT A. COLEMAN, PRESIDENT

(Attach Acknowledgment of Authorized Representative of Principal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Santa Barbara)

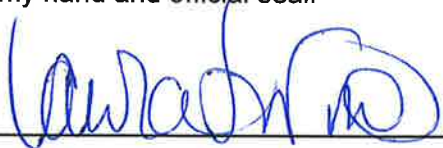
On August 29, 2023 before me, Laura C. Jevne, Notary Public
(insert name and title of the officer)

personally appeared Scott A. Coleman,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)



Any claims under this bond may be addressed to:

Travelers Insurance Company (Name and address of Surety)

Bond & Specialty Insurance Claim

P.O. Box 2989

Hartford, CT 06104-2989

email: BSIclaims@travelers.com

ABD Insurance & Financial Services (Name and address of Surety's agent for service of
process in California, if different from above)

777 Mariners Island Blvd., Suite 250

San Mateo, CA 94404

(408) 684-8379 (Telephone number of Surety's agent in California)

(Attach Acknowledgement)

Travelers Casualty and Surety Company of America

SURETY

By



(Attorney-in-Fact)

Jean L. Neu, Attorney-in-Fact

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Santa Clara)

On AUG 28 2023 before me, Erin Bautista, Notary Public
(insert name and title of the officer)

personally appeared Jean L. Neu
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *Erin Bautista* (Seal)





**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **JEAN L NEU** of **SAN MATEO**, California, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **28th** day of **August**, 2023




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

Non-collusion Declaration

The undersigned declares:

I am
the PRESIDENT
of SPIESS CONSTRUCTION CO., INC.

the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on

Date 29 AUGUST 2023 at

County, State SANTA BARBARA, CALIFORNIA

Signature 

Printed Name SCOTT A. COLEMAN, PRESIDENT

Contractor's Certificate Regarding Worker's Compensation

Description of Contract: County of Inyo **Lone Pine Sidewalks Construction and ADA Improvement Project**

Labor Code Section 3700 Provides (in part):

“Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- A. By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.

- B. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.”

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Dated: 29 AUGUST 2023

SPIESS CONSTRUCTION Co., INC.
(Contractor)

By 

SCOTT A. COLEMAN, PRESIDENT
(Official Title)

Proposed Equipment And Material Manufacturers

Awarding of a contract will not imply approval by the County of the manufacturers or suppliers proposed by the Contractor. The proposed equipment and materials to be incorporated in the work, their manufacturers, and suppliers are:

STORM DRAIN & WATER PIPE-ING	WESTERN NEVADA
REDI-MIX & AGGREGATES	711 MAT'S
ASPHALT & AGGREGATES	GRANITE

Proposed Subcontractors

As required by Section 4100-4107 of the Public Contract Code, the Contractor shall list the subcontractors proposed for this project. No substitution will be permitted after award of contract except upon written approval of the County. The proposed subcontractors on this project are listed below. If small business subcontracting preference is claimed, provide percentage of total bid for each small business subcontractor.

<u>Description of Work</u>	<u>% of Bid</u>	<u>Name of Subcontractor</u>	<u>Subcontractor License Number</u>	<u>Location of Mill Shop, or Office</u>
CONCRETE	28%	CEN CAL CONST.	# 962895	Bakersfield, CA
STRIPING	2%	Super Seal & Stripe	# 396627	Fillmore, CA
DEMO	5%	MCW Const. Inc.	# 620,379	Mammoth Lakes, CA
AC PAVING	15%	Black Gold Asphalt Inc.	# 626721	Mammoth Lakes, CA

Contractor Licenses

The Contractor's license classifications required for this project are as follows:

Class A – General Engineering Contractor or
Class C8 - Concrete Contractor

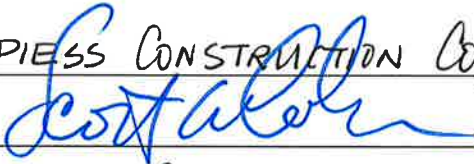
These classifications are provided for information purposes only. The Engineer does not warrant that all classifications required for the project are listed.

It is the County's intent that "plans," as used in Public Contract Code Section 3300, is defined as the construction contract documents, which include both drawings and specifications.

The contractor hereby confirms that it has all licenses and permits required by federal, state, and local statutes, regulations, and ordinances. The following are the Contractor's applicable license numbers:

<u>Contractor's License Number</u>	<u>Expiration Date</u>
<u>333989</u>	<u>5-31-24</u>
_____	_____
_____	_____
_____	_____

I state under penalty of perjury that all information submitted by me and included in this contract is true and correct.

Signature of Bidder: SPIESS CONSTRUCTION CO., INC.

SCOTT A. COLEMAN, PRESIDENT

Dated: 29 AUGUST 2023



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4067

Request for Landfill Fee Waiver Public Works - Recycling & Waste Management ACTION REQUIRED

ITEM SUBMITTED BY

Cap Aubrey, Public Works Deputy Director, Solid Waste

ITEM PRESENTED BY

Michael Errante, Public Works Director

RECOMMENDED ACTION:

Approve a waiver up to the historical cap of \$100 toward the Bishop Paiute Tribe Friends for the Conservation Open Space Area pilot project.

BACKGROUND / SUMMARY / JUSTIFICATION:

The County received the attached correspondence from Bishop Paiute Tribe Environmental Management Office requesting a waiver of County solid waste tipping fees as an incentive for tribal members to volunteer for a community stewardship and cleanup program. Their request to the County is for 10 free dump run vouchers for tribal members' household waste disposal. The correspondence indicates that this would be a starting point, but their hope is to make the program ongoing in the future.

Recycling and Waste Management receives multiple requests for fee waivers; most are from non-profits and held at a \$100 maximum. The request at issue in this agenda item asks for ten vouchers at 16 yards per voucher as a starting point – with the potential for future requests. Calculating the cubic yardage to average tonnage for the material fees to be waived for these initial ten vouchers equates to a total request of approximately \$1,800. This request is much higher than our average request and historical cap for fee waivers.

FISCAL IMPACT:

Funding Source	Non-General Fund	Budget Unit	045700
Budgeted?	No	Object Code	
Recurrence	N/A		
Current Fiscal Year Impact			
2023/2024 estimated at \$100 maximum			
Future Fiscal Year Impacts			
All fee waivers affect our revenue.			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose to provide a different fee waiver than what is being recommended here. This is not recommended, however, as the \$100 waiver is the historical cap which has been afforded to other similar requests, and deviating from this could create a precedent.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

1. Waiver Request

APPROVALS:

Nate Greenberg	Created/Initiated - 9/5/2023
Cap Aubrey	Approved - 9/5/2023
Nate Greenberg	Approved - 9/7/2023
Darcy Ellis	Approved - 9/7/2023
John Vallejo	Approved - 9/7/2023
Amy Shepherd	Approved - 9/7/2023
Nate Greenberg	Final Approval - 9/7/2023

To Whom it may Concern

Re: Community Clean Up Projects

Hello My name is Thomas Gustie III, Natural Resources Specialist, Bishop Paiute Tribe Environmental Management Office. I am writing to request a gate fee waiver for a community stewardship and cleanup program that we will be running this upcoming year.

This summer, we are piloting a program called Friends of the COSA which will get volunteers to help us complete restoration projects in the Conservation Open Space Area (COSA) a 25-acre wetland on the reservation, adjacent to Bishop Elementary. The COSA is open to the public and utilized by Inyo County Office of Education outdoor education program during the school year.

The restoration/stewardship projects for Friends of the COSA will involve clearing out invasive weeds, building pollinator gardens, transplanting plants and more. We have numerous project sites and are aiming to have a volunteer event each month. These volunteers will help us get projects done in a few hours that would normally take our staff much longer. To ensure that members of the Tribe buy into the program and volunteer, we would like to offer them an incentive. This incentive would be a free dump run. EMO would provide them with either a trailer or dump truck, and they would be able to fill it up with Solid Waste or Vegetation from their household. We will provide education on how to separate the debris from household goods, chippable material, metals and recyclables.

While our department does not have the capacity to assist with clean-ups throughout the community, we hope that this program will allow people to not only become more involved in stewardship work, but also spend time cleaning up the land around where they live. We would truly appreciate your assistance in getting this program off the ground by waiving the dump fee for clean-ups associated with Friends of the COSA. While we want this program to be ongoing, we think that starting with 10 free dump runs will be a great way to create buy in and demonstrate the need for this program in the community. Please let us know if you would be willing to contribute to our program in this way!

Thanks in advance,



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4101

Road Closure Accommodating Big Pine Paiute Tribe Fall Fandango Parade Public Works - Road Department ACTION REQUIRED

ITEM SUBMITTED BY

Sean Marsh, Engineering Assistant

ITEM PRESENTED BY

Michael Errante, Public Works Director

RECOMMENDED ACTION:

Approve the closure of a portion of Bartell Road in Big Pine on October 14, 2023, between the hours of 8 a.m. and 12 p.m., to accommodate the Big Pine Paiute Tribe Fall Fandango event.

BACKGROUND / SUMMARY / JUSTIFICATION:

The Big Pine Paiute Tribe has submitted an application for a special event permit, and is requesting permission to close a portion of Bartell Road as depicted in the attached map, for their annual Fall Fandango parade and event. The parade will take place on Hill Street, Bartell Road, and Richards Road. Bartell is the only road involved that is under County jurisdiction.

The Big Pine Paiute Tribe will be required to send notices of road closure to residents whose access will be affected by the closure at least 48 hours prior to the event. Notices should be posted throughout the community of Big Pine and in the Post Office & Tribal Offices.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	
Budgeted?	N/A	Object Code	
Recurrence	N/A		
Current Fiscal Year Impact			
Future Fiscal Year Impacts			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose not to approve the proposed road closure, and the Big Pine Paiute Tribe would have to hold the event on non-County Roads.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

APPROVALS:

Sean Marsh	Created/Initiated - 8/22/2023
Darcy Ellis	Approved - 8/23/2023
Shannon Platt	Approved - 8/23/2023
Michael Errante	Final Approval - 8/23/2023



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4127

Road Closures Accommodating California Indian Day Parade

Public Works - Road Department

ACTION REQUIRED

ITEM SUBMITTED BY

Travis Dean, Engineering Assistant

ITEM PRESENTED BY

Michael Errante, Public Works Director

RECOMMENDED ACTION:

Approve road closures on Pa Ha Lane, Diaz Lane, Barlow Lane, and See Vee Lane, with detours between the hours of 7 a.m. and 12 p.m. on September 22, 2023, for the purpose of the annual Bishop Paiute Tribe and Toiyabe Indian Health Project California Indian Day Parade/Run.

BACKGROUND / SUMMARY / JUSTIFICATION:

On Friday September 22, 2023, between the hours of 7:00 a.m. and 12:00 p.m., the Bishop Paiute Tribe & Toiyabe Indian Health Project plan to hold their annual Parade/Run celebrating California Indian Day. Both agencies have submitted special event permits requesting permission to close portions of Pa Ha Lane, See Vee Lane, Barlow Lane, and Diaz Lane for these events. These agencies are timing their events to follow in succession, limiting the impact on the traveling public that utilize these roads on a regular basis. The 0.8 mile parade will begin at the Bishop Paiute Tribal Office at 50 Tu-Su Lane and will travel north before turning west onto Diaz Lane. The route will then turn south onto Barlow Lane and will end at the Barlow Lane gym. The Walk/Run portion of the event will start at the Owens Valley Paiute-Shoshone Cultural Center, travel north down See Vee Lane, then turn east at Diaz Lane. The route will then turn north to Pa Ha Lane and finish at the Wanaaha Casino.

The area of the proposed road closures, Pa Ha Lane, Diaz Lane, Barlow Lane, and See Vee Lane provide access for residents of the Bishop Paiute Tribe. The Inyo County Road Department will include provisions in the permit to enable people within the road closure to access their homes, and will provide signs to assist with the closure of these roads. There will be minimal impact on people trying to cross the reservation, as there are many alternate routes around the proposed road closures. The permittees will be required to arrange for staging and placement of traffic control devices needed for these road closures.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	
Budgeted?	N/A	Object Code	
Recurrence	N/A		

Current Fiscal Year Impact
Future Fiscal Year Impacts
Additional Information

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose not to approve the closing of these roads for these events. This is not recommended, as the parade/run impact will be minimal and closure of the roadways will greatly increase safety for participants.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

1. Application

APPROVALS:

Darcy Ellis	Created/Initiated - 9/6/2023
Travis Dean	Approved - 9/6/2023
Darcy Ellis	Approved - 9/6/2023
John Vallejo	Approved - 9/6/2023
Shannon Platt	Approved - 9/6/2023
Michael Errante	Approved - 9/6/2023
Nate Greenberg	Final Approval - 9/7/2023



ROAD DEPARTMENT
 P.O. DRAWER Q – 168 N. EDWARDS STREET
 INDEPENDENCE, CA 93526
 PHONE: (760) 878-0201
 FAX: (760) 878-2001

**COUNTY
 OF
 INYO**

Michael Errante, Public Works Director
 Shannon Platt, Road Superintendent

(For County Use Only)
 Permit #:
 Fee:
 Receipt:
 Issue Date:
 Expires:
 By:

APPLICATION FOR A SPECIAL EVENT PERMIT

Bishop Paiute Tribe
 Applicant/Permittee
 50 Tu Su Lane
 Address
 Bishop Ca. 93514
 City/State/Zip Code

9/5/2023
 Date
 Tracy Watterson or Gloriana Bailey
 Contact Person
 760-873-3584
 Phone
 tracy.watterson@bishoppaiute.org
 E-Mail

PARADE () DANCE () RACE () OTHER ()

DESCRIBE THE EVENT IN DETAIL. INCLUDE MAP OR DRAWING.

2023 California Indian Day Parade

NAME OF ROAD (S) OR INYO COUNTY PROPERTY: Starting point Pa HA Lane-PaHa Lane to (left) Diaz LAne- (right) on N.Barlow Lane-ending at N.Barlow Lane Gym (road closures)

REQUESTED DATE (S) OF PERMIT: 9/22/2023

ROAD CLOSURE: YES () NO () HOURS: 730am am/pm to 1200pm am/pm on 9 / 22 / 23

TRAFFIC CONTROL NEEDED: YES () NO ()

(TRAFFIC CONTROL SHALL BE PROVIDED BY CHP OR INYO COUNTY SHERIFF)

SPECIAL CONDITIONS:

LIMITATION OF INYO COUNTY'S LIABILITY

The County of Inyo, its officers, agents and employees, including but not limited to the Director of Public Works, shall not be answerable, accountable or liable in any manner for injury to, or death of, any person resulting from activities conducted pursuant to this Permit, including but not limited to injuries to the permittee, persons employed by the permittee, persons acting on behalf of the permittee, or any other person, or for damage to property from any cause.

Permittee shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from and against all claims, damages, losses, judgements, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with, the use of the facilities or the activities of Permittee, or Permittee's guests, agents, officers, suppliers, subcontractors or employees. Permittee'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. Permittee's obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other cost which is caused in whole or in part by any act or omission including negligence, gross negligence, recklessness or willful misconduct of the Permittee, or Permittee's guests, agents, officers, suppliers, subcontractors or employees, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable, except such loss or damage which is caused by the sole active negligence or willful misconduct of the County.

Permittee'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 Permittee to procure and maintain a policy of insurance. Insurance Requirements are attached as Attachment 1.

ACKNOWLEDGMENT AND AGREEMENT OF PERMITTEE

Permittee has read and understands this permit application form and the terms and conditions herein and, as a condition of receiving the permit, agrees to the same.

PERMITTEE SIGNATURE: Alan M. Bailey DATE: 9-6-2023

County use only below this line

INSURANCE APPROVED: YES () NO ()

ATTACHMENTS: _____

COPIES TO: _____

THIS PERMIT IS TO BE STRICTLY ENFORCED AND NO OTHER ENCROACHMENT OTHER THAN THAT SPECIFICALLY MENTIONED ABOVE IS AUTHORIZED.

APPROVED BY: _____ DATE: _____

PERMIT NUMBER: _____

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

Waiver of Subrogation

Permittee hereby grants Inyo County a waiver of any right to subrogation which any insurer of said Permittee may acquire against Inyo County by virtue of the payment of any loss under said insurance. Permittee 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 from the insurer.

Acceptability of Insurers

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

Verification of Coverage

Permittee 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. All certificates and endorsements are to be received and approved by Inyo County *at least five days* before Permittee commences activities.

Liquor Liability

If Permittee will be supplying alcoholic beverages, or if the event is "bring your own alcohol", the general liability insurance shall include host liquor liability coverage. If Permittee is using a caterer or other vendor to supply alcohol that vendor must have liquor liability coverage. If Permittee intends to sell alcohol either the Permittee or vendor providing the alcohol for sale must have a valid liquor sales license and liquor liability insurance covering the sale of alcohol.

Homeowners Insurance

In some cases, the Permittee's homeowner's liability insurance may provide coverage sufficient to meet these requirements. Permittee should provide these requirements to his or her agent to confirm and provide verification to Inyo County.

Special Events Coverage

Special events coverage is available from local insurance brokers and online insurance retailers for an additional fee to provide the liability insurance required by this agreement. Inyo County does not sell insurance.

Special Risks or Circumstances

Inyo County reserves the right to modify these requirements based on the nature of the risk, prior events, insurance coverage, or other special circumstances.

PROCEDURE FOR OBTAINING A PERMIT TO HOLD PUBLIC EVENT ON COUNTY ROADS OR PROPERTIES UNDER COUNTY JURISDICTION

Obtain an "**Application for Special Event Permit**" form from the Inyo County Department of Public Works.

Return the permit application, properly filled out, with event location and limits clearly defined. A sketch map, of a quality that is reproducible and showing all of the facilities, roads and/or properties to be involved in the event is required, if applicable. Event duration and time of start and finish must be stated, as well as, date of event.

A parade permit shall be obtained from the State (Caltrans) permit engineer if applicable.

The permit application should be returned to the County Department of Public Works, Independence at least thirty (30) days prior to the event date. The Department of Public Works must have time to prepare the permit and get it into the hands of the Permittee, the Highway Patrol, Inyo County Sheriff's Office, the Fire Department and all other agencies concerned.

Your permit when received has instructions that must be followed. The County is in no way obligated to take part in the preparations or clean-up of the event. An assist may be procured from the County or State for providing signs and barricades.

Notification of request for County signs, barricades, and/or cones for special event must be 10 days in advance. If County equipment is requested there must be an event responsible party that can sign a COUNTY LOAN AGREEMENT. Please contact Travis Dean at 760-878-0203 to make arrangements to pick up/deliver equipment and sign the loan agreement. If you cannot reach Travis Dean please contact the Road Superintendent Shannon Platt at 760-873-4733 or 760-937-5136.

Your local California Highway Patrol, Sheriff's Department, County and State road maintenance foremen and Fire Department must all be notified of your permit and the event program. Their cooperation in advising you of all requirements and assists can be expected and should be asked.

The County provides copies of the permit to the departments concerned as a courtesy. This does not relieve the Permittee of notifying the agencies listed.

Insurance Requirements for Special Event Permit

Permittee shall procure and maintain for the duration of the special event period insurance against claims for injuries to persons or damages to property which may arise from or in connection with the use of the facilities and the activities of the Permittee, his guests, agents, representatives, employees, or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

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

If the use includes athletic activities, Permittee shall provide evidence that the CGL includes coverage for injuries to athletic participants and/or provide evidence of Participant Accident Insurance. Athletic participant waivers should specifically include "Inyo County, its officials, officers, agents, employees, and volunteers" and the location name.

If the Permittee 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 Permittee. Any available 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:

Additional Insured Status

Inyo County, its officials, officers, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of liability arising out of the use of the facility, work or operations performed by or on behalf of the Permittee including materials, parts, or equipment furnished in connection with such work or operations.

Primary Coverage

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

Umbrella or Excess Policy

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

Notice of Cancellation



Michael Errante, Public Works Director

ROAD DEPARTMENT
168 N. EDWARDS ST. - P.O. DRAWER Q
INDEPENDENCE, CA 93526
PHONE: (760) 878-0201
FAX: (760) 878-2001

**COUNTY
OF
INYO**

COUNTY OF INYO LOAN AGREEMENT

LOANEE:	Bishop Paiute Tribe	ORGANIZATION:	Bishop Paiute Tribe
Address:	50 Tu Su Lane Bishop, Ca. 93514		Phone: 760-873-3584

The Loanee has received, as a loan from the Inyo County Road Department, the following items:

Item Description	Replacement Cost	Item Quantity	Total Replacement Cost
28" Traffic cone	\$35.00	30	
18" Traffic Cone	\$22.00		
Type 2 Barricade	\$59.00		
30" Aluminum Sign	\$57.00	10	
48" Fabric Sign with brackets	\$120.00		
Aluminum Stand for fabric signs	\$100.00		
Orange Safety Flag	\$20.00		
36" Delineators with bases	\$65.00		

The Loanee accepts full responsibility for the maintenance of this equipment during the loan period. The Loanee agrees to pay to the Inyo County Road Department the full replacement cost at new equipment prices for any equipment lost, stolen or damaged beyond repair during the time of the loan period or replace any lost, stolen, or damaged beyond repair equipment with equal or better equipment that is acceptable to the Inyo County Road Department.

The Loanee accepts full responsibility for any liability incurred from the use or misuse of this equipment and hold harmless the County of Inyo for any liability incurred from the use or misuse of this equipment.

The Loanee agrees to return to the Inyo County Road Department any or all loaned equipment within the time specified below. All loaned equipment will be returned in the same condition as received by Loanee from the Inyo County Road Department.

Loanee Signature:	<i>Glenn H. Bailey</i>		Date:	9/5/2023	
Requested Issue Date:	9/21/2023	Issue Date:	9/21/2023	Condition:	
Received By:		Replacement Cost:			
Date to be Returned:	9/22/2023	Per:		Balance Due:	

To be completed by Road Dept.

To be completed by Road Dept.

To be completed by Road Dept.

Loan Agreement must be submitted at least 10 DAYS in advance of Requested Issue Date.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/06/2023

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).

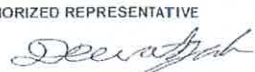
PRODUCER Pacific Ag Insurance- Hanford 1715 N. 11th Avenue Hanford, CA 93230 Jordan Koelewyn (Assigned)	559-584-3391	CONTACT NAME: Jordan Koelewyn (Assigned) PHONE (A/C, No, Ext): 559-584-3391 FAX (A/C, No): 559-584-6262 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURED Bishop Paiute Tribe 50 Tu Su Lane Bishop, CA 93514	INSURER A :	Hudson Insurance Company NAIC # 25054
	INSURER B :	Princeton Excess & Surplus 10786
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

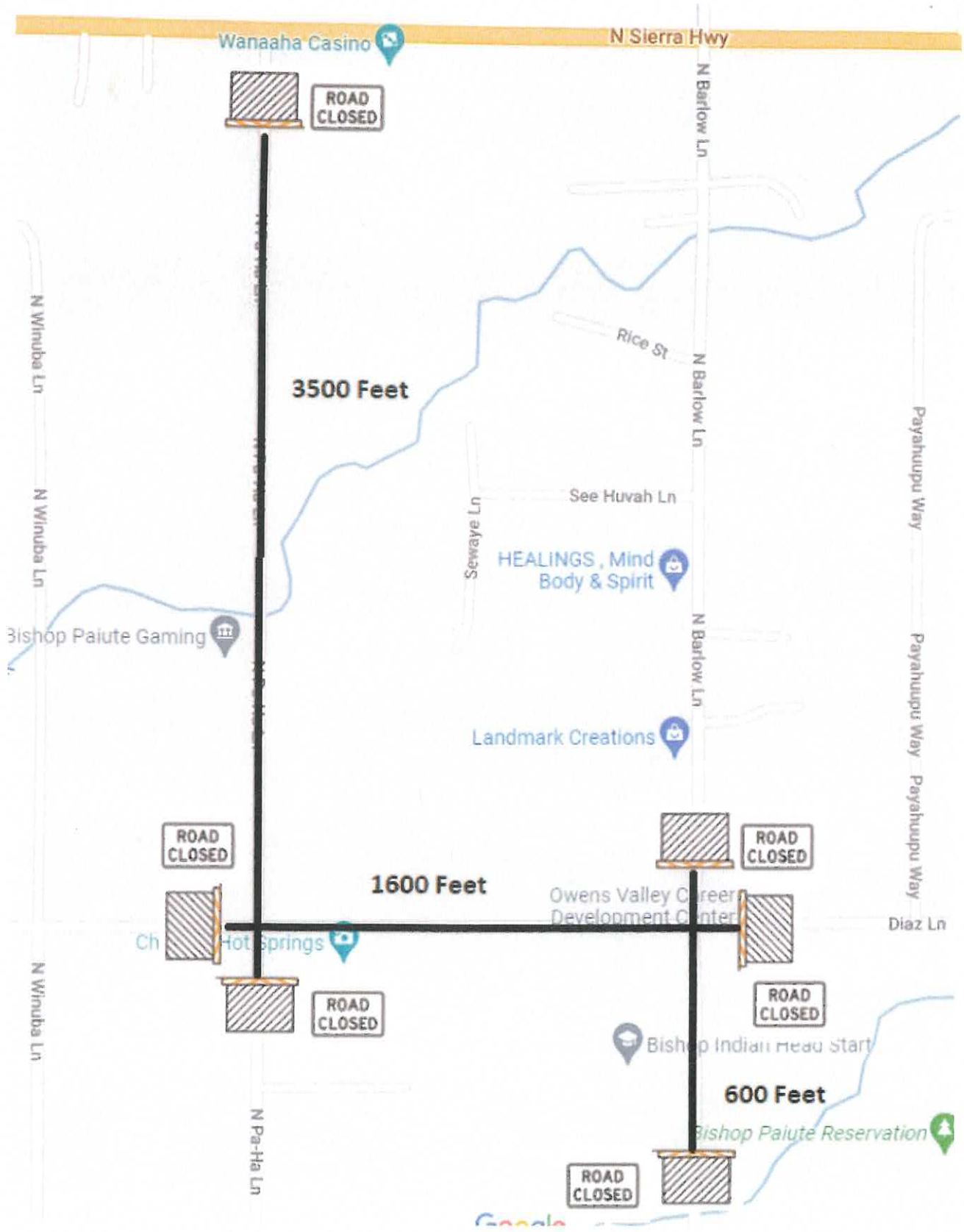
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

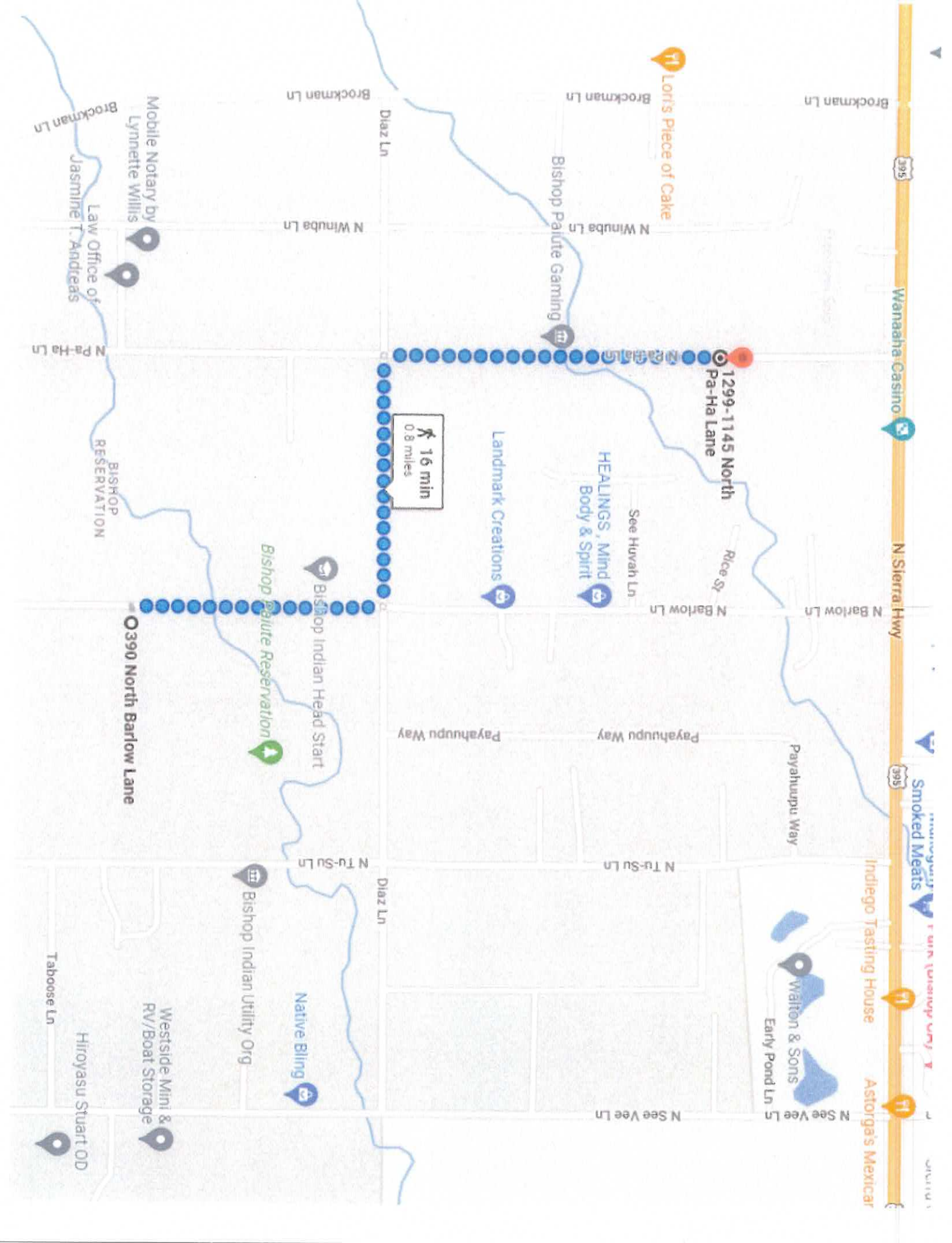
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	NACL0057414	02/01/2023	02/01/2024	EACH OCCURRENCE \$ 10,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 10,000,000 Emp Ben. \$ 10,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			NACL0057414	02/01/2023	02/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A	OBHP263683545	02/01/2023	02/01/2024	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Property			TPIP2023(DEC37)9219	07/01/2023	07/01/2024	

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 to be covered as additional insureds on the CGL with respect to liability arising out of or in connect to event. Liability policy are primamry & non contributory as respects Inyo County.
 Event 9/22/2023 California Indian Day Parade

CERTIFICATE HOLDER County of Inyo 1360 N. Main Street Bishop, CA 93514	COUNTY:	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 
--	----------------	---





Lori's Piece of Cake

1299-1145 North Pa-Ha Lane

16 min
0.8 miles

Landmark Creations

HEALINGS, Mind Body & Spirit

See Huvah Ln

Rice St

N Barlow Ln

Payahuupu Way

Payahuupu Way

Payahuupu Way

N Tu-Su Ln

N Tu-Su Ln

Diaz Ln

N See Vee Ln

Walton & Sons
Early Pond Ln

Indiego Tasting House

Astorga's Mexican

Smoked Meats

Wanaaha Casino

N Sierra Hwy

Mobile Notary by
Lynnette Willis

Law Office of
Jasmine T. Andreas

Brockman Ln

Brockman Ln

N Winuba Ln

Diaz Ln

Bishop Paiute Gaming

N Pa-Ha Ln

BISHOP RESERVATION

0390 North Barlow Lane

Bishop Indian Head Start

Bishop Paiute Reservation

Native Bling

Bishop Indian Utility Org

Westside Mini &
RV/Boat Storage

Hiroyasu Stuart OD

Taboose Ln



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4046

County of Inyo and California Health and Recovery Solutions, P.C. Memorandum of Understanding

Sheriff

ACTION REQUIRED

ITEM SUBMITTED BY

Shane Scott, Acting Lieutenant

ITEM PRESENTED BY

Shane Scott, Acting Lieutenant

RECOMMENDED ACTION:

Approve the Memorandum of Understanding between the County of Inyo and California Health and Recovery Solutions, P.C., for the provision of Correctional Officer Services in an amount not to exceed \$200,000.00 for the period of September 12, 2023 through June 30, 2024, contingent upon the Board's approval of the Fiscal Year 2023-2024 Budget, and authorize the Sheriff or designee to sign the MOU and the related HIPAA compliance MOU.

BACKGROUND / SUMMARY / JUSTIFICATION:

The Memorandum of Understanding (MOU) provides timely mental health, psychiatric stabilization, and competency restoration services, as well as increased clinical engagement; dedicated clinical staff to conduct regular patient engagement and psychiatric stabilization; funding for custody staff to support the program; clinical and legal assistance in obtaining involuntary medication orders, as deemed clinically appropriate and necessary; statewide funding for psychiatric medication support, including long-acting injectable; and Department of State Hospitals (DSH) case management teams to coordinate IST pathway placement determination to DSH facility, available diversion program, or available Community Based Restoration program with counties and other community providers.

As an individual progresses through clinical treatment with the EASS program while awaiting admission to a DSH facility, DSH will continually assess the individual to determine the best pathway/placement for treatment, which may also include an available Diversion or Community Based Restoration program. Additionally, the individual can be re-evaluated to determine if competency has been achieved.

Authorization to enter into a companion Business Associates Agreement MOU with the State for Health Insurance Portability and Accountability Act (HIPAA) compliance is also requested with this agenda item.

FISCAL IMPACT:

Funding Source	State funds	Budget Unit	022900
Budgeted?	Yes - included in the CAO Recommended Budget	Object Code	4499/5001
Recurrence	Ongoing funding source		

Current Fiscal Year Impact
Defray correctional salary costs
Future Fiscal Year Impacts
Additional Information

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board can choose not to enter into this Memorandum of Understanding (MOU). Our staff does not recommend this due to the delayed impact of incarcerated persons' court-ordered competency evaluations. It would delay timely mental health, psychiatric stabilization, competency restoration services, and clinical engagement. This MOU would provide \$200,000 in state funding to offset personnel supervision costs during evaluation and reduce the need to hold incarcerated persons and transport them once a bed in an out-of-county facility is located, reducing the impact on general funds.

Currently, incarcerated persons who are court-ordered to have a competency evaluation wait several months in our facility before a bed is available, and we transport them to a state hospital for evaluation. This program would immediately allow incarcerated persons to receive state hospital services in our facility.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

1. HIPAA Memorandum of Understanding
2. California Health and Recovery Solutions, P.C. Memorandum of Understanding

APPROVALS:

Shane Scott	Created/Initiated - 9/1/2023
Darcy Ellis	Approved - 9/1/2023
Shane Scott	Approved - 9/1/2023
John Vallejo	Approved - 9/1/2023
Amy Shepherd	Approved - 9/7/2023
Noam Shendar	Approved - 9/7/2023
Nate Greenberg	Approved - 9/7/2023
Stephanie Rennie	Final Approval - 9/7/2023

MEMORANDUM OF UNDERSTANDING BETWEEN
MOU INYO COUNTY AND THE DEPARTMENT OF STATE HOSPITALS

The federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) requires a Memorandum of Understanding (MOU) between governmental entities with respect to the receipt, access, use and disclosure of protected health information (PHI) as defined in 45 C.F.R. § 160.103. The Inyo and the Department of State Hospitals (DSH) intend this Agreement to act as the MOU pursuant to 45 C.F.R. § 164.504(e)(3)(i)(A), which will serve as the basis for handling and safeguarding health information provided by County to DSH in the course of receiving services set forth in Early Access & Stabilization Services Contract with Wellpath. This Agreement further sets forth the obligations of DSH to access, use, and disclose PHI.

"Covered entity", "business associate" and "PHI" shall have the same meaning as defined in 45 C.F.R. § 160.103. "Hybrid entity" shall have the same meaning as defined in 45 C.F.R. § 164.103. "Covered component" shall have the same meaning as "health care component" as defined in 45 C.F.R. § 164.103. "Security incident" shall have the same meaning as defined in 45 C.F.R. § 164.304. "Breach" shall have the same meaning as defined in 45 C.F.R. § 164.402.

County and DSH agree to the following:

DSH is responsible for protecting the confidentiality of PHI and shall implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of PHI that it creates, receives, maintains, or transmits consistent with federal laws and standards, the Statewide Information Management Manual (SIMM), and the State Administrative Manual Chapter 5300 (SAM). In furtherance of this responsibility, DSH will ensure that its workforce complies with all applicable state and federal requirements, as well as the restrictions and conditions set forth in this Agreement.

DSH shall ensure in a written agreement that any agent, contractor, or subcontractor to whom it provides County provided PHI, agrees to implement reasonable and appropriate safeguards to protect data consistent with federal and state laws, including but not limited to, the Information Practices Act and HIPAA. This Agreement shall satisfy this requirement between County and DSH.

Upon County's knowledge of a material breach or violation of this MOU by DSH, County shall provide an opportunity for DSH to cure the breach or end the violation and terminate the agreement if DSH does not cure the breach or end the violation within the time specified by Contractor and agreed to by DSH.

DSH shall use any necessary administrative, technical and physical safeguards to protect the confidentiality, integrity, and availability of data transmitted or accessed from source systems. DSH shall comply with Subpart C of 45 C.F.R. Part 164 with respect to PHI to prevent use and disclosure not permitted or required by this Agreement, the Early Access & Stabilization Services Contract with Wellpath, or as required by law.

DSH shall immediately report in writing to the County contacts below, any security incident or breach of which it becomes aware. DSH shall also immediately notify County in writing of any use or disclosure of PHI inconsistent with this Agreement of which it becomes aware:

County Privacy/Compliance Officer	County Information Security Officer
Shane Scott Acting Jail Lieutenant P.O. Drawer S Independence, CA 93526 sscott@inyocounty.us 760-878-0325	Noam Shendar Chief Information Officer P.O. Box 477 Independence, CA 93526 nshendar@inyocounty.us 760-614-1515
DSH Chief Privacy Officer	DSH Chief Information Security Officer
Chief Privacy Officer Office of Legal Services 1215 O Street, MS-5 Sacramento, CA 95814 Email: DSHSacLegalPrivacy@dsh.ca.gov Telephone: 916-562-3721	Chief Information Security Officer Information Security Office 1215 O Street, MS-4 Sacramento, CA 95814 Email: iso@dsh.ca.gov and security@dsh.ca.gov Telephone: 916-654-4218

DSH shall not further disclose PHI unless required or permitted by law including, but not limited to, activities permitted under 45 C.F.R. § 164.504(e) for its proper management and administration and to carry out its legal obligations.

DSH shall not use software to identify patterns in large batches of data for any purpose not specified in the agreement or permitted under this MOU. Permitted activities include those activities permitted under 45 C.F.R. § 164.504(e) for its proper management and administration and to carry out its legal obligations.

DSH shall make available PHI to patients when requested in accordance with 45 C.F.R. § 164.524. DSH shall make available PHI for amendment and incorporate amendment in accordance with 45 C.F.R. § 164.526. DSH shall also make available to County upon request, the information required to provide an accounting of disclosures in accordance with 45 C.F.R. § 164.528.

With respect to PHI, DSH agrees to use and disclose PHI only as outlined in this Agreement, the Early Access & Stabilization Services Contract with Wellpath, or as otherwise permitted or required by law.

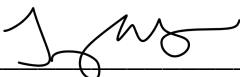
When an obligation under this Agreement requires DSH to carry out County's obligation under Subpart E of 45 C.F.R. Part 164, DSH shall comply with the requirements of Subpart E that apply to County in performance of its obligations to County.

DSH shall make their practices, personnel, books, records, and policies regarding the use and disclosure of PHI available to the Secretary of the federal Health and Human Services when requested to determine the compliance of the covered entity Department.

DSH shall ensure in a written agreement that contractors, consultants, and subcontractors that create, receive, store, or transmit PHI on behalf of County agree to the same restrictions, requirements, conditions that apply to County with respect to PHI.

Upon termination of this Agreement, DSH shall return or destroy the PHI provided consistent with this Agreement. If the PHI cannot be returned or destroyed, DSH shall continue to safeguard the information and limit further uses or disclosure that make return or destruction infeasible. If circumstances change and, as a result, the PHI cannot be returned or destroyed consistent with this Agreement, DSH must inform the County within ten (10) days of an alternative method with description of PHI protections.

County Contract Manager	DSH Contract Manager
Riannah Reade Administrative Assistant Inyo County Sheriff P.O. Drawer S Independence, CA 93526 Cell: (760) 878-8558 rreade@inyocounty.us	Tracy M. Weyer, Psy.D. Assistant Chief Psychologist Early Access and Stabilization Services (EASS) Community Forensic Partnerships Division Department of State Hospitals 1215 O Street, MS-9 Sacramento, CA 95814 Cell: (916) 539-7609 Email: tracy.weyer@dsh.ca.gov



Date: 08/22/23
Tracy M. Weyer, Psy.D., Department of State Hospitals, Assistant Chief Psychologist

_____Date:
Stephanie J. Rennie, Inyo County, Sheriff

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) by and between the **County of Inyo**, California (the “County”), and **California Health and Recovery Solutions, P.C.**, a California corporation (“CHRS”), entered into effective as of the date of the last signature of the parties to this MOU (the “Effective Date”).

RECITALS

WHEREAS, the Agency has entered into an agreement (the “DSH Agreement”) with CHRS for the provision of Early Access and Stabilization Services, (the “Services”) in correctional facilities located throughout the State of California; and

WHEREAS, the County operates a correctional facility in Inyo County, California (the “Facility”); and

WHEREAS, CHRS and the County wish to enter into this MOU to establish the terms for CHRS’s provision of Services at the Facility.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed by and between the Parties as follows:

1. **Recitals:** The parties hereto acknowledge and agree that the above recitals are true and correct and are hereby incorporated by this reference.
2. **Term:** The term of this MOU shall commence on the Effective Date and continue in full force and effect for a period of three (3) years, and shall be coterminous with the DSH Agreement. As such, this MOU shall automatically renew for two (2) additional three (3) year terms, unless CHRS delivers written notice to the County that the DSH Agreement has terminated.
3. **Termination:**
 - a. This MOU shall terminate immediately upon the termination of the DSH Agreement. CHRS shall promptly provide written notice of any such termination.
 - b. Any party may terminate this MOU for their convenience and without cause by giving thirty (30) days’ advance written notice to the other parties hereto.
 - c. It is understood and agreed that this MOU shall be subject to annual appropriations by DSH. If future funds are not appropriated for this MOU, and upon exhaustion of existing funding, CHRS may terminate this Agreement without penalty or liability by providing fourteen (14) days’ advance written notice to the County.
4. **Party Responsibilities:** The County shall provide the services of one (1) correctional officers (the “Corrections Services”) to facilitate the provision of Services at the Facility. In exchange for the Corrections Services, CHRS shall make monthly payments to the County in an amount not to exceed Two Hundred Thousand dollars per year.
5. **Invoicing:** The County shall submit invoices to CHRS monthly in arrears. CHRS shall pay such invoices in full within ninety (90) days of its receipt of each such invoice. Invoices and all payment inquiries should be directed to:

California Health and Recovery Solutions
Attn: Accounts Payable
3340 Perimeter Hill Drive
Nashville, TN 37211
accountspayable@wellpath.us

6. **Confidentiality:** All parties shall comply with all applicable federal and state laws governing the privacy and security of protected health information. The parties to this MOU will ensure there will be no exchange of patient information without specific written authorization by the patient or their legal representative, or unless required by state or federal law. Any exchange of patient information for the purposes of arranging or coordinating services will be conducted in a confidential environment such that the identity of the patient is protected.
7. **Governing Law:** This MOU and the rights and duties of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of California.
8. **Assignment:** The MOU may not be assigned by any Party except with the prior written consent of the other Parties, which shall not unreasonably be withheld. Any assignment by a Party without the other Parties' prior written consent shall be null and void and without force and effect.
9. **Insurance.** CHRS shall, at all times during the Term of this Agreement, maintain minimum insurance coverage. Should CHRS elect not to carry insurance, CHRS agrees to assume any and all liability for and shall fully indemnify, defend, and hold the County harmless from any and all claims or actions, adverse judgments, or settlements arising out of or relating to CHRS's performance under this MOU and the DSH Agreement. Notwithstanding the foregoing, CHRS may elect not to carry insurance, provided, however, that such insurance coverage or lack thereof shall not limit CHRS's liability under this Agreement.
10. **Notice:** Whenever any notice, demand or consent is required or permitted under this MOU, such notice, demand or consent shall be written and shall be deemed given when sent by certified mail, return receipt requested, hand delivery, reputable overnight carrier (e.g. Fed Ex, UPS), or via email to the address set forth for each party below.
11. **Modification:** No modification of any of the provisions of this MOU shall be binding unless in writing and signed by all parties to this MOU.
12. **Headings/Number, Gender:** The headings contained in this MOU are for reference purposes only and shall not affect in any way the meaning or interpretation of this MOU. When the context requires, the gender of all words includes the masculine, feminine, and neuter, and the number of all words includes the singular and plural.
13. **Severability:** If any provision of this MOU is deemed to be invalid or unenforceable, the remainder of this MOU shall be valid and enforceable as though the invalid or unenforceable parts had not been included herein.
14. **Counterparts:** This MOU may be executed in two (2) or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or

by e-mail delivery, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such signature page were an original thereof.

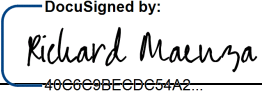
- 15. **Entire Agreement:** This MOU, and all attachments and documents referenced herein, supersedes all previous contracts concerning the subject matter herein, and constitutes the entire agreement between the parties regarding the subject matter hereof. As between the parties, no oral statements or prior written material not specifically referenced in this MOU will be of any force and effect.

IN WITNESS WHEREOF, the parties have executed this MOU having read, understood, and agreed to all the terms, conditions, obligations, rights, covenants, representations, and warranties herein and intending to be bound as of the Effective Date.

INYO COUNTY

By: _____	Address for Notice:
Name: <u>Stephanie J. Rennie</u>	Attn: Shane Scott _____
Title: Sheriff _____	P.O. Drawer S _____
Date: _____	Independence, CA, 93526 _____

CALIFORNIA HEALTH AND RECOVERY SOLUTIONS

By:  _____	Address for Notice:
Name: <u>Dr. Richard Maenza</u>	Attn: <u>Chief Legal Officer</u>
Title: <u>President</u>	<u>3340 Perimeter Hill Drive</u>
Date: <u>9/1/2023</u>	<u>Nashville, TN 37211</u>



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4131

Fiscal Year 2023-2024 Budget Hearings County Administrator - Budget ACTION REQUIRED

ITEM SUBMITTED BY

County Budget Team

ITEM PRESENTED BY

Nate Greenberg, County Administrative Officer

RECOMMENDED ACTION:

- A) Collect public comment; and
- B) Review and adopt the Fiscal Year 2023-2024 CAO Recommended Budget according to the schedule provided (see attached).

(If necessary, the Board of Supervisors will recess the Budget Hearing, to reconvene on a date or dates specific and noticed as required, prior to September 26, 2023, the 14-day deadline to complete the Budget Hearings.)

BACKGROUND / SUMMARY / JUSTIFICATION:

The County Administrative Officer's Recommended Budget can be viewed online at www.inyocounty.us. Hard copies are available for public review at the Clerk of the Board of Supervisors office, 224 N. Edwards St., Independence.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	
Budgeted?	N/A	Object Code	
Recurrence	N/A		
Current Fiscal Year Impact			
See CAO Recommended Budget.			
Future Fiscal Year Impacts			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board can request changes to the Recommended Budget, or recess and reconvene the hearing to a later date.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

All County Departments.

ATTACHMENTS:

1. FY 23-24 Budget Index
2. FY 23-24 Inyo County Budget Executive Summary

APPROVALS:

Darcy Ellis	Created/Initiated - 9/6/2023
Denelle Carrington	Approved - 9/6/2023
John Vallejo	Approved - 9/7/2023
Amy Shepherd	Approved - 9/7/2023
Nate Greenberg	Final Approval - 9/7/2023

INYO COUNTY FISCAL YEAR 2023-2024 BUDGET HEARINGS SCHEDULE
Administrative Center, Independence
September 12, 2023 – beginning at 10:15 a.m. & continuing as necessary

I. Budget Message: Introduction and Summary of Fiscal Year 2023-2024 CAO Recommended Budget

II. Consent Agenda:	Page
Water	1
Owens River Water Trail Grant	6
Salt Cedar Project	9
Treasurer – Tax Collector	12
Sheriff	17
Animal Control – General	23
CalMet Task Force	28
DNA	32
Illegal Cannabis Suppression	35
Jail – CAD/RMS Project	38
Jail – General	41
Jail – Safety Personnel	47
Jail – STC	50
Jail Security Project	53
Kitchen Services	56
Off Highway Vehicle Grant	61
RAN	64
Sheriff – Safety Personnel	67
Road	71
State Funded Road Projects	77
Public Works	81
Big Pine Lighting	85
Bishop Airport – Operating	89
Bishop Airport – Special Aviation	95
Bishop Airport – Environmental Assessment	98
Building & Safety	101
County Services Area #2	106
Deferred Maintenance	110
Independence Airport – Operating	113
Independence Airport – Special Aviation	116
Independence Lighting	119
Lone Pine/Death Valley Airport – Operating	123
Lone Pine/Death Valley Airport – Special Aviation	127
Lone Pine/Death Valley Airport Improvement	130
Lone Pine Lighting	133
Maintenance – Building & Grounds	137
Parks & Recreation	142
Parks Rehab & Development Trust	148
Per Capita Grant – Prop 68	149
Recycling & Waste Management	150
Recycling & Waste Capital Improvement	156
Shoshone Airport – Special Aviation	159
Tecopa Lagoon Project	162
Transportation & Planning Trust	165
Water Systems Budget	169
Assessor	173

II. Consent Agenda Continued:	Page
Agricultural Commissioner/Sealer	178
Cannabis Regulation – General Operating	183
Eastern Sierra Weed Management Area Grant	187
Inyo Mosquito Abatement Program	192
Child Support Services	197
Public Administrator/Guardian	203
Probation – General	208
Criminal Justice Realignment	214
Juvenile Institutions	219
Out of County – Juvenile Hall	225
Prop 64 Public Health & Safety	229
Planning & Zoning	232
Yucca Mountain Oversight Grant	237
Health & Human Services – Health	241
CA Home Visiting Program	248
CalAim – Path Justice Involved	251
California Children Services – Administration	252
California Children Services – Treatment	257
Community Based Child Abuse Prevention (CBCAP)	261
Child Health & Disability Prevention (CHDP)	265
Community Mental Health	269
COC Continuum of Care	277
Drinking Driver Program	281
Eastern Sierra Area Agency on Aging (ESAAA)	285
ELC-2 Enhanced Lab Capacity	292
First Five Commission	297
FIRST Program	302
Foster Care	307
General Relief	310
Maternal Child Health Grant (MCAH)	313
Social Services – General	318
Substance Use Disorders	326
TANF/CalWORKs	331
Tobacco Tax Grant 22-25	334
Women, Infants, Children Grant 22-23 (WIC)	339
Women, Infants, Children Grant 23-24 (WIC)	344
Work Investment Act (WIA)	349
Grand Jury	353
Farm Advisor	356
Lease Rental	361
Range Improvement	364
Environmental Health – General	367
District Attorney	373
District Attorney – Safety	378
OES – VWAC 22-23	381
OES – VWAC 23-24	385
County Counsel	388
County Clerk – General	393
Elections	398
Recorder – Recorders Micrographic System	403
Coroner	408
Board of Supervisors	411

II. Consent Agenda Continued:	Page
Auditor-Controller – General	416
Auditor-Controller – CalPERS Refunding Safety	420
Auditor-Controller – Economic Stabilization	423
Auditor-Controller – General Reserves	426
Auditor-Controller – Geothermal	429
General Revenues & Expenditures	432
IFAS Upgrade	436
Insurance, Retirement, OASDI	439
PILT Trust	442
County Administrative Officer – General	443
Abatement	448
Accumulated Capital Outlay	451
Advertising County Resources	454
American Rescue Plan Act 2021	459
California Museum Grant 2022	462
County Radio Communication Fund	465
Computer Systems Fund	466
Computer Upgrade	467
Consolidated Office Building	470
Contingencies	474
County Liability Trust	475
County Library	478
Disaster Services	483
Economic Development	488
Emergency Preparedness 22-23	492
Emergency Preparedness 23-24	495
EMS - Emergency Medical Services	499
ESCOG	500
Fish & Game	504
General Relief Fund	507
Grants In Support	510
Great Basin APC Grant	513
Homeland Security 20-21	516
Homeland Security 21-22	519
Homeland Security 22-23	522
IMBC – Inyo Mono Broadband	525
Information Services	528
LATA – Local Agency Technical Assistance	533
LATCF	536
Law Library	539
Medical Malpractice Trust	542
Motor Pool – Operating	545
Motor Pool – Replacement	549
Museum – General	552
Natural Resource Development	557
Personnel	560
Property Tax Upgrade	564
Public Defender	567
Purchasing Revolving	570
Risk Management	573
Veterans Service Officer	577
Workers Compensation	581



INYO COUNTY
CALIFORNIA

2023 **RECOMMENDED**
2024 **BUDGET**

Published September 1, 2023



EXECUTIVE SUMMARY
OF THE
FISCAL YEAR 2023-2024
RECOMMENDED BUDGET

Submitted to the
INYO COUNTY BOARD OF SUPERVISORS

from
CAO NATE GREENBERG &
THE INYO COUNTY BUDGET TEAM

SEPTEMBER 1, 2023
for the Budget Hearings beginning September 12, 2023



TABLE OF CONTENTS

USING THIS BUDGET	4
EXECUTIVE SUMMARY.....	4
ATTACHMENTS	4
BUDGET DETAILS	4
COUNTY ADMINISTRATOR’S MESSAGE	5
2023 – 2024 BUDGET HIGHLIGHTS	6
FISCAL YEAR 2022-2023 IN REVIEW	9
BUDGET OVERVIEW	11
GENERAL FUND BUDGET ANALYSIS	15
WORKFORCE OVERVIEW	20
WORKFORCE COST ANALYSIS.....	20
POSITION BREAKDOWN BY DEPARTMENT.....	20
TOTAL NUMBER OF ALLOCATED POSITIONS (FULL AND PART TIME).....	21
POSITIONS AND VACANCIES BY DEPARTMENT	22
EMPLOYEE REPRESENTATION	23
CHANGES IN AUTHORIZED STAFFING.....	23
RESERVES AND CONTINGENCIES	24
RESERVES.....	24
CONTINGENCIES	24
FUND BALANCE.....	25
ACKNOWLEDGEMENTS	26
SUMMARY OF RECOMMENDATIONS	27



USING THIS BUDGET

EXECUTIVE SUMMARY

The Executive Summary is intended to provide readers with a high-level overview of what is included in the Fiscal Year 2023-2024 Budget in a summary format.

ATTACHMENTS

The following sections provide additional detail to the narrative and summarization provided in the Executive Summary.

- | | |
|---------------------|--|
| Attachment A | INYO COUNTY ORGANIZATIONAL INFORMATION
This section provides an overview of Inyo County structure and operation <ul style="list-style-type: none">• Board of Supervisors and Districts• Organizational Charts• County Office Information |
| Attachment B | AUTHORIZED POSITIONS
The “Manpower Report” reflects the authorized full-time equivalent positions by department and part-time (BPAR) positions in the County as of July 1, 2023 (does not include proposed personnel changes). |
| Attachment C | RECOMMENDED PERSONNEL CHANGES
This section provides additional detail and rationale to the recommended personnel changes as provided in this year’s budget. |
| Attachment D | DEFERRED MAINTENANCE PROJECTS
This section serves as the complete list of facility improvement projects recommended for funding this fiscal year. |
| Attachment E | BUDGET GUIDE
The Budget Guide is designed to help new readers better understand the Inyo County budget process, terminology, policies, and practices used in developing the annual budget. |
| Attachment F | DEPARTMENT REQUESTED TO CAO RECOMMENDED CHANGES
This attachment provides the details associated with changes that were made between the Department Requested and CAO Recommended budgets. |

BUDGET DETAILS

This section contains the actual budget numbers by individual budget unit for every County function.



COUNTY ADMINISTRATOR'S MESSAGE

Though many people see the County budget as a compilation of numbers, it truly is more than that. Beyond the numbers, the budget is a document which aims to describe the services that we provide to our community over the coming year – and at what cost and what sources of funding are necessary to carry out this important work. The purpose of this Executive Summary is to provide a less financially focused perspective into the larger set of numbers with the hope that it is easier to digest and understand for readers.



As I enter my second year with Inyo County, it is natural to reflect on the past 12 months. Though this time has been a rollercoaster on many levels, it has also impressed upon me the capacity and capability of the individuals working within this organization, along with the resiliency of the communities we serve. The work that counties perform is diverse and far reaching, and it is clear to see the impact of our team's work in this amazing part of California.

As most people are aware, as a County, and region, we are truly unique. Diverse communities and residents, public land – and its associated recreation and tourism – and our extremely rural character present some unprecedented opportunities and unique challenges in terms of delivering government services.

I believe that, in many ways, Inyo County is entering its heyday. A number of significant initiatives on the horizon will likely shape the future of the region for decades to come. Furthering a commitment to air service, investing in broadband infrastructure, focusing on housing development, and leveraging technology more effectively all stand to benefit the residents and visitors of Inyo County, and the Eastern Sierra as a whole.

The budget that follows has been crafted through a team effort. This begins at the department level, demands the attention of the Budget Team, and extends all the way to the Board of Supervisors. Collectively, we have taken a measured approach to financial planning for the coming fiscal year which strives to balance important ongoing efforts, supports new initiatives, and thoughtfully plans for the future – with all its uncertainty.

It is my pleasure to present the Fiscal Year 2023-2024 Recommended Budget, and I look forward to supporting the organization as we carry out the associated work over the coming year.

With regard,

Nate Greenberg
County Administrative Officer



2023 – 2024 BUDGET HIGHLIGHTS

The Fiscal Year 2023-2024 Recommended Budget has been prepared with the intent of providing for the operational needs of all County departments, while balancing the realities of limited revenue streams. The Inyo County Budget Team (consisting of the Senior Budget Analyst, Auditor-Controller, and County Administrator) has worked diligently over the past several months to analyze requests and develop spending plans which aim to accomplish the priorities set by departments and that are in line with Board of Supervisors priorities while trimming costs and running as lean as possible.

Fundamentally, Inyo County is in a stable financial position and the FY 23-24 budget reflects thoughtful investments in exciting and impactful program areas which leverage a combination of recurring and one-time revenues from Federal, State, and local sources.

While the COVID-19 pandemic is largely behind us and operations have generally returned to a pre-pandemic state, in some ways the organization is still adjusting to our “new normal.” This ranges from reacting to changes in funding and State priorities which impact program areas in Health and Human Services, to better leveraging technology in order to deliver services more efficiently to our residents, businesses, and visitors. Additional efforts are being made in various emergency services areas including disaster response; preparedness and planning; Emergency Medical Services; and public safety communications. All of this poses unique challenges as well as great opportunities for small government entities such as ours.

The FY 23-24 budget is fully balanced, with a total of \$156,244,001 in expenditures and \$140,494,866 in revenues. The General Fund makes up roughly 56% for a total of \$87,941,350 in expenditures and \$83,741,350 in revenues and is projected to use \$4,200,000 in Fund Balance.

Despite the anticipation of a slowing economy, the County is seeing some growth in our discretionary revenues. This year, increases were seen in Property Tax revenue (7%), Transient Occupancy Tax (5.25%), and Sales Tax (6%). Despite these increases, we are subject to the pressures of inflation and other associated cost increases which are requiring departments and the Budget Team to be conservative in our budgeting.

The primary focus areas for this fiscal year are further stabilization of and improvements to the delivery of County services, and important infrastructure initiatives which leverage one-in-a-lifetime funding opportunities. Additionally, Inyo County will be focused heavily over the coming year on recovering from the impacts of a record-breaking winter, followed by significant spring weather events, as well as Tropical Storm Hillary which caused millions of dollars of damage to County roads and infrastructure from various other agencies. County leadership continues to express the importance of fiscal resiliency, realized through diverting unspent contingencies into reserves at the end of each fiscal



year, and otherwise contributing funds whenever available to unfunded liabilities for future benefit. Rather than trying to predict when the next recession will hit, we again aim to match recurring revenues and expenditures to the best of our ability, while also striving to utilize one-time income sources for capital expenditures and other one-time investments. Through this budget, Inyo County has nearly \$10.8M in reserves, which further places us on stable footing should an economic downturn occur over the coming year.

Beyond some of the high-level objectives stated earlier, the following are some of the key highlights and areas of significant investment for Fiscal Year 2023-2024:

- Investment in a Class & Compensation Study aimed at supporting labor negotiations and helping to reconcile some issues with placement and compensation with regard to job duties.
- Upgrade to the Independence Correctional Detention Facility security system (\$900,000).
- Purchase and installation of a new body scanner for the Independence Correctional Detention Facility (\$232,000).
- Creation of a new inmate-run laundry program (\$200,000).
- Continued investment in the delivery of commercial air service at Bishop Airport (BIH) which includes operational costs, a minimum revenue guarantee contribution, and allocating funds for the pre-construction activities associated with a new terminal building.
- Construction of new shop and office building at the Bishop Sunland Landfill (\$400,000).
- Allocation of money to initiate a new project to ensure compliance with AB 1466 requirements for recorded and scanned documents within the Clerk-Recorder's Office (\$200,000).
- Investment in new online permitting software in conjunction with the City of Bishop to streamline operations in Planning, Building, and Code Enforcement (\$130,000).
- Consolidation of several disparate funding streams and budget units into a new singular Radio Budget, and the first phase of improving the state of the County's public safety and administrative radio system (\$332,493).
- Allocation of funds to stand up a new leadership development program in partnership with the California State Association of Counties (CSAC) Institute (\$60,000).
- Implementation of ePoll Books for improved election function (\$25,000).
- Restructure of Correctional Officer program which will allow the Sheriff to put four additional deputies on patrol (\$240,000).



EXECUTIVE SUMMARY

2023 – 2024 BUDGET HIGHLIGHTS

- Creation of a new Emergency Medical Services budget unit to assist with the new costs associated with supporting 911 ambulance service throughout the County. This includes an investment of \$40,000 toward the Bishop Operating Area, and \$150,000 toward volunteer districts throughout the County.
- Contribution of \$300,000 to the Other Post Employment Benefits (OPEB) trust account.

In addition, there are a number of significant efforts which are carrying over into this fiscal year, or for which the County is anticipating funding to materialize, as follows:

- Design and construction of last-mile broadband projects funded by Local Agency Technical Assistance and Federal Funding Account grants.
- Award of a \$2M Congressional Directed Spending (earmark) request to assist with the construction of a new terminal building at the Bishop Regional Airport.
- A pending Congressional Directed Spending (earmark) request to construct two new fire stations in Tecopa and Charleston View for the Southern Inyo Fire Protection District.



FISCAL YEAR 2022-2023 IN REVIEW

Change and adaptation have been the primary themes facing Inyo County over the last twelve months, as we embrace new leadership and react to the unexpected and unprecedented events happening around us. Though the organization has felt a certain amount of stress through this time, we have also recognized the strength of our staff and developed stronger partnerships with our allied agencies – all which will serve us well for the road ahead.

In September 2022, Inyo welcomed Nate Greenberg as the new County Administrative Officer who entered the organization on the heels of Leslie Chapman’s retirement. Nate comes to the organization with more than 20 years of experience of government information services, serving in various leadership roles in Mono County and the Town of Mammoth Lakes.

While a number of proactive efforts were initiated and carried forward, the County was also forced to react and respond to several emergencies. These emergencies impacted operations, caused substantial infrastructure damage in various locations throughout the County, and required significant time investments from key staff throughout the organization.

Late summer storms in 2022 caused significant damage in Death Valley National Park, stranding tourists for days and cutting off the eastern portion of the County for months until Caltrans could rebuild several portions of Highway 190. The winter of 2022-2023 started early and continued in earnest – ultimately being the wettest on record in the Southern Sierra. With all of the rain and snow also came some of the most significant storm impacts that Inyo County has seen in recent history. After months of high-elevation snow and intermittent valley weather, a warm March Atmospheric River resulted in rain-on-snow event which created a number of issues along the eastern escarpment of the Sierra between Bridgeport and Olancho. This included the closure of Highway 395 in multiple locations, effectively creating an archipelago of isolated communities and impacting both locals and visitors attempting to travel along the corridor. In response, Inyo and Mono counties partnered and opened a Joint Emergency Operations Center (EOC) for two weeks – with the support from a Type 1 Incident Management Team from the State.

This event, as well as numerous conversations leading up to it, provided for improved partnerships between Inyo County, the City of Bishop, the Los Angeles Department of Water and Power (LADWP), Caltrans, as well as several other allied agencies throughout the valley. These partnerships allowed all of the agencies to work together closely as we each anticipated what would be the largest runoff event that any of us have ever seen. Of particular note is a renewed spirit of cooperation with LADWP and forward progress with respect to the acquisition of the County landfills and an initiative aimed at resolving



land tenure issues. Though significant work is still required in this area, the County has renewed hope that a more collaborative approach can be taken to addressing in-valley issues with LADWP.

Also of note this year was the completion of several old and long-running infrastructure projects. These included opening of the North Round Valley Road bridge (which began nearly six years ago), the Diaz Lake boat launch and water system upgrade, Millpond restrooms, repairs to the Big Pine Flood Control Channel, several road asphalt overlay projects, and numerous other County facility improvements. Additionally, due to significant storm damage in the Owens Valley, the County was forced to make emergency repairs to Whitney Portal Road (twice) and Old Sherwin Grade.

Fiscal Year 2022-2023 also marked significant leadership changes in key positions throughout the County. Aside from the addition of a new County Administrator, Districts 1 and 3 welcomed new Supervisors, with Trina Orrill and Scott Marcellin (respectively) joining the Inyo team on January 1st, 2023. Admin staff and other Supervisors invested considerable energy into on-boarding these new Board members, which included the conduction of the County's first-ever Board Governance Workshop. Stephanie Rennie was elected as Inyo County's first female Sheriff and also transitioned into her new role on January 1st after 20 years in the District Attorney's Office. Additionally, the County appointed a new Water Director (Dr. Holly Alpert) as well as a new Chief Information Officer (Noam Shendar) – in addition to welcoming supervisory and leadership changes at other levels in the organization.

Administration kicked off a few new initiatives in an attempt to support leadership changes and improve efficiency and transparency throughout the organization. One effort was the creation of a new low-commitment, bi-monthly leadership development program called the Inyo Podcast Club. In this, staff at all levels of the organization are invited to listen to or read content on a chosen topic and then gather to discuss how the concepts could be applied to improve our workplace. Separately, the Admin team has been working to implement a comprehensive project management solution with a complementary request tracking system which will be used to ensure focus and follow-through on key efforts and requests.



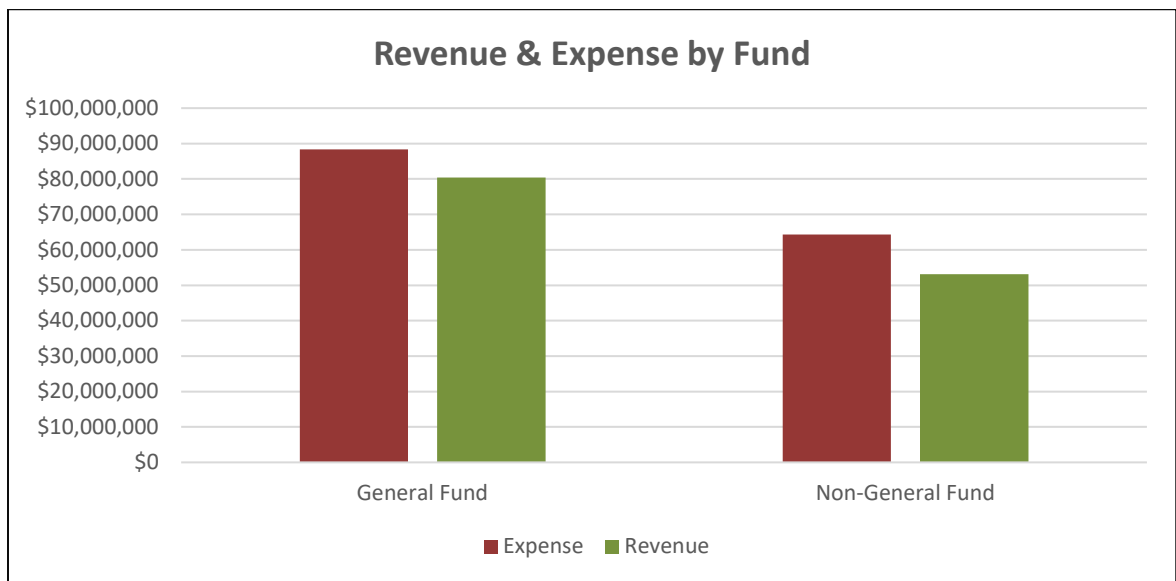
BUDGET OVERVIEW

As presented, the Fiscal Year 2023-2024 County Administrative Officer (CAO) Recommended Budget is *balanced*, as required by law. The Recommended Budget totals \$156,244,001 in expenditures and \$140,494,866 in revenues. The General Fund portion of the Recommended Budget is \$87,941,350 in expenditures and \$83,741,350 in revenues and is projected to use \$4,200,000 in carryover General Fund balance available from Fiscal Year 2022-2023. The Auditor-Controller will certify the final fund balance when your Board of Supervisors opens Budget Hearings on September 12, 2023.

The following section provides a visual snapshot starting with a comparison of Department Requested to CAO Recommended budgets, followed by pie charts to illustrate the countywide Recommended Budget as proposed. The remainder of this report will focus on the General Fund because those budget units are where the Board of Supervisors has most discretion.

BUDGET SUMMARY

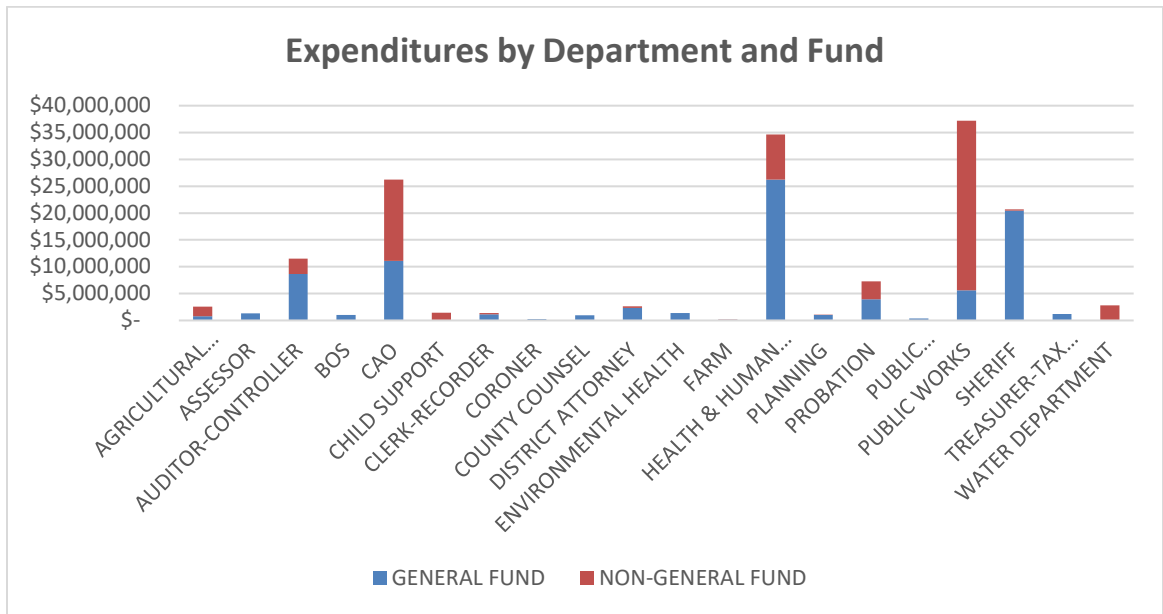
	Department Requested Budget			CAO Recommended Budget		
	Expense	Revenue	Shortfall	Expense	Revenue	Shortfall
General Fund	88,343,113	80,426,778	(7,916,335)	87,941,350	83,741,350	(4,200,000)
Non-General Fund	64,292,602	53,123,317	(11,169,285)	68,302,651	56,753,516	(11,549,135)
All Funds	152,635,715	133,550,095	(19,085,620)	156,244,001	140,494,866	(15,749,135)





BREAKDOWN BY DEPARTMENT

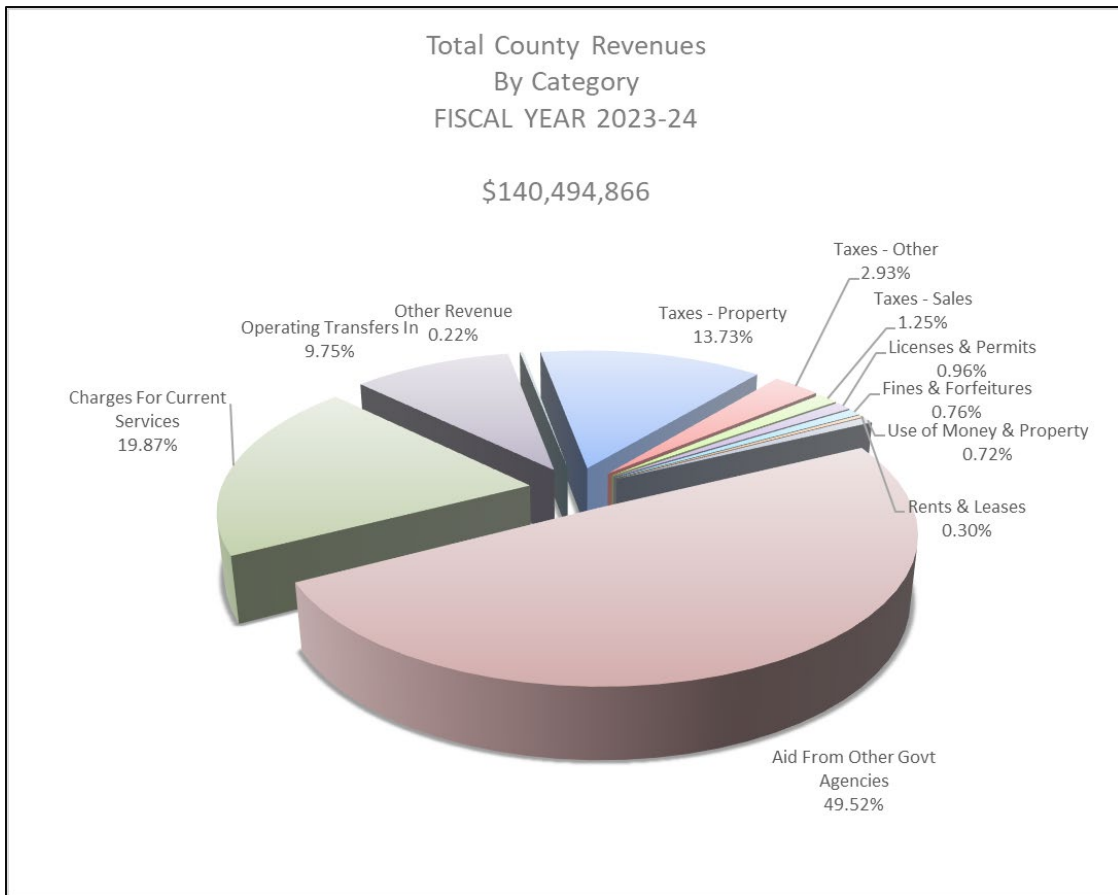
DEPARTMENT	GENERAL FUND	NON-GENERAL FUND	TOTAL
ADMINISTRATION	\$11,124,854	\$15,130,595	\$26,255,449
AG. COMMISSIONER	\$757,047	\$1,802,618	\$2,559,665
ASSESSOR	\$1,344,482		\$1,344,482
AUDITOR-CONTROLLER	\$8,624,310	\$2,883,564	\$11,507,874
BOS	\$1,008,013		\$1,008,013
CHILD SUPPORT		\$1,434,564	\$1,434,564
CLERK-RECORDER	\$1,150,233	\$238,554	\$1,388,787
CORONER	\$265,855		\$265,855
COUNTY COUNSEL	\$970,766		\$970,766
DISTRICT ATTORNEY	\$2,342,494	\$296,803	\$2,639,297
ENVIRONMENTAL HEALTH	\$1,392,104		\$1,392,104
FARM	\$157,452	\$12,000	\$169,452
HEALTH & HUMAN SERVICES	\$26,231,651	\$8,402,102	\$34,633,753
PLANNING	\$1,008,572	\$96,038	\$1,104,610
PROBATION	\$3,946,515	\$3,356,898	\$7,303,413
PUBLIC ADMIN/GUARDIAN	\$359,556		\$359,556
PUBLIC WORKS	\$5,589,636	\$31,594,724	\$37,184,360
SHERIFF	\$20,435,783	\$230,127	\$20,665,910
TREASURER-TAX COLLECTOR	\$1,232,027		\$1,232,027
WATER DEPARTMENT		\$2,824,064	\$2,824,064
TOTALS	\$87,941,350	\$68,302,651	\$156,244,001





TOTAL REVENUES BY CATEGORY – ALL FUNDS:

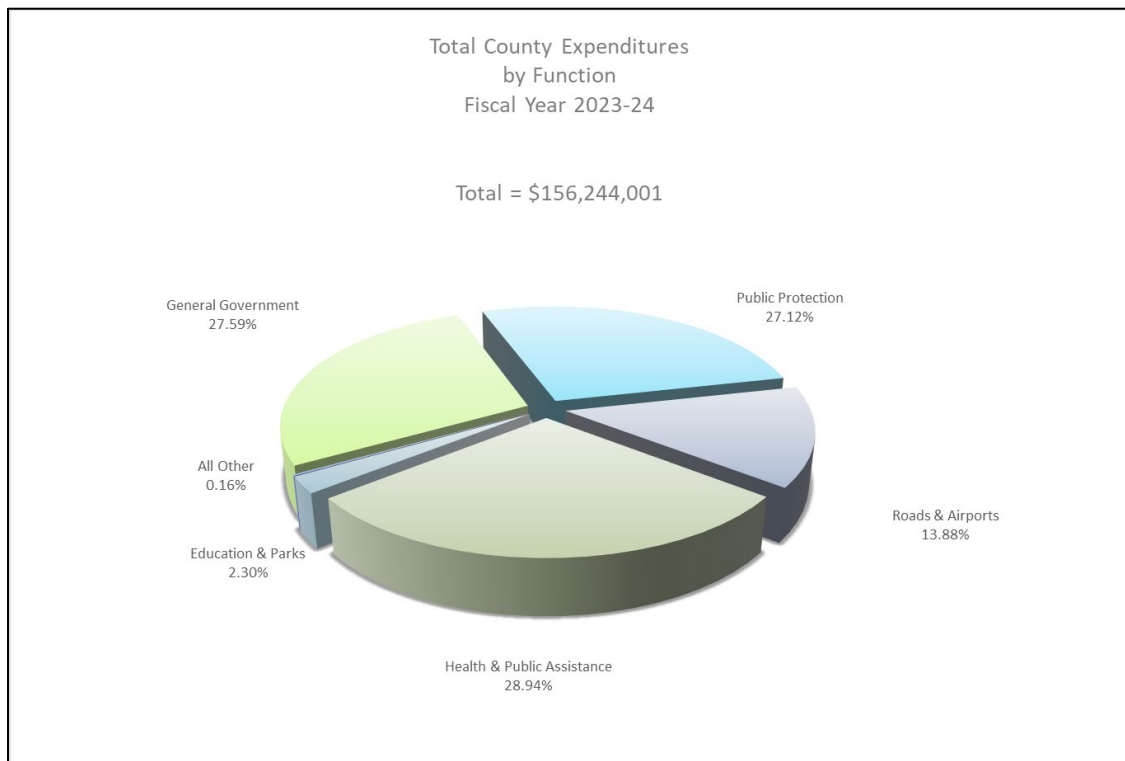
Revenue Category	FY 2023-2024 Recommended Budget	Percent
Taxes - Property	\$ 19,289,532	13.73%
Taxes - Other	\$ 4,115,000	2.93%
Taxes - Sales	\$ 1,750,000	1.25%
Licenses & Permits	\$ 1,354,961	0.96%
Fines & Forfeitures	\$ 1,062,750	0.76%
Rents & Leases	\$ 422,800	0.30%
Use of Money & Property	\$ 1,007,977	0.72%
Aid From Other Govt Agencies	\$ 69,574,859	49.52%
Charges For Current Services	\$ 27,913,966	19.87%
Operating Transfers In	\$ 13,699,941	9.75%
Other Revenue	\$ 303,080	0.22%
TOTAL	\$ 140,494,866	100.00%





TOTAL EXPENDITURES BY FUNCTION – ALL FUNDS:

Expense Category	FY 2023-2024 Recommended Budget	Percent
All Other	\$ 250,000	0.16%
General Government	\$ 43,112,316	27.59%
Public Protection	\$ 42,372,426	27.12%
Roads & Airports	\$ 21,693,252	13.88%
Health & Public Assistance	\$ 45,216,187	28.94%
Education & Parks	\$ 3,599,820	2.30%
TOTAL	\$ 156,244,001.00	100.00%





GENERAL FUND BUDGET ANALYSIS

The General Fund budget is the largest portion of the Inyo County budget, and generally seen as more *discretionary* in nature. This section provides an overview of revenue and spending based on function and department.

The following table illustrates the same data as shown in the graphs above and adds a comparison of the CAO Recommended Budget to the prior year Board Approved Budget. This provides an easy way to identify the significant changes by category in both dollar amount and percentage change format.

GENERAL FUND	FY 2022-23 BOARD APPROVED BUDGET	FY 2023-24 CAO RECOMMENDED BUDGET	INCREASE (DECREASE)	% CHANGE
REVENUE				
Taxes- Property	\$ 16,314,743	\$ 17,475,000	\$ 1,160,257	7.11%
Taxes- Other	3,925,000	4,115,000	190,000	4.84%
Taxes- Sales	1,650,000	1,750,000	100,000	6.06%
Licenses & Permits	777,225	819,961	42,736	5.50%
Fines & Forfeitures	1,015,192	1,057,750	42,558	4.19%
Rents & Leases	25,000	26,000	1,000	4.00%
Use of Money & Property	247,598	702,750	455,152	183.83%
Aid From Other Gov. Agencies	32,868,407	37,263,811	4,395,404	13.37%
Charges for Current Services	11,220,029	14,425,927	3,205,898	28.57%
Transfers In	5,704,407	5,992,171	287,764	5.04%
Other Revenue	55,575	112,980	57,405	103.29%
TOTAL REVENUE	\$ 73,803,176	\$ 83,741,350	\$ 9,938,174	365.81%
EXPENDITURES				
Salaries & Benefits	\$ 50,016,519	\$ 54,765,097	\$ 4,748,578	9.49%
Services & Supplis	14,208,288	14,380,089	171,801	1.21%
Internal Charges	5,947,292	8,089,953	2,142,661	36.03%
Other Charges	5,304,322	5,599,444	295,122	5.56%
Debt Service	74,101	74,101	-	0.00%
Capital Outlay	861,667	2,083,717	1,222,050	141.82%
Operating Transfers - Out	2,477,382	2,413,949	(63,433)	-2.56%
Contingencies	696,247	535,000	(161,247)	-23.16%
TOTAL EXPENDITURES	\$ 79,585,818	\$ 87,941,350	\$ 8,355,532	168.40%
OPERATING DEFICIT	\$ (5,782,642)	\$ (4,200,000)	\$ 1,582,642	



EXECUTIVE SUMMARY
GENERAL FUND BUDGET ANALYSIS

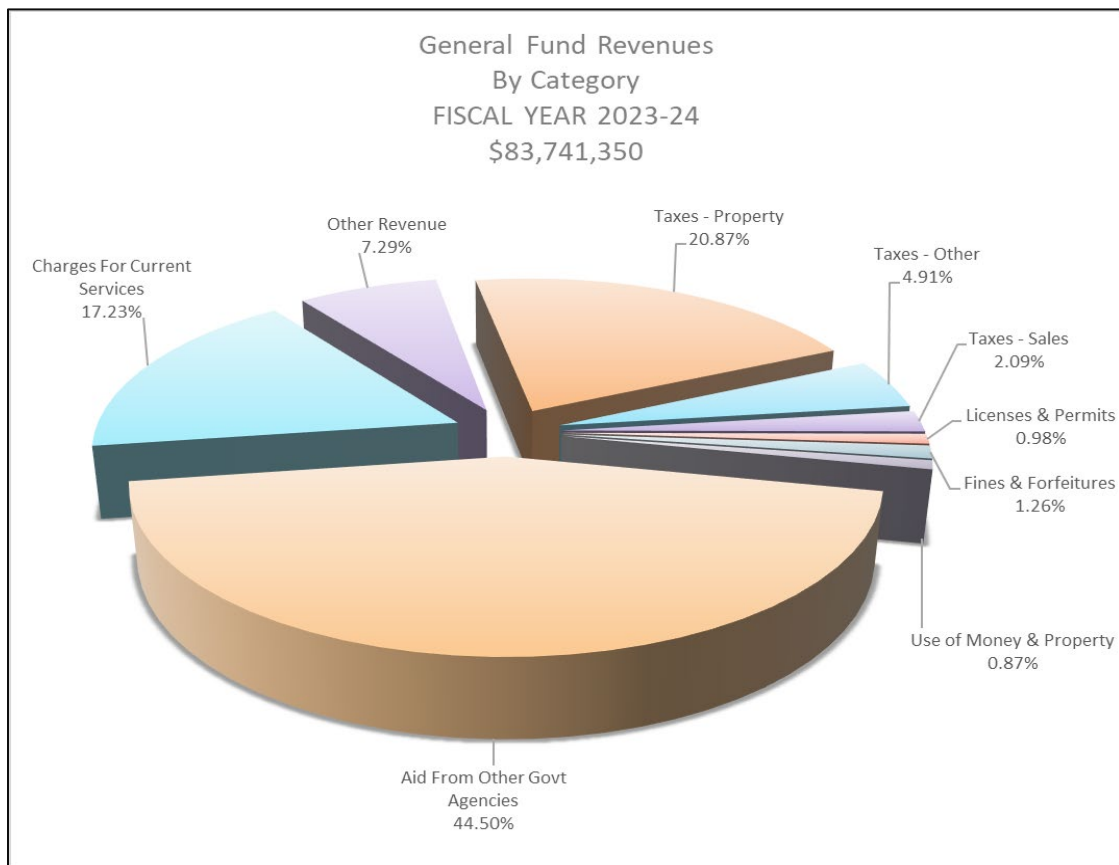
This table takes an analytical look at the variances shown above and provides explanations – the more significant the change, the more detailed the explanation.

SIGNIFICANT REVENUE CATEGORY	BUDGETARY IMPACT
Taxes - Property – Current year secured, unsecured, unitary, supplemental, prior year secured & unsecured, and penalties on delinquent taxes	The current years secured and unsecured tax rolls account for the majority of the 7.11% increase in this revenue category. The increase in budgeted revenue in both the current years secured and unsecured taxes has been adjusted to account for the potential reduction in the assessed values that were enrolled on July 1, 2023, by the County Assessor. As a result, current property tax revenue is projected to increase by \$1,160,257.
Taxes - Other – Real Property Transfer Tax & Transient Occupance Tax (TOT)	TOT current actual receipts for FY 2022-23 have outperformed the budgeted projection by \$689,970, with an all-time high of \$4,489,970 at the end of the 4th quarter. This year's budget recommends an increase of \$200,000 over last years Board-Approved budget.
Taxes - Sales – Sales Taxes	Sales taxes are projected to increase by \$100,000 or 6.06%. Inyo County is receiving a large majority of its sales taxes from gas stations, which creates uncertainty in projecting future revenue considering the economic factors that surround gas prices. Sales tax revenue continues to be volatile so a five-year smoothing method is being used to project the revenue.
Licenses & Permits	Licenses & Permits are projected to increase by \$42,736 or 5.50%.
Fines & Forfeitures – Court Fines	Based on recent collections, court fines are projected to increase by \$42,558, or 4.19%.
Rents & Leases – Campground Concessions	Based on recent collections increasing by \$1,000, or 4.00%.
Use of Money & Property – Interest from the Treasury, Rents & Leases	The County receives about 30% of the total earnings on the Treasury interest pool. Revenue is projected to increase by \$455,152 based on investments that are scheduled to settle in FY 23-24.
Aid From Other Government Agencies – State and Federal grants	Aid from other government agencies, such as state and federal grants account for over 44.5% of the general fund's revenue. The CAO recommends budget reflect a \$4,395,404 or 13.37% increase in revenue. These revenues are not generally discretionary and have corresponding expenditures.
Charges for Current Services	Charges for Current Services are projected to increase by \$3,205,898 or 28.57%. The increase in CCS is related to increases in Workers Compensation, Public Liability and Cost Plan allocation charges.
Transfers In	Operating Transfers to the General Fund increased by \$287,764 or 5.04%.
Other Revenue	Based on recent collections, revenue is projected to increase by \$287,764.
Salaries & Benefits	Salaries and benefits are higher by \$4,748,578, or 9.49%. Increases in salaries and benefits are a combination of a 4% annual COLA for all bargaining units, and a 19% increase to health insurance premiums. In addition, there are 8 new positions being recommended to be added to general fund budgets and 19 reclassifications.
Services & Supplies	Services & Supplies costs have risen by \$171,801 or 1.21%.
Internal Charges	Internal Charges are increasing by \$2,142,661 or 36.03%. The increase can be attributed to increases in Workers Compensation, Public Liability and Cost Plan Charges.
Other Charges	Other Charges are increasing by \$295,122 or 5.56%.
Debt Service	No Changes
Capital Outlay	Capital outlay is increasing by \$1,222,050 or 141.82%. One-time projects account for the majority of the increase, such as an updated Security System, new Body Scanner, and purchase of an industrial Washer and Dryer for the Jail.
Operating Transfers - Out	Operating Transfers - Out have decreased by \$376,426 or 15.19%.
Contingencies	Contingencies have decreased by \$161,247 or 23.16%. Last fiscal year, additional fund balance was certified and added to contingencies during the adoption of the budget.



GENERAL FUND REVENUES BY CATEGORY

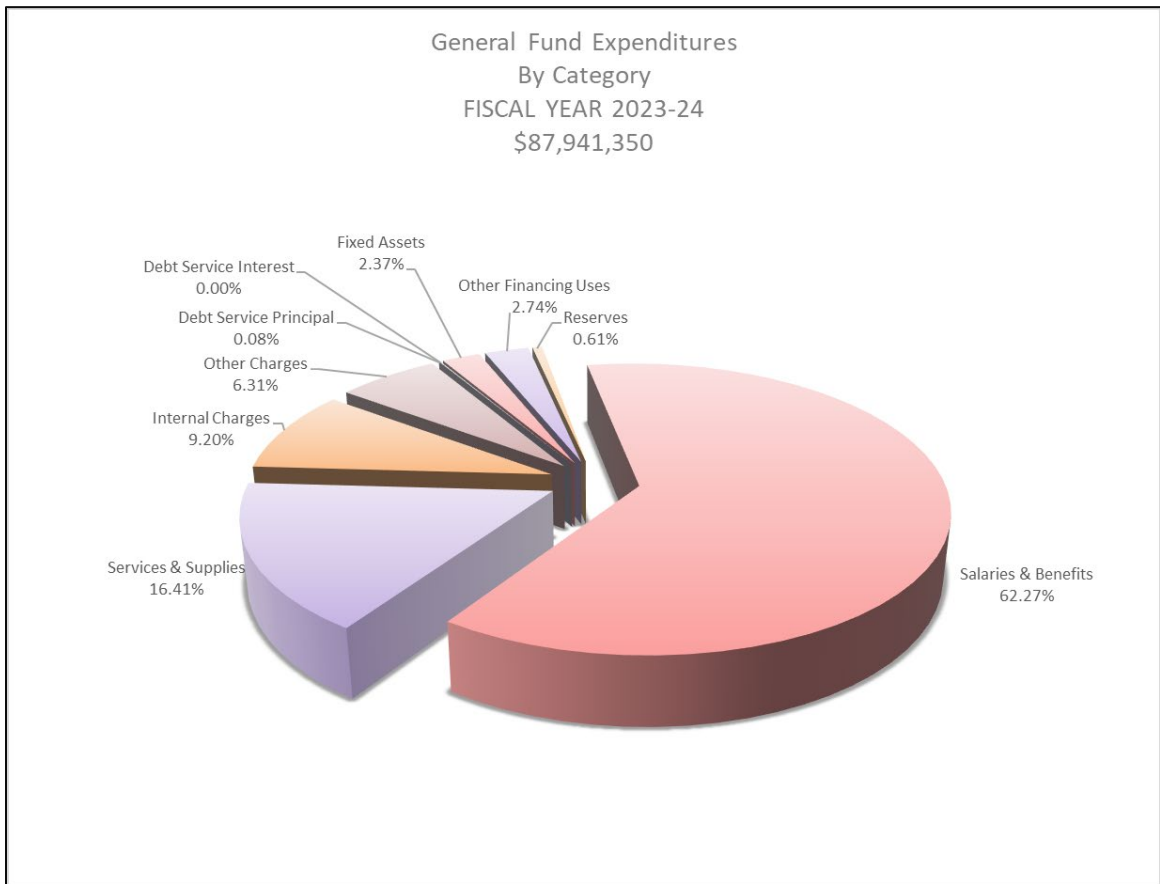
Revenue Category	FY 2023-2024 Recommended Budget	Percent
Taxes - Property	\$ 17,475,000	20.87%
Taxes - Other	\$ 4,115,000	4.91%
Taxes - Sales	\$ 1,750,000	2.09%
Licenses & Permits	\$ 819,961	0.98%
Fines & Forfeitures	\$ 1,057,750	1.26%
Use of Money & Property	\$ 728,750	0.87%
Aid From Other Govt Agencies	\$ 37,263,811	44.50%
Charges For Current Services	\$ 14,425,927	17.23%
Other Revenue	\$ 6,105,151	7.29%
TOTAL	\$ 83,741,350	100.00%





GENERAL FUND EXPENSES BY CATEGORY

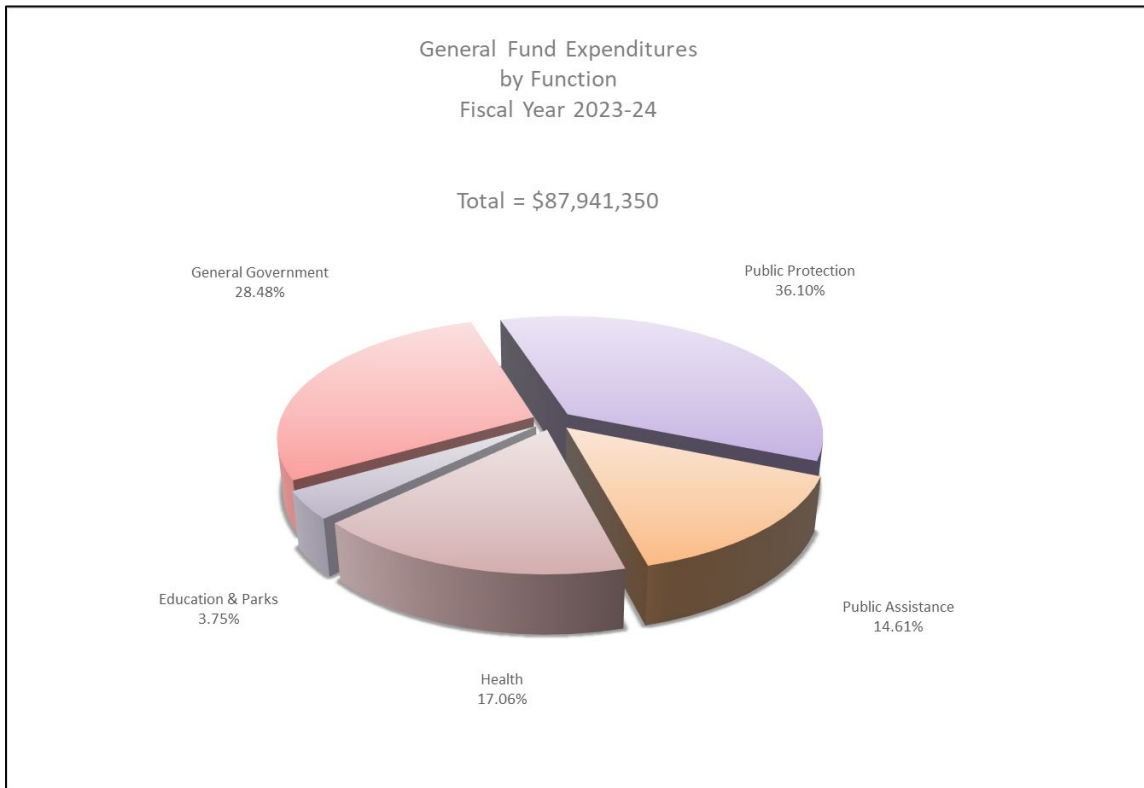
Revenue Category	FY 2023-2024 Recommended Budget	Percent
Salaries & Benefits	\$ 54,765,097	62.27%
Services & Supplies	\$ 14,430,089	16.41%
Internal Charges	\$ 8,089,953	9.20%
Other Charges	\$ 5,549,444	6.31%
Debt Service Principal	\$ 71,025	0.08%
Debt Service Interest	\$ 3,076	0.00%
Fixed Assets	\$ 2,083,717	2.37%
Other Financing Uses	\$ 2,413,949	2.74%
Reserves	\$ 535,000	0.61%
TOTAL	\$ 87,941,350	100.00%





GENERAL FUND EXPENSES BY FUNCTION

Expense Function	FY 2023-2024 Recommended Budget	Percent
General Government	\$ 24,994,362	28.42%
Public Protection	\$ 31,747,361	36.10%
Public Assistance	\$ 12,849,257	14.61%
Health	\$ 15,001,438	17.06%
Education & Parks	\$ 3,348,932	3.81%
TOTAL	\$ 87,941,350	100.00%





WORKFORCE OVERVIEW

WORKFORCE COST ANALYSIS

The cost of employee salaries and benefits represents approximately 45% of the Fiscal Year 2023-2024 Recommended Budget. Of \$156,244,001 in proposed expenses, \$71,079,628 is being spent on employee compensation. In the Recommended General Fund Budget, which does not usually include large capital outlays such as Road projects among its expenses, employee costs are 62% or \$54,765,097 of the \$87,941,350 Recommended General Fund Budget.

In addition to providing for an 8.4%, or \$945,755, increase in higher pension costs and a 14% increase, or \$920,034, in health insurance costs, the Recommended Budget includes an increase of 20%, or \$972,572, to retiree healthcare costs.

POSITION BREAKDOWN BY DEPARTMENT

The majority of Inyo County’s workforce (92%) are full-time, permanent employees. The table below provides an overview of the allocated positions which are part of the FY 23-24 Recommended Budget.

DEPARTMENT	ALLOCATED POSITIONS AS RECOMMENDED				TEMP. EMPLOYEES	FTEs	VACANT ²
	FULL	BPAR	APAR	TOTAL			
Administration	21	0	2	23	1	22.00	4
Ag Commissioner	7	0	0	7	5	7.00	3
Assessor	9	0	0	9	1	9.00	2
Auditor/Controller	9	0	0	9	0	9.00	0
Board of Supervisors	7	0	0	7	0	7.00	0
Child Support Services	9	0	0	9	2	9.00	3
Clerk-Recorder	6	0	0	6	15	6.00	0
County Counsel	4	0	0	4	0	4.00	0
District Attorney	14	0	0	14	0	14.00	2
Environmental Health ¹	8	0	0	8	0	9.00	2
Farm Advisor	1	0	0	1	0	1.00	0
Health & Human Svcs. ¹	142	20	5	167	1	156.00	46
Information Services	12	0	0	12	0	12.00	0
Library & Museum ¹	7	5	3	15	0	11.63	3
Planning	5	0	0	5	0	5.00	0
Probation ¹	20	2	0	22	0	25.45	10
Public Admin/Guardian	2	1	0	3	0	2.73	0
Public Works ¹	91	1	0	92	6	90.73	15
Sheriff ¹	85	2	0	87	8	87.45	13
Treasurer ¹	7	0	0	7	0	6.00	0
Water	10	0	0	10	3	10.00	2
TOTAL	476	31	10	517	42	503.975	105

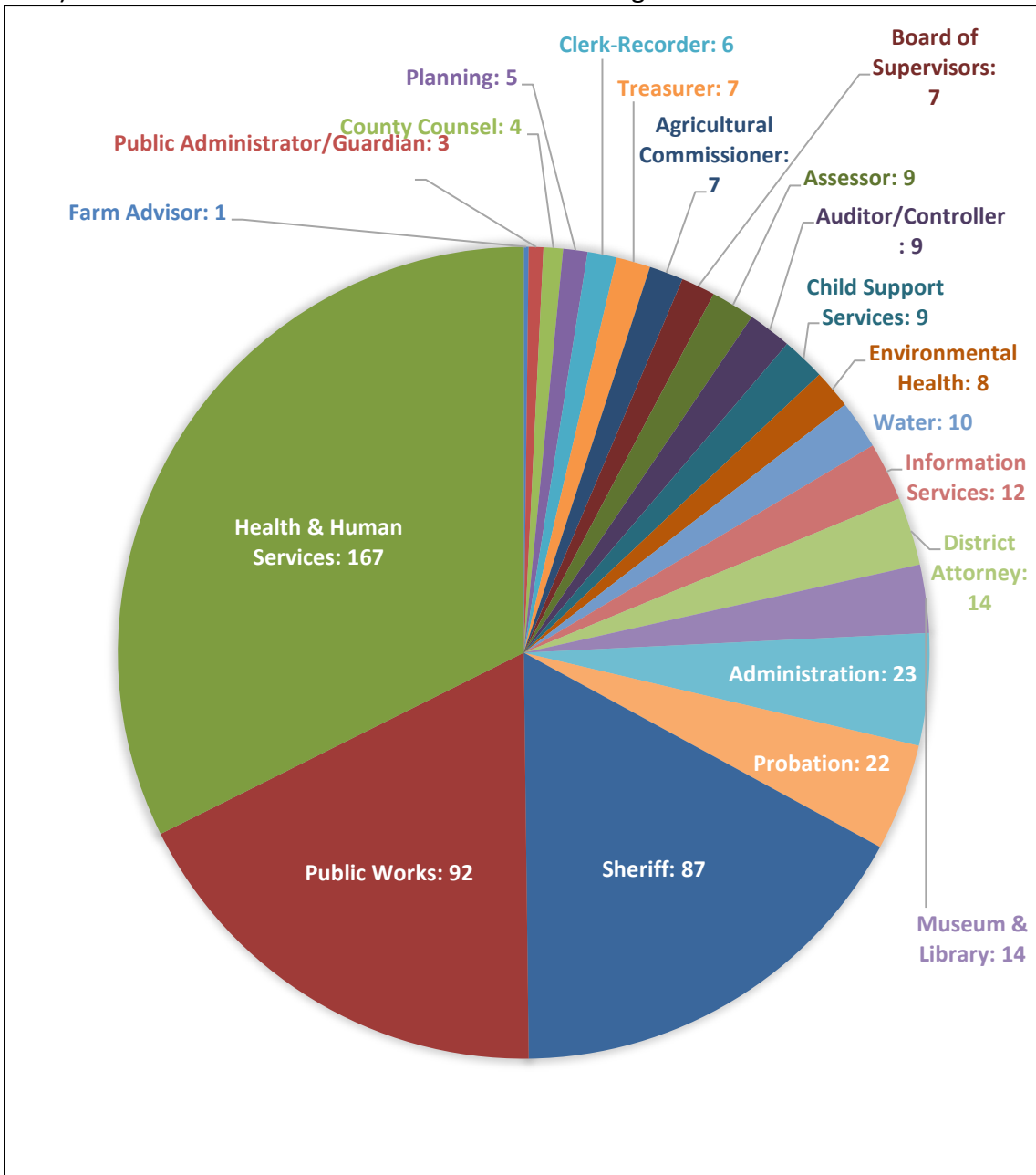
¹ Indicates departments which have a change in Allocated Positions (either increase or decrease) as part of FY 23-24 Budget. See Changes in Authorized Staffing section below for more information.

² Note that Vacancy numbers are based on a snapshot in time on September 1, 2023 and change daily.



TOTAL NUMBER OF ALLOCATED POSITIONS (FULL- AND PART-TIME)

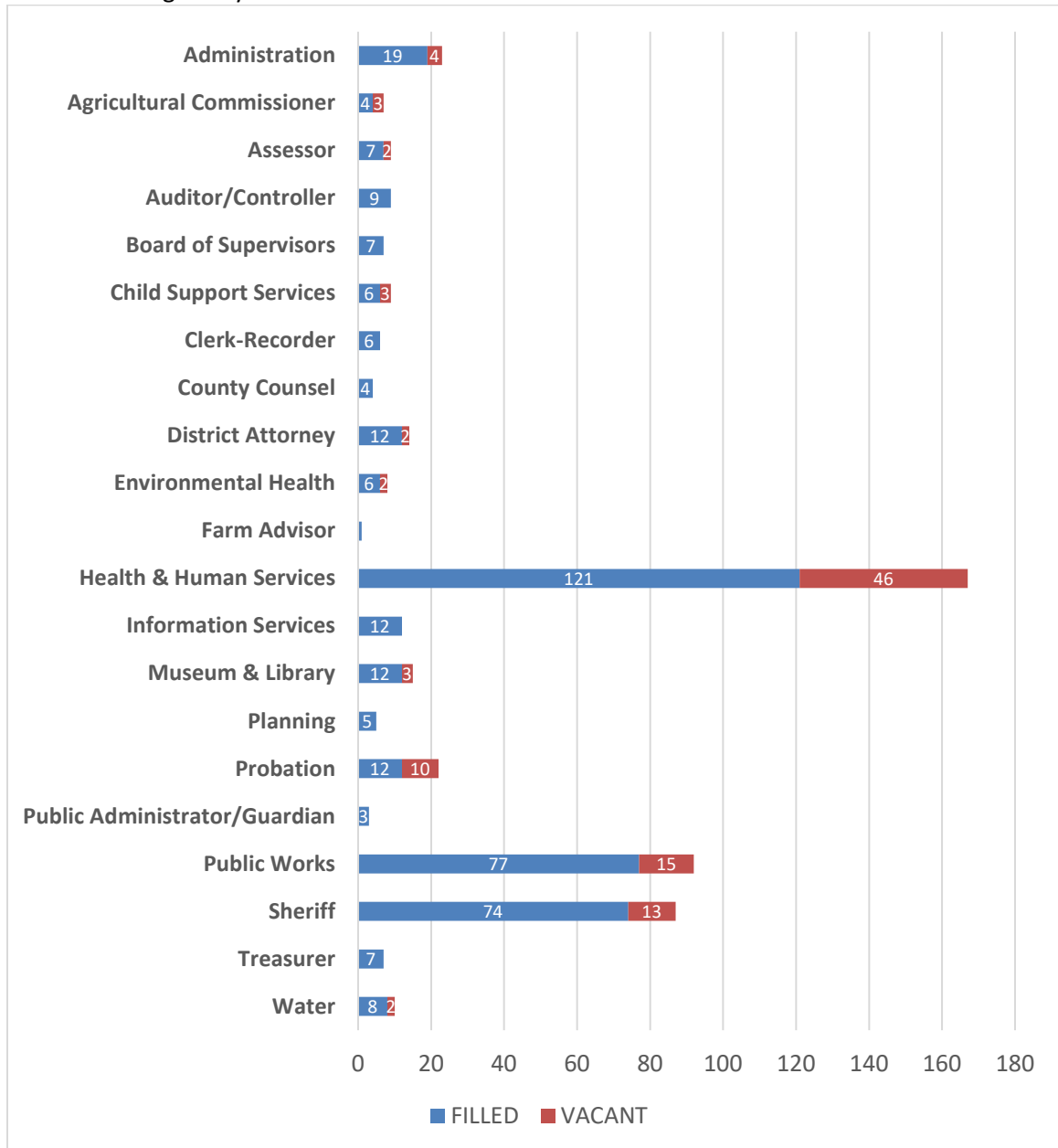
This chart represents the breakdown of Allocated Positions (both full-time and part-time) as included in the FY 23-24 Recommended Budget.





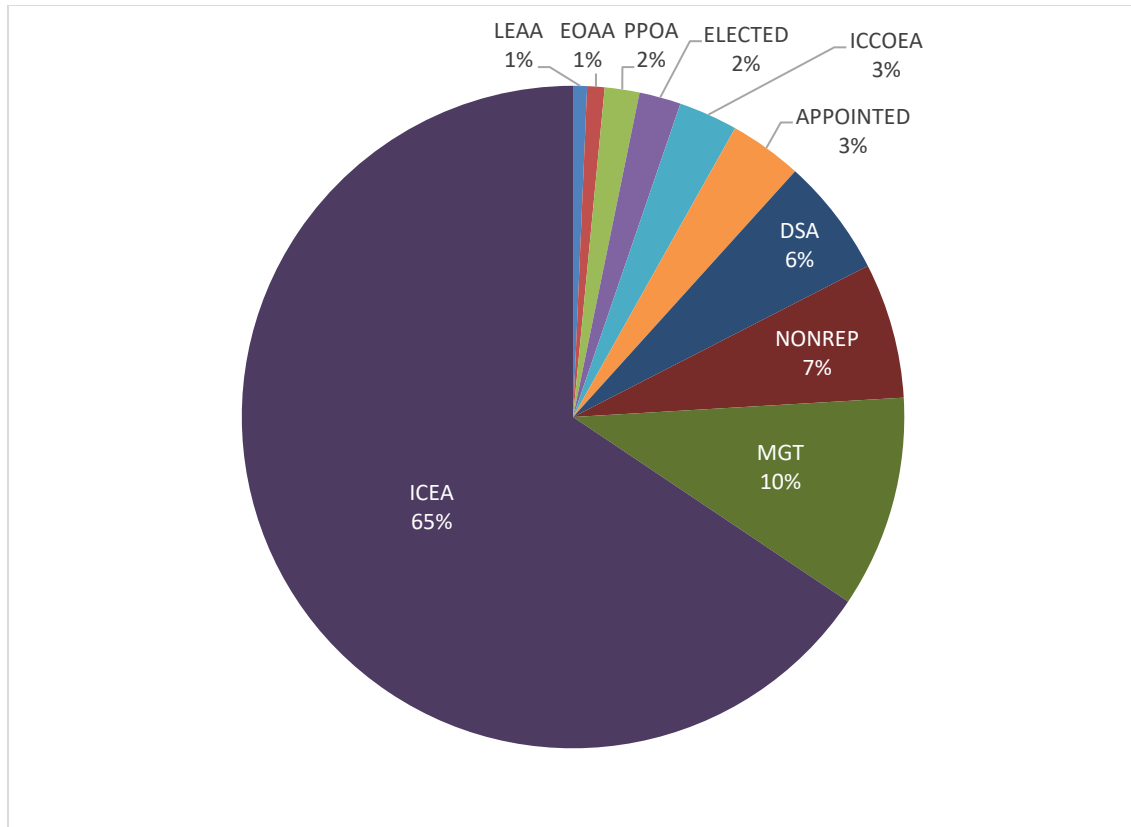
POSITIONS AND VACANCIES BY DEPARTMENT

The chart below depicts filled versus vacant positions by department per the FY 23-24 Recommended Budget based on a snapshot in time on September 1, 2023. Note that these numbers change daily.





EMPLOYEE REPRESENTATION



CHANGES IN AUTHORIZED STAFFING

This year’s Recommended Budget supports several requests to add, remove, reorganize, and reclassify personnel in departments’ Authorized Staffing. Those department requests, and the rationale for supporting or not supporting the requested change in the department’s Authorized Staffing, are further detailed in Attachment C. A summary of the recommended changes to the Authorized Staffing for all departments is shown below.

DEPARTMENT	ADDITIONS	DELETIONS	RECLASSIFICATIONS
Administration			1
Agricultural Commissioner			1
Auditor-Controller			1
Environmental Health	1	2	
Health & Human Services	4	1	6
Library	1		
Probation		4	2
Public Works	1		4
Sheriff		1	4
Treasurer - Tax Collector	1		
TOTALS	8	8	19



RESERVES AND CONTINGENCIES

RESERVES

A critical indicator of fiscal resiliency is growing and maintaining a healthy reserve balance. Reserves are a necessary safeguard against risks like a recession which can wreak havoc on revenues, or extreme events that demand a quick and decisive public safety response. The Government Finance Officers Association (GFOA) recommends that local governments maintain reserves equal to two months of operating expenses or 16.7% of total operating revenue.

The County has two reserve funds: General Reserves and Economic Stabilization. General Reserves is the most restricted of the two. The County may use these funds during development of the budget. After adoption of the budget, it requires a disaster, as defined in the Government Code, to justify a withdrawal during the fiscal year. Economic Stabilization is less restrictive and was set up by the County for the purpose of smoothing out impacts of economic downturns.

The General Reserve Fund Balance is \$6,730,608. This along with the Economic Stabilization balance of \$4,095,319 gives us a total reserve balance of \$10,825,927 – about 12.9% of this year’s projected General Fund revenues.

While we are still short of the GFOA’s recommendation, the County has made significant progress towards that goal in the last few years. The biggest contributing factor has been your Board’s policy to transfer unused Contingency funds into Reserves at the end of each fiscal year.

CONTINGENCIES

The Recommended Budget includes \$250,000 in General Fund contingencies. The policy for the last several years has been for unspent prior encumbrances and other identified unspent funds to be transferred to contingencies throughout the year. Last year, \$416,154 was added to the original \$411,247 budget; of that amount, \$41,705 was used and the remaining \$785,696 was transferred to General Reserves at the end of the fiscal year. As mentioned above, this policy has allowed the County to build reserves as part of its commitment to fiscal resiliency.

There is also a contingency appropriation of \$285,000 that is held in the Personnel budget and used for emergency purposes such as internal investigations and specialty attorney services for HR issues.



FUND BALANCE

The Recommended Budget utilizes \$4,200,000 of carryover fund balance, which is \$68,605 more than last year. Just like everyone's personal budgets, the County is feeling the impacts of inflation. Rather than contract operations, staff recommends using available fund balance. This decision was made in conjunction with an analysis of the County's financial condition where carryover fund balance is expected to be strong, and we are recommending a healthy contribution to reserves.

Despite the decision to use more fund balance this year, we remember that a critical step towards achieving fiscal resiliency **is** adopting a structurally balanced budget where recurring expenditures are fully paid with recurring revenues and no reliance on carryover balances. The goal for future budgets is to become more precise and focus on estimating revenues higher and closer to actual receipts. It can be scary to do this, but we have an expert budget team in our Senior Budget Analyst and Auditor-Controller. A word of caution, though – the more precise your budget, the less carryover fund balance you expect. This type of budgeting, at its best, allows the County to use carryover plus one-time revenues for one-time expenditures. Like all accounting, the textbook version is much easier than real life!

With the fund balance certified by the Auditor-Controller expected to exceed \$4,200,000, your Board of Supervisors may want to consider appropriating the additional funds to one or more of the following needs:

- General Fund Contingencies
- Transfer to Accumulated Capital Outlay fund to reserve for projects
- Economic Stabilization Fund
- General Reserve Fund
- Other Post Employment Benefits (OPEB) Trust
- Leave in Fund Balance as a form of accessible reserves
- Other priorities of your Board of Supervisors, identified during budget hearings and for which funding is not identified in the Recommended Budget *

**As is always the case with non-recurring funding, it is strongly recommended that these funds only be used for one-time costs.*



ACKNOWLEDGEMENTS

The development of a budget is truly a team effort that includes staff from all levels of the organization – from fiscal staff and senior managers at the department level, all the way to the Board of Supervisors. The Budget Team (led by Senior Budget Analyst Denelle Carrington and Auditor-Controller Amy Shepherd, with support from County Administrator Nate Greenberg) is continuously involved in the effort, responsible for bringing all of the pieces together and maintaining a comprehensive perspective over the budget effort and the bottom line.

This budget process would not have been possible without the knowledge, leadership, skill, and diligence of Denelle Carrington. Denelle’s thorough knowledge of process matched with a deep understanding of the unique characteristics of each department and their budget is truly the cornerstone of the Budget Team and overall effort.

Amy Shepherd’s years of experience were pivotal in developing a clear and accurate picture of revenues and the County’s overall financial position. Further, her ability to distill the complexities of government finance and communicate them clearly was critical to the success of the Budget Workshop.

Assistant County Administrator Sue Dishion was another key member of the Budget Team this year, bringing 30 years of perspective to the table around staffing and department operations. Additionally, the knitting together of this budget document was made possible with the talent and perspective of Darcy Ellis, Meaghan McCamman, and Rebecca Graves – thank you!

The Budget Team would also like to thank all department fiscal staff, supervisors, and Department Heads for their active engagement in the entire budget process. Their knowledge of program areas, funding streams, and individual needs is fundamental to pulling together a document as complex as this.

This year the Budget Team conducted a half-day Budget Workshop for the Board of Supervisors, departments, and the general public. This was extremely beneficial to everyone involved and offered the Board an opportunity to provide an initial reaction to the direction and strategic focus areas. The Budget Team is deeply appreciative of the feedback and confirmation received from the Board during this session.



SUMMARY OF RECOMMENDATIONS

1. Adopt the Fiscal Year 2023-2024 Budget as Recommended by the County Administrator, including the recommendations presented herein.
2. Provide direction with regard to the use of Fund Balance the Auditor-Controller may certify below or in excess of \$4,200,000.
3. In adopting the Final Budget, (a) direct the County Administrator and Auditor-Controller to make payments, greater than \$10,000, to Inter-Agency Visitor Center, Cal Expo Exhibit, and Tri-County Fairgrounds, and (b) direct the County Administrator to develop and execute contracts with all ongoing recipients of line-item grants and fishing promotion funding through the Community Project Sponsorship Program as revised by your Board of Supervisors on October 15, 2019, and provided for in the Advertising County Resources budget.
4. In adopting the Final Budget, direct the County Administrator to develop and execute contracts with all ongoing Grants-In-Support program funding recipients identified in the Grants-In-Support Budget.
5. Reaffirm the County Criminal Justice Realignment Policy adopted in Fiscal Year 2011-2012.
6. Set adoption of the Final Budget for September 26, 2023 or schedule a special meeting of the Board of Supervisors, depending on when Budget Hearings conclude.

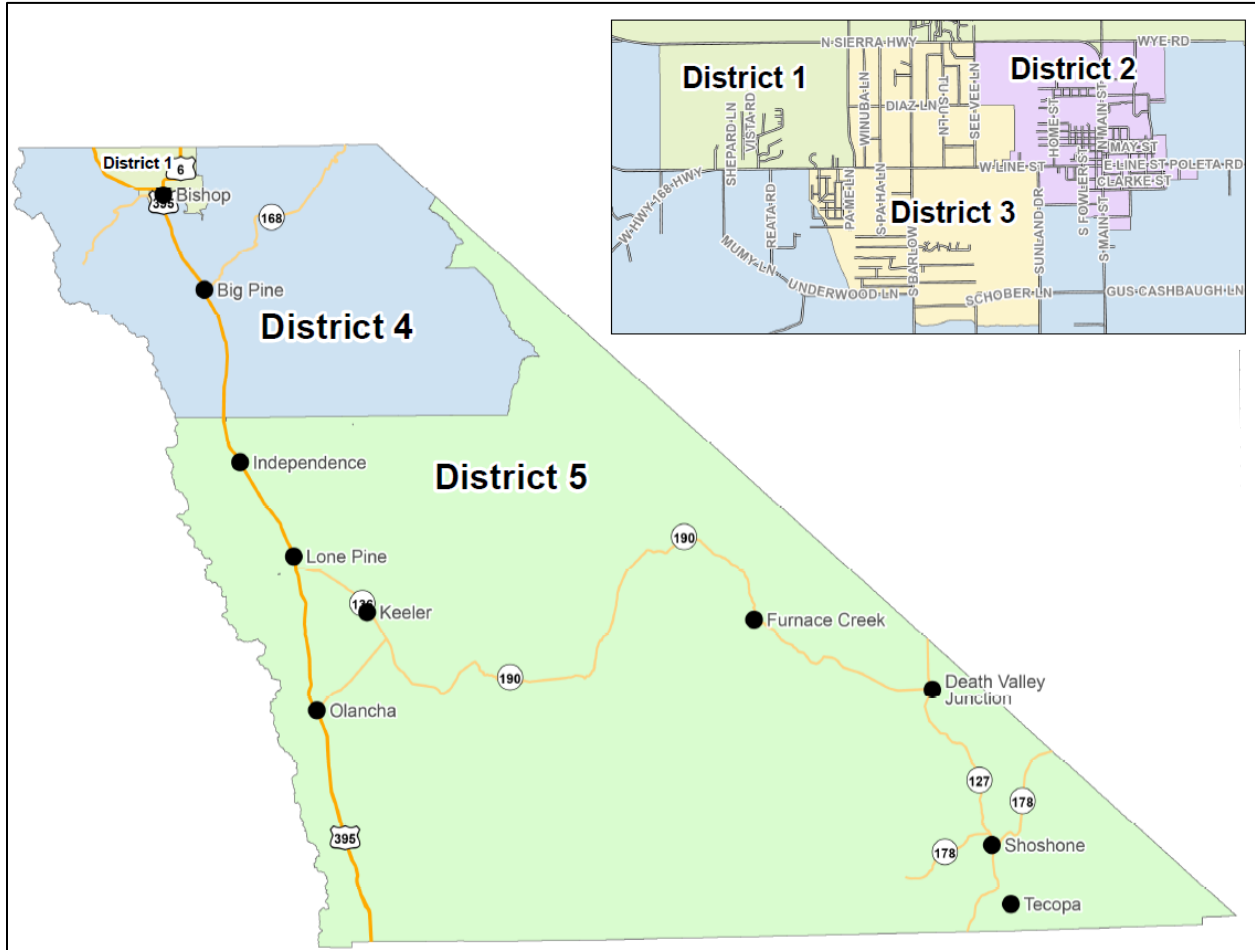
Submitted, September 1, 2023 by:

A handwritten signature in blue ink, appearing to read "Nate Greenberg", with a long horizontal flourish extending to the right.

Nate Greenberg
Budget Officer



SUPERVISOR DISTRICTS





BOARD OF SUPERVISORS

District 1:

Trina Orrill

(760) 878-8818

torrill@inyocounty.us

Took Office January, 2023



District 2:

Jeff Griffiths

(760) 937-0072

jgriffiths@inyocounty.us

Took Office January, 2013



District 3:

Scott Marcellin

(760) 878-8791

smarcellin@inyocounty.us

Took Office January, 2023



District 4:

Jennifer Roeser

(760) 878-8609

jroeser@inyocounty.us

Took Office January, 2021



District 5:

Matt Kingsley

(760) 878-8508

mkingsley@inyocounty.us

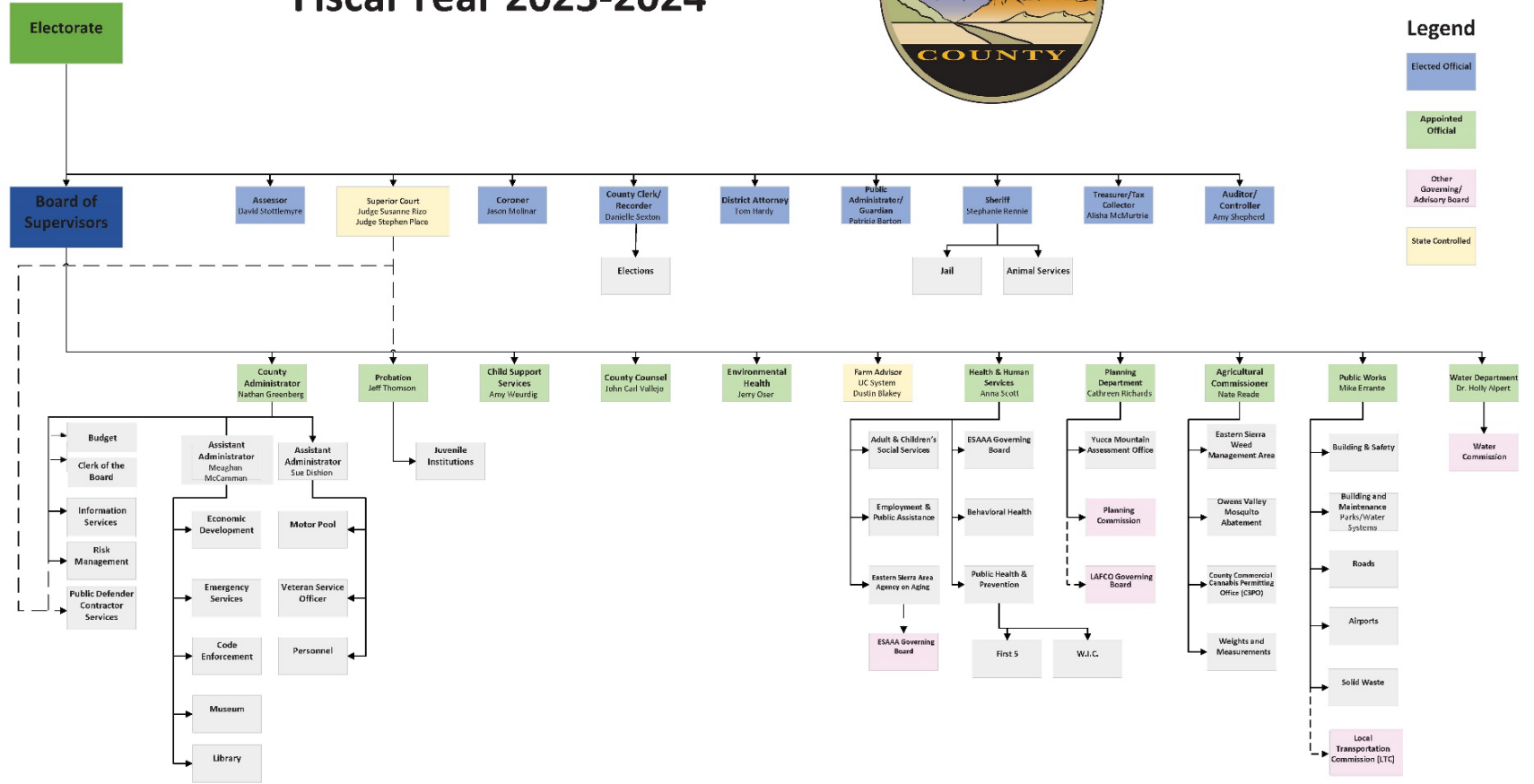
Took Office January, 2013





ORGANIZATIONAL CHARTS

Inyo County Organizational Chart Fiscal Year 2023-2024





COUNTY OFFICE INFORMATION

Per Board Resolution No. 2001-29, titled, “A Resolution of the Board of Supervisors, County of Inyo, State of California, Establishing Hours for County Offices,” approved and adopted on April 17, 2001, the County Administrative Officer is to publish County office hours in the annual budget document for review of the Board of Supervisors, and once a year in the newspaper of record. Other than exceptions that are identified below, County offices are open for the transaction of the people’s business from 8 a.m. until 5 p.m. every day, except Saturday, Sunday, and holidays. All Departments are required to either have voicemail or make other arrangements to provide coverage during noontime and other times, as necessary, during the workday.

The Department Heads within the County structure have the flexibility and discretion to adjust the hours of operations to improve the service and program access to the citizens and residents of Inyo County. Listed below are the departments that have modified their office hours to maximize public access to their programs:

DEPARTMENT	DAYS	HOURS	LUNCH/CLOSURES
<u>Agriculture</u> Bishop	Monday-Friday	7:30 a.m.-4:00 p.m.	Open during lunch
<u>District Attorney</u> Independence Bishop	Mon, Tues, Thurs, Fri Monday-Friday	8 a.m.-4:30 p.m. 8 a.m.-5 p.m.	Open during lunch Closed for lunch 12-1 p.m.
<u>Clerk Recorder</u> Independence <u>Elections</u> Independence	Monday – Friday Monday – Friday	8:30 a.m.-4 p.m. 8:30 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
<u>Environmental Health</u> Independence Bishop	Monday-Friday Monday-Friday	8 a.m.-5 p.m. 8 a.m.-5 p.m.	Closed for lunch 12-1 p.m. Closed for lunch 12-1 p.m.
<u>Farm Advisor</u> Bishop	Monday-Friday	8 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
<u>Health & Human Services</u> Bishop Public Health Clinic Employment & Eligibility, Lone Pine Tecopa Big Pine Senior Center Bishop Senior Center Independence Senior Meals (155 E Market) Lone Pine Senior Center Bishop Wellness Center *staff are at Wellness from 4pm - 5pm but not open for walk-ins, staff are charting/cleaning at this time* Lone Pine Wellness Center	Monday-Friday Tues, Thurs Monday-Friday Monday-Friday Mon, Tues, Wed, Fri Monday-Friday Friday Monday-Friday Monday Tuesday-Friday Tuesday, Thursday	8 a.m.-5 p.m. 1 p.m.-4 p.m. 8 a.m.-5 p.m. 8 a.m.-4 p.m. 11:30 a.m.-12:30 p.m. 8 a.m.-1 p.m. 11:30 a.m.-12:30 p.m. 8 a.m.-1 p.m. 8-10 a.m./1-4 p.m. 8 a.m.-4 p.m. 9 a.m.-2 p.m.	Some programs may not have staff from 12-1 p.m. Walk ins welcome Closed for lunch 12-1 p.m. Closed for lunch 12-12:30 p.m. Open Upon Request Closed for lunch 12-1 p.m. Closed for lunch 12-1 p.m. Closed for lunch 12-1 p.m.



EXECUTIVE SUMMARY
ATTACHMENT A: ORGANIZATIONAL INFORMATION

DEPARTMENT	DAYS	HOURS	LUNCH/CLOSURES
Library			
Central Library	Tuesday-Friday	12-5 p.m.	
Big Pine Library	Tues, Thurs, Fri	12-5 p.m.	
	Wednesday	2-7 p.m.	
Bishop Library	Tuesday-Friday	10 a.m.-6 p.m.	
	Saturday	10 a.m. -2 p.m.	
Furnace Creek Library	Wednesday, Thursday	4:30-8:30 p.m.	
	Saturday	9 a.m.-12 p.m.	
Lone Pine Library	Tuesday- Friday	12-6 p.m.	
	Saturday	9 a.m.-12 p.m.	
Tecopa Library	Tuesday	9 a.m.-4 p.m.	
	Wednesday	9 a.m.-3 p.m.	
	Thursday	10 a.m.-4 p.m.	
Museum			
Independence	Monday-Sunday	10 a.m.-5 p.m.	
Probation			
Bishop	Monday	9 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
	Tuesday-Friday	8 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
Public Works			
Independence	Monday-Friday	8 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
Public Works Building & Safety			
Bishop	Monday-Friday	8 a.m.-4:30 p.m.	
Independence	Monday-Friday	8 a.m.-5 p.m.	
Public Works Road Facilities			
Bishop Road Yard #1	Monday-Thursday	6 a.m.-4:30 p.m.	Closed Friday
Bishop Shop	Monday-Thursday	6 a.m.-4:30 p.m.	Closed Friday
Big Pine Road Yard	Tuesday-Friday	6 a.m.-4:30 p.m.	Closed Monday
Independence Road	Tuesday-Friday	6 a.m.-4:30 p.m.	Closed Monday
Mazourka Shop	Monday-Friday	6 a.m.-4:30 p.m.	
Lone Pine Road Yard	Monday-Thursday	6 a.m.-4:30 p.m.	Closed Friday
Shoshone Road Yard	Monday-Thursday	6 a.m.-4:30 p.m.	Closed Friday
Recycling & Waste Management			
Landfill Facilities			
Bishop-Sunland Landfill	Monday-Sunday	7:30 a.m.-3:30 p.m.	
Big Pine Transfer Station	Tuesday, Saturday	7:30 a.m.-3 p.m.	Closed for lunch 12-12:30 p.m.
Independence Landfill	Sunday, Thursday	7:30 a.m.-3:30 p.m.	
Lone Pine Landfill	Thurs, Fri, Sat, Sun, Mon	7:30 a.m.-3:30p.m.	
Sheriff's Office			
Lone Pine Substation	Monday – Friday	By Appt Only	Call 760-878-0383
Bishop	Monday – Friday	8 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
Independence Administration	Monday – Friday	7 a.m.-4 p.m.	Closed for lunch 12-1 p.m.
Independence Jail	Monday – Friday	7 a.m.-4 p.m.	
Shoshone Substation	Monday – Friday	By Appt Only	Call 760-852-4313
Treasurer-Tax Collector			
Independence – Tax	Monday-Friday	8 a.m.-5 p.m.	Closed for lunch 12-1 p.m.
Independence – Treasury	Monday – Thursday	9 a.m.-12 p.m.	Closed for lunch 12-1 p.m.
	Fridays	Closed	
Veterans Office			
Bishop	Mon, Tues, Fri	8:30-11:30 a.m.	Appointments
Bishop	Mon, Tues, Fri	1-4 p.m.	Walk-Ins
Lone Pine	Wednesday	9 a.m.-3:30 p.m.	
Mono County	Thursday	9 a.m.-3:30 p.m.	

County of Inyo
Manpower Report

As of 7/1/2023

AGRICULTURAL COMMISSIONER

Title	Salary	Range	Full	BPAR	APAR
AG BIOL WGHTS & MSRS INSPECTOR	\$4064 - 5547	060 - 065	1.00	0.00	0.00
AG CANNABIS INSPECTOR	\$4064 - 6252	060 - 070	1.00	0.00	0.00
AGRICULTURAL BIOLOGIST SUPV	\$6210 - 7545	078	1.00	0.00	0.00
AGRICULTURAL COMMISSIONER	\$8750 - 13582	150	1.00	0.00	0.00
FIELD TECHNICIAN	\$3373 - 4937	052 - 060	1.00	0.00	0.00
FIELD TECHNICIAN LEAD	\$4669 - 5683	066	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	1.00	0.00	0.00
Budget Officer Totals			7.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 2

ASSESSOR

Title	Salary	Range	Full	BPAR	APAR
ADMIN ASSESSMENT ANALYST	\$5649 - 6868	074	1.00	0.00	0.00
APPRAISER	\$4903 - 6544	068 - 072	2.00	0.00	0.00
ASSESSOR	\$11646	ELEC	1.00	0.00	0.00
ASSESSOR ASSISTANT	\$8016 - 9741	088	1.00	0.00	0.00
AUDITOR APPRAISER	\$5141 - 7545	070 - 078	2.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	2.00	0.00	0.00
		Budget Officer Totals	9.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

AUDITOR - CONTROLLER

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
AUDITOR ASSISTANT	\$8016 - 9741	088	1.00	0.00	0.00
AUDITOR CONTROLLER	\$11646	ELEC	1.00	0.00	0.00
MANAGEMENT ANALYST	\$6509 - 7918	080	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	4.00	0.00	0.00
PAYROLL MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
Budget Officer Totals			9.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

BOARD OF SUPERVISORS

Title	Salary	Range	Full	BPAR	APAR
ASST CK TO BOS PUB REL LIAISON	\$6509 - 7918	080	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	1.00	0.00	0.00
SUPERVISOR	\$6245	ELEC	5.00	0.00	0.00
		Budget Officer Totals	7.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

CAO CULTURAL SERVICES

Title	Salary	Range	Full	BPAR	APAR
LIBRARIAN	\$3785 - 5295	057 - 063	4.00	2.00	2.00
LIBRARY DIRECTOR	\$6509 - 7918	080	1.00	0.00	0.00
LIBRARY MUSEUM ASSISTANT	\$2929 - 3915	046 - 050	0.00	2.00	0.00
LIBRARY SPECIALIST	\$2929 - 3915	046 - 050	0.00	1.00	0.00
MUSEUM ADMINISTRATOR	\$6210 - 7545	078	1.00	0.00	0.00
MUSEUM CURATOR COLL & EXHIBITS	\$4064 - 4937	060	1.00	0.00	0.00
Budget Officer Totals			7.00	5.00	2.00

County of Inyo
Manpower Report

As of 7/1/2023

CHILD SUPPORT SERVICES

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
CHILD SUPPORT ATTORNEY	\$6663 - 9855	081 - 089	1.00	0.00	0.00
CHILD SUPPORT DIRECTOR	\$9582 - 11685	155	1.00	0.00	0.00
CHILD SUPPORT OFFICER	\$3785 - 5419	057 - 064	3.00	0.00	0.00
CHILD SUPPORT SUPERVISOR	\$5387 - 6544	072	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	1.00	0.00	0.00
PROGRAM MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
Budget Officer Totals			9.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

COUNTY ADMINISTRATIVE OFFICER

Title	Salary	Range	Full	BPAR	APAR
ADMIN OPERATIONS ANALYST	\$5649 - 6868	074	1.00	0.00	0.00
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
BUDGET ANALYST SENIOR	\$7915 - 9618	088	1.00	0.00	0.00
CAO ASSISTANT	\$11109 - 13503	160	2.00	0.00	0.00
CHIEF INFORMATION OFFICER	\$11109 - 13503	160	1.00	0.00	0.00
CHIEF INFORMATION OFFICER ASST	\$8730 - 10612	092	1.00	0.00	0.00
CODE ENFORCEMENT OFFICER	\$4903 - 5957	068	1.00	0.00	0.00
COUNTY ADMINISTRATIVE OFFICER	\$16879	180	1.00	0.00	0.00
EMERGENCY SERVICES MANAGER	\$6210 - 7545	078	1.00	0.00	0.00
EXEC DIRECTOR OF REGIONAL COOR	\$6509 - 7918	080	1.00	0.00	0.00
GIS ANALYST	\$5260 - 8303	071 - 082	2.00	0.00	0.00
MOTOR POOL HELPER	\$2929 - 3577	046	0.00	0.00	2.00
NETWORK ANALYST	\$5260 - 8303	071 - 082	3.00	0.00	0.00
NETWORK ANALYST SENIOR	\$7724 - 9381	087	1.00	0.00	0.00
OFFICE CLERK	\$3084 - 4098	048 - 052	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	3.00	0.00	0.00
PERSONNEL ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
PERSONNEL ANALYST SENIOR	\$6210 - 7545	078	1.00	0.00	0.00
PERSONNEL ASSISTANT DIRECTOR	\$8730 - 10612	092	1.00	0.00	0.00
PROGRAMMER ANALYST	\$5260 - 8303	071 - 082	1.00	0.00	0.00
PROGRAMMER ANALYST SENIOR	\$7724 - 9381	087	2.00	0.00	0.00
REGIONAL BROADBAND	\$12752 - 15500	170	1.00	0.00	0.00
RISK MANAGER	\$8730 - 10612	092	1.00	0.00	0.00
SAFETY COORDINATOR	\$4669 - 5683	066	1.00	0.00	0.00
VETERAN SERVICES OFFICER	\$6210 - 7545	078	1.00	0.00	0.00
VETERAN SERVICES REP	\$4786 - 5809	067	1.00	0.00	0.00
WILDFIRE PREP CNTY COORDINATOR	\$4669 - 5683	066	1.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 8

Budget Officer Totals	33.00	0.00	2.00
------------------------------	-------	------	------

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

COUNTY CLERK

Title	Salary	Range	Full	BPAR	APAR
CLERK REC ADMINISTRATIVE ASST	\$5141 - 6252	070	1.00	0.00	0.00
CLERK RECORDER	\$10634	ELEC	1.00	0.00	0.00
CLERK RECORDER ASSISTANT	\$7271 - 8836	084	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	3.00	0.00	0.00
		Budget Officer Totals	6.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

COUNTY COUNSEL

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE LGL ASST TO CC	\$5141 - 6252	070	1.00	0.00	0.00
COUNTY COUNSEL	\$12637 - 15360	165	1.00	0.00	0.00
COUNTY COUNSEL ASSISTANT	\$11109 - 13503	160	1.00	0.00	0.00
COUNTY COUNSEL CHIEF DEPUTY	\$9862 - 11990	097	1.00	0.00	0.00
Budget Officer Totals			4.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

Page 11

DISTRICT ATTORNEY

Title	Salary	Range	Full	BPAR	APAR
DA ADMINISTRATIVE ASSISTANT	\$5141 - 6252	070	1.00	0.00	0.00
DA CRIMINAL INVESTIGATOR	\$7634 - 10853	081SC - 08	1.00	0.00	0.00
DA INVESTIGATOR 1	\$5979 - 8780	071SA - 07	1.00	0.00	0.00
DA INVESTIGATOR 2	\$6562 - 9183	074SB - 07	1.00	0.00	0.00
DISTRICT ATTORNEY	\$14685	ELEC	1.00	0.00	0.00
DISTRICT ATTORNEY ASSISTANT	\$9987 - 12144	097	1.00	0.00	0.00
DISTRICT ATTORNEY DEPUTY	\$7178 - 10612	084 - 092	1.00	0.00	0.00
DISTRICT ATTORNEY DEPY SENIOR	\$8949 - 10870	093	2.00	0.00	0.00
OFFICE CLERK	\$3084 - 4098	048 - 052	1.00	0.00	0.00
SECRETARY LEGAL	\$3704 - 5419	056 - 064	2.00	0.00	0.00
VICTIM WITNESS ASSISTANT	\$3528 - 4292	054	1.00	0.00	0.00
VICTIM WITNESS COORDINATOR	\$4351 - 5295	063	1.00	0.00	0.00
Budget Officer Totals			14.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

Page 12

ENVIRONMENTAL HEALTH

Title	Salary	Range	Full	BPAR	APAR
ENVIRONMENTAL HEALTH DEPY DIR	\$7915 - 9618	088	1.00	0.00	0.00
ENVIRONMENTAL HEALTH DIRECTOR	\$8750 - 13582	150	1.00	0.00	0.00
ENVIRONMENTAL HEALTH REHS	\$5260 - 7728	071 - 079	1.00	0.00	0.00
ENVIRONMENTAL HEALTH TECH	\$4064 - 4937	060	1.00	0.00	0.00
ENVIRONMENTAL HEALTH TRAINEE	\$4786 - 5809	067	1.00	0.00	0.00
ENVIRONMENTAL HEALTH WATER	\$7915 - 9618	088	1.00	0.00	0.00
HAZARD MATERIALS MGR SENIOR	\$7178 - 8725	084	1.00	0.00	0.00
LABORATORY TECHNICIAN	\$4064 - 5547	060 - 065	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	1.00	0.00	0.00
Budget Officer Totals			9.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

FARM ADVISOR

Title	Salary	Range	Full	BP	AP
OFFICE CLERK	\$3084 - 4098	048 - 052	1.00	0.00	0.00
Budget Officer Totals			1.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

HEALTH & HUMAN SERVICES

Title	Salary	Range	Full	BPAR	APAR
ADDICTION COUNSELOR	\$3969 - 5683	059 - 066	3.00	1.00	2.00
ADDICTION SUPERVISOR	\$5387 - 6544	072	1.00	0.00	0.00
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	7.00	0.00	0.00
AGING SERVICES SUPERVISOR	\$5141 - 6252	070	1.00	0.00	0.00
CAREGIVER RESIDENTIAL	\$3455 - 4937	053 - 060	6.00	1.00	0.00
CLINICAL ADMINISTRATOR	\$7536 - 9159	086	1.00	0.00	0.00
COVID PROGRAM MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
COVID RESPONSE COORDINATOR	\$4351 - 5295	063	1.00	0.00	0.00
COVID RESPONSE SPECIALIST	\$4064 - 4937	060	0.00	4.00	0.00
EQUITY & DIVERSITY COORDINATOR	\$5387 - 6544	072	1.00	0.00	0.00
FIRST SUPERVISOR	\$5923 - 7202	076	1.00	0.00	0.00
FOOD COOK	\$3296 - 3997	051	1.00	2.00	0.00
FOOD COOK SUPERVISOR	\$3875 - 4714	058	1.00	0.00	0.00
HEALTH OFFICER	\$17083.33	CONT	1.00	0.00	0.00
HHS ADMINISTRATIVE ASSISTANT	\$5141 - 6252	070	1.00	0.00	0.00
HHS ASSISTANT DIRECTOR	\$8730 - 10612	092	1.00	0.00	0.00
HHS DEPUTY DIRECTOR AGING & SS	\$7915 - 9618	088	1.00	0.00	0.00
HHS DEPUTY DIRECTOR BEHAV HLTH	\$7915 - 9618	088	1.00	0.00	0.00
HHS DEPUTY DIRECTOR PUB HEALTH	\$7915 - 9618	088	1.00	0.00	0.00
HHS DEPUTY FISCAL & SPECIAL OP	\$7915 - 9618	088	1.00	0.00	0.00
HHS DIRECTOR	\$11109 - 13503	160	1.00	0.00	0.00
HHS SPECIALIST	\$3218 - 4937	050 - 060	10.00	1.00	2.00
HUMAN SERVICES SUPERVISOR	\$5141 - 6252	070	4.00	0.00	0.00
HUMAN SERVICES SUPERVISOR ASST	\$4560 - 5547	065	0.00	1.00	0.00
INNOVATION & GRANT MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
INTEGRATED CASE WORKER	\$4064 - 5809	060 - 067	12.00	0.00	0.00
LONG TERM CARE OMBUDSMAN	\$5387 - 6544	072	1.00	0.00	0.00
MANAGEMENT ANALYST	\$6509 - 7918	080	1.00	0.00	0.00

ATTACHMENT B

**County of Inyo
Manpower Report**

As of 7/1/2023

Page 15

MHSA COMPLIANCE MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
NURSE PHN SUPERVISOR	\$7536 - 9159	086	1.00	0.00	0.00
NURSE PUBLIC HEALTH	\$6509 - 7918	080	1.00	0.00	0.00
NURSE REGISTERED	\$6210 - 7545	078	5.00	0.00	0.00
NURSE REGISTERED BEHAV HEALTH	\$6210 - 7918	078 - 080	2.00	0.00	0.00
NURSE SUPERVISING	\$7178 - 8725	084	1.00	0.00	0.00
OFFICE CLERK	\$3084 - 4098	048 - 052	6.00	0.00	0.00
OFFICE CLERK SUPERVISOR	\$4669 - 5683	066	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	5.00	0.00	0.00
OPERATIONS MANAGER TECOPA	\$4786 - 5809	067	1.00	0.00	0.00
PARENT PARTNER	\$3218 - 3915	050	1.00	0.00	0.00
PEER SUPPORT SPECIALIST	\$3218 - 3915	050	1.00	0.00	0.00
PREVENTION SPECIALIST	\$4064 - 5683	060 - 066	9.00	1.00	0.00
PROG INTEGRITY QA MNGR SENIOR	\$7178 - 8725	084	1.00	0.00	0.00
PROGRAM MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
PROGRAM MANAGER CHILD ADULT	\$6509 - 7918	080	1.00	0.00	0.00
PROGRAM MANAGER DISASTER	\$6509 - 7918	080	1.00	0.00	0.00
PROGRAM MANAGER FIRST FIVE	\$6509 - 7918	080	1.00	0.00	0.00
PROGRAM MANAGER PREVENTION	\$6509 - 7918	080	1.00	0.00	0.00
PROGRAM SERVICES ASST	\$2929 - 3915	046 - 050	0.00	8.00	1.00
PROGRAM SUPERVISOR	\$5141 - 6252	070	1.00	0.00	0.00
PROGRESS HOUSE SUPERVISOR	\$5387 - 6544	072	1.00	0.00	0.00
PSYCHIATRIST	\$0		1.00	0.00	0.00
PSYCHIATRIST PART TIME	\$10355 - 12594	099	0.00	1.00	0.00
PSYCHOTHERAPIST	\$6663 - 8104	081	5.00	0.00	0.00
RE-ENTRY SERVICES COORDINATOR	\$5514 - 6707	073	1.00	0.00	0.00
REGISTERED DIETITIAN NUTRITION	\$5649 - 6868	074	1.00	0.00	0.00
SECRETARY ADMINISTRATIVE	\$3704 - 5419	056 - 064	3.00	0.00	0.00
SOCIAL SERVICES AIDE	\$4064 - 4937	060	5.00	0.00	0.00
SOCIAL WORKER	\$4560 - 6707	065 - 073	15.00	0.00	0.00
SOCIAL WORKER SUPERVISOR	\$5923 - 7545	076 - 078	2.00	0.00	0.00
WELLNESS CENTER PRG SUPERVISOR	\$5141 - 6252	070	1.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 16

Budget Officer Totals	139.00	20.00	5.00
------------------------------	--------	-------	------

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 17

PLANNING

Title	Salary	Range	Full	BPAR	APAR
PLANNING ASSISTANT	\$5141 - 6252	070	1.00	0.00	0.00
PLANNING ASSOCIATE	\$5649 - 6868	074	2.00	0.00	0.00
PLANNING DIRECTOR	\$8750 - 13582	150	1.00	0.00	0.00
PROJECT COORDINATOR	\$4669 - 5683	066	1.00	0.00	0.00
Budget Officer Totals			5.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

PROBATION

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
OFFICE CLERK	\$3084 - 4098	048 - 052	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	1.00	0.00	0.00
PROBATION CHIEF OFFICER	\$9582 - 11685	155	1.00	0.00	0.00
PROBATION DEPUTY CHIEF OFFICER	\$7915 - 9618	088	1.00	0.00	0.00
PROBATION MANAGER	\$6663 - 8104	081	1.00	0.00	0.00
PROBATION OFFICER	\$4692 - 6575	067 - 073	7.00	0.00	0.00
PROBATION SERVICES COORDINATOR	\$4692 - 5695	067	1.00	0.00	0.00
REHAB SPECIALIST	\$3983 - 5314	060 - 064	8.00	2.00	0.00
SECRETARY LEGAL	\$3704 - 5419	056 - 064	2.00	0.00	0.00
Budget Officer Totals			24.00	2.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

PUBLIC ADMINISTRATOR

Title	Salary	Range	Full	BPAR	APAR
PUBLIC ADMIN GUARD DEPUTY	\$4903 - 5957	068	1.00	0.00	0.00
PUBLIC ADMINISTRATOR GUARD	\$7258	ELEC	1.00	0.00	0.00
PUBLIC GUARDIAN SPECIALIST	\$3785 - 4598	057	0.00	1.00	0.00
		Budget Officer Totals	2.00	1.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

PUBLIC WORKS

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	2.00	0.00	0.00
AIRPORT SUPERVISOR OPERATIONS	\$5260 - 6396	071	1.00	0.00	0.00
AIRPORT TECHNICIAN	\$3704 - 4937	056 - 060	2.00	0.00	0.00
AIRPORT TECHNICIAN PART TIME	\$3528 - 4292	054	0.00	1.00	0.00
BUILDING INSPECTOR	\$4903 - 5957	068	1.00	0.00	0.00
BUILDING MAINTENANCE WATER SUP	\$5260 - 6707	071 - 073	1.00	0.00	0.00
BUILDING MAINTENANCE WORKER	\$3704 - 5419	056 - 064	4.00	0.00	0.00
BUILDING TECHNICAL OFFICIAL	\$6210 - 7545	078	1.00	0.00	0.00
CUSTODIAN	\$3218 - 4292	050 - 054	5.00	0.00	0.00
ENGINEER ASSOCIATE CIVIL	\$6838 - 8303	082	1.00	0.00	0.00
ENGINEER SENIOR CIVIL	\$7354 - 8941	085	1.00	0.00	0.00
ENGINEERING ASSISTANT	\$5260 - 7031	071 - 075	5.00	0.00	0.00
ENGINEERING TECHNICIAN	\$4157 - 5683	061 - 066	1.00	0.00	0.00
EQUIPMENT MECHANIC HEAVY	\$4157 - 5295	061 - 063	4.00	0.00	0.00
EQUIPMENT MECHANIC OPERATOR	\$4157 - 5295	061 - 063	2.00	0.00	0.00
EQUIPMENT MECHANIC TRAINEE	\$3218 - 4098	050 - 052	1.00	0.00	0.00
EQUIPMENT OPERATOR HEAVY	\$3875 - 4937	058 - 060	17.00	0.00	0.00
EQUIPMENT OPERATOR LEAD	\$4669 - 5683	066	3.00	0.00	0.00
GATE ATTENDANT	\$3218 - 4098	050 - 052	7.00	0.00	0.00
MANAGEMENT ANALYST SENIOR	\$7178 - 8725	084	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	8.00	0.00	0.00
PARK MANAGER	\$5260 - 6396	071	1.00	0.00	0.00
PARK SPECIALIST	\$3218 - 4494	050 - 056	4.00	0.00	0.00
PARK SPECIALIST LEAD	\$4157 - 5049	061	2.00	0.00	0.00
PLANNING TRANSPORTATION	\$5649 - 6868	074	1.00	0.00	0.00
PUBLIC WORKS ASSISTANT DIR	\$8730 - 10612	092	1.00	0.00	0.00
PUBLIC WORKS DEPUTY	\$7915 - 9618	088	4.00	0.00	0.00
PUBLIC WORKS DIRECTOR	\$11109 - 13503	160	1.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 21

ROAD MAINTENANCE SUPERVISOR	\$5260 - 6396	071	4.00	0.00	0.00
ROAD MAINTENANCE WORKER	\$3218 - 4098	050 - 052	2.00	0.00	0.00
ROAD SHOP SUPERVISOR	\$5260 - 6396	071	1.00	0.00	0.00
SOLID WASTE FOREMAN	\$5260 - 6396	071	1.00	0.00	0.00
Budget Officer Totals			90.00	1.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

SHERIFF

Title	Salary	Range	Full	BPAR	APAR
ANIMAL CONTROL OFFICER	\$3704 - 4937	056 - 060	2.00	0.00	0.00
ANIMAL CONTROL SUPERVISOR	\$4461 - 5419	064	1.00	0.00	0.00
CIVIL OFFICER	\$4461 - 6252	064 - 070	1.00	0.00	0.00
CORPORAL	\$5678 - 8335	070SA - 07	7.00	0.00	0.00
CORRECTIONAL OFFICER	\$4518 - 6366	064 - 070	22.00	0.00	0.00
DEPUTY	\$5169 - 7595	067SA - 06	19.00	0.00	0.00
EVIDENCE TECHNICIAN	\$4461 - 6252	064 - 070	1.00	1.00	0.00
FOOD COOK	\$3296 - 3997	051	3.00	1.00	0.00
FOOD COOK SUPERVISOR	\$3875 - 4714	058	1.00	0.00	0.00
INVESTIGATOR	\$5979 - 8780	071SA - 07	3.00	0.00	0.00
LIEUTENANT	\$7634 - 10853	081SC - 08	3.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	4.00	0.00	0.00
PUBLIC INFORMATION OFFICER	\$6210 - 7545	078	1.00	0.00	0.00
PUBLIC SAFETY DISPATCHER	\$3785 - 5683	057 - 066	6.00	0.00	0.00
SERGEANT	\$6250 - 9183	074SA - 07	5.00	0.00	0.00
SHELTER ASSISTANT	\$2929 - 3577	046	3.00	0.00	0.00
SHERIFF	\$0		1.00	0.00	0.00
SHERIFF ADMINISTRATIVE ASST	\$5141 - 6252	070	1.00	0.00	0.00
SUPPORT SERVICES ANALYST	\$4903 - 5957	068	1.00	0.00	0.00
UNDERSHERIFF	\$8179 - 11624	085SC - 08	1.00	0.00	0.00
Budget Officer Totals			86.00	2.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 23

TREASURER

Title	Salary	Range	Full	BPAR	APAR
MANAGEMENT ANALYST	\$6509 - 7918	080	1.00	0.00	0.00
OFFICE TECHNICIAN	\$3616 - 5295	055 - 063	3.00	0.00	0.00
TREASURER TAX COLLECTOR	\$10634	ELEC	1.00	0.00	0.00
TREASURER TAX COLLECTOR ASST	\$7271 - 8836	084	1.00	0.00	0.00
Budget Officer Totals			6.00	0.00	0.00

County of Inyo
Manpower Report

As of 7/1/2023

Page 24

WATER

Title	Salary	Range	Full	BPAR	APAR
ADMINISTRATIVE ANALYST	\$4903 - 6544	068 - 072	1.00	0.00	0.00
MITIGATION PROJECT MANAGER	\$6509 - 7918	080	1.00	0.00	0.00
RESEARCH ASSISTANT	\$4461 - 5419	064	1.00	0.00	0.00
SALT CEDAR MANAGER	\$5387 - 6544	072	1.00	0.00	0.00
SCIENTIST SENIOR	\$6838 - 8303	082	3.00	0.00	0.00
VEGETATION MANAGER	\$5387 - 6544	072	1.00	0.00	0.00
WATER DEPUTY DIRECTOR	\$7915 - 9618	088	1.00	0.00	0.00
WATER DIRECTOR	\$9582 - 11685	155	1.00	0.00	0.00
Budget Officer Totals			10.00	0.00	0.00

ATTACHMENT B

County of Inyo
Manpower Report

As of 7/1/2023

Page 25

Report Totals	Full	BPAR	APAR
	477.00	31.00	9.00

ATTACHMENT C
PERSONNEL ACTION TABLE - FY 2023-24

POSITIONS RECOMMENDED FOR ELIMINATION			
DEPARTMENT	POSITION TITLE	RANGE	REASON FOR DELETION
ENVIRONMENTAL HEALTH	DEPUTY DIRECTOR OF ENVIRONMENTAL HEALTH	88	DEPARTMENT REQUEST
ENVIRONMENTAL HEALTH	WATER MANAGER	88	DEPARTMENT REQUEST
HEALTH & HUMAN SERVICES	PREVENTION SPECIALIST I (BPAR)	60 PT	DEPARTMENT REQUEST
PROBATION	LEGAL SECRETARY	56	DEPARTMENT REQUEST
PROBATION	PROBATION OFFICER	67	DEPARTMENT REQUEST
PROBATION	REHABILITATION SPECIALIST I (BPAR) (2)	60 PT	DEPARTMENT REQUEST
PROBATION	REHABILITATION SPECIALIST I	60	DEPARTMENT REQUEST
SHERIFF	CORPORAL (WHEN VACANT IN JANUARY)	70	DEPARTMENT REQUEST

POSITIONS RECOMMENDED TO BE ADDED TO DEPARTMENTS		
DEPARTMENT	POSITION TITLE	RANGE
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HEALTH TRAINEE	67
HEALTH & HUMAN SERVICES	EMPLOYMENT AND TRAINING WORKER	67
HEALTH & HUMAN SERVICES	HOME VISITING SUPERVISOR	70
HEALTH & HUMAN SERVICES	PREVENTION SPECIALIST I - FULL-TIME	60
HEALTH & HUMAN SERVICES	PUBLIC HEALTH COORDINATOR	74
COUNTY ADMINISTRATIVE OFFICER	LIBRARIAN 1 (ON-CALL APAR)	57 PT
PUBLIC WORKS	LEAD EQUIPMENT OPERATOR (SOUTH COUNTY)	66
TREASURER-TAX COLLECTOR	ADMINISTRATIVE ANALYST I	68

CHANGES IN AUTHORIZED STAFFING TO DEPARTMENTS			
DEPARTMENT	POSITION TO BE DELETED	RANGE	POSITION TO BE ADDED
AGRICULTURAL COMMISSION	AGRICULTURAL BIOLOGIST SUPERVISOR	78	DEPUTY AGRICULTURAL COMMISSIONER
AUDITOR-CONTROLLER	OFFICE TECHNICIAN III	63	PAYROLL ANALYST I
COUNTY ADMINISTRATOR	OFFICE CLERK III	52	OFFICE TECHNICIAN I
HEALTH & HUMAN SERVICES	HUMAN SERVICES SUPERVISOR (2)	70	SUPERVISING INTEGRATED CASE WORKERS (2)
HEALTH & HUMAN SERVICES	HUMAN SERVICES SUPERVISOR (1)	70	TOBACCO EDUCATION SUPERVISOR (1)
HEALTH & HUMAN SERVICES	HUMAN SERVICES SUPERVISOR ASSISTANT (BPAR)	65 PT	AGING SERVICES SUPERVISOR ASSISTANT (BPAR)
HEALTH & HUMAN SERVICES	REGISTERED DIETITIAN NUTRITION	74	SUPERVISING REGISTERED DIETITION
HEALTH & HUMAN SERVICES	PROGRAM MANAGER	80	DEPUTY DIRECTOR OF PUBLIC ASSISTANCE AND AGING
HEALTH & HUMAN SERVICES	DEPUTY DIRECTOR OF AGING AND SOCIAL SERVICES	88	DEPUTY DIRECTOR OF SOCIAL AND PLACEMENT SERVICES
PROBATION	ADMINISTRATIVE ANALYST I	72	PROBATION OPERATIONS ANALYST
PROBATION	OFFICE CLERK III	52	OFFICE TECHNICIAN I
PUBLIC WORKS	OFFICE TECHNICIAN III	63	ADMINISTRATIVE ANALYST I
PUBLIC WORKS	BUILDING TECHNICAL OFFICIAL	78	BUILDING ASSOCIATE OFFICIAL (ONCE PERSONNEL HAS FINALIZED REQUIREMENTS)
PUBLIC WORKS	TRANSPORTATION PLANNER	74	SENIOR PLANNER
PUBLIC WORKS	ROAD MAINTENANCE SUPERVISOR	71	FACILITIES OPERATIONS SUPERVISOR
SHERIFF	LIEUTENANT	81	ASSISTANT SHERIFF
SHERIFF	CORRECTIONAL OFFICER III (4)	70	CORPORAL CORRECTIONAL OFFICER (4)
SHERIFF	OFFICE TECHNICIAN III	63	RECORDS SUPPORT ANALYST
SHERIFF	EVIDENCE TECHNICIAN II (BPAR)	67 PT	EVIDENCE TECHNICIAN II (FULL-TIME)

CHANGES IN AUTHORIZED STAFFING

AGRICULTURAL COMMISSIONER/SEALER

The Recommended Budget supports the department's request to change one (1) Agricultural Biologist Supervisor (Range 78) to a Deputy Agricultural Commissioner (Range 83) depending on the successful application of such new position. The department is currently recruiting for both positions. If the successful candidate comes in at the Agriculture Biologist Supervisor title then the change will not be made, however the Budget Team wanted the department to have some options during the recruitment process.

AUDITOR-CONTROLLER

The Recommended Budget does support the department's request to reclassify one (1) Office Technician III (Range 63) to a Payroll Analyst I (Range 68). With the increased volume of payroll transactions, the additional demands placed upon the Auditor's Office from State and Federal guidelines and additional tracking requirements, this position will support the County as a whole.

BOARD OF SUPERVISORS

The Recommended Budget does not support the request to increase the authorized strength by adding one (1) Grants Coordinator (Range 74). With the recent addition of the Administrative Operations Analyst (Range 74) in the previous fiscal year and the increase in all costs across the General Fund budgets, the Budget Team determined that this position could be delayed for a time until the funding was less volatile.

COUNTY ADMINISTRATIVE OFFICER

The Recommended Budget does support the department's request to reclassify one (1) Office Clerk III (Range 52) to an Office Technician I (Range 55). This position currently oversees the front office reception area of the Quilter Consolidated Office Building and also provides back-up to the County Motor Pool fleet.

CHILD SUPPORT SERVICES

The Recommended Budget does not support the request to reclassify all the Child Support Officer positions nor the reclassification of the Program Manager. The Budget Team has budgeted for a Classification and Compensation Study in Fiscal Year 2023-2024 and the County's negotiation team is currently working with Unions to determine which positions will be put forward to be reviewed. Until the Class and Comp study is completed these positions will remain as is.

ENVIRONMENTAL HEALTH

The Recommended Budget supports the request to delete (1) one Water Lab Director (Range 88) when the current employee retires and to also increase the authorized strength by (1) one Environmental Health Trainee (Range 67). This change will allow the department to provide additional cross-training and provide better service to the constituents. Additionally, the Recommended Budget supports the deletion of one (1) Deputy Director of Environmental Health

(Range 88) and the request to leave one (1) Environmental Health Technician position (Range 60) unfunded currently.

HEALTH AND HUMAN SERVICES

The Recommended Budget does not support the request to reclassify or delete any of the HHS Specialist I-IV classification series to Case Managers with range changes at this time. With the upcoming Comp and Class study, it is agreed that these positions will be included to be reviewed. Additionally, there is not current support for the Social Services Aides to have changes in the range, for the same reason. These positions will be included in the Class and Comp study.

The Recommended Budget does support the department's request to change its Authorized Strength in the Public Health and Prevention division with the addition of one (1) Public Health Coordinator (Range 74). This position will support the division with ongoing accreditation activities, training coordination, grants management (initially closing out all the COVID and limited-term grants, then management of dozens of ongoing grants), new grant opportunities, and to develop tracking systems for grant requirements. There is also support to delete one (1) BPAR Prevention Specialist I-III (Range 60/63/66) and add one (1) Full-time Prevention Specialist I-III (Range 60/63/66). This position will continue to provide services in the Substance Use Disorders program but will also provide services in the CA Home Visiting budget. The Recommended Budget also supports the reclassification of one (1) Registered Dietitian Nutritionist (Range 74) to Supervising Registered Dietitian (Range 78). This change will allow the RD to provide direct clinical supervision of WIC Nutrition Assistants in the WIC program. Finally, there is support to change the title of one (1) Human Services Supervisor to Tobacco Education Supervisor. The department will develop a revised job description that accurately reflects the duties specific to this position.

Additionally supported is the department's request to change its Authorized Strength in the CA Home Visiting Program by adding one (1) Home Visiting Supervisor (Range 70). This position will oversee the expansion of the home visiting program and provide direct supervision to the home visiting staff.

The Recommended Budget also supports the department's request to change its Authorized Strength in the Social Services division by reclassifying one (1) Program Manager (Range 80) to a Deputy Director of Public Assistance and Aging (Range 88). This position will directly oversee the Employment and Eligibility division along with the ESAAA program. Additionally, there is a request to change one (1) Deputy Director of Aging and Social Services title to the Deputy Director of Social and Placement Services. This position will oversee Child Welfare Services, Adult Protective Services, In-Home Supportive Services, Resource Family Approvals, and Lanterman-Petris-Short Act (LPS) conservatorships and placements. There is also support to change the titles of two (2) Human Services Supervisors to Supervising Integrated Case Workers. This title more accurately reflects the unique duties of the positions and also matches the Merit Systems title. There is support to change the title of one (1) BPAR Assistant Human Services Supervisor to BPAR Assistant Aging Services Supervisor. This will allow the department to revise the current job description to accurately reflect the duties, and it aligns the title with the Aging Services

Supervisor. Finally, there is support to add one (1) Employment and Training Worker (Range 67). This new position will leverage expanded subsidized employment and Workforce Investment and Opportunities Act (WIOA) funding to offer employment classes and to coordinate and support subsidized employment opportunities in Inyo County.

LIBRARY

The Recommended Budget supports increasing the Authorized Strength with the addition of one (1) On-Call APAR Librarian I (Range 57). The addition of this position will allow the department to provide coverage in the Southern portion of the County with minimal expense.

Additionally, the Recommended Budget includes funding for one (1) Temporary Librarian II (Range 60) to assist the Library Director in the clean-up of the Independence Campus Library.

PLANNING

The Recommended Budget does not support the reclassification of one (1) Project Coordinator (Range 66) to an Administrative Analyst I (Range 68). This position will be included in the Class and Comp Study.

PROBATION

The Recommended Budget supports changing the Authorized Strength by reclassifying one (1) Administrative Analyst I (Range 72) to a Probation Operations Analyst (Range 74). The department has recently undergone a reorganization in an effort to be more efficient and to align actual job duties with the job description. The department is in need of an executive-type position that performs various duties outside of those of the Administrative Analyst job description. Additionally, there is support to reclassify one (1) Office Clerk III (Range 52) to an Office Technician I (Range 55). This will give the department the opportunity to better utilize the skills and services along with giving the County flexibility as this position provides administrative duties at the reception area in the Quilter Consolidated Office Building.

The Recommended Budget also supports the deletion of the following positions: one (1) Legal Secretary, one (1) Probation Officer, two (2) BPAR Rehabilitation Specialist I's, and one (1) Rehabilitation Specialist. These positions have been vacant for several years.

PUBLIC WORKS

The Recommended Budget supports changing the Authorized Staffing in the Recycling & Waste Management division by reclassifying one (1) Office Technician III (Range 63) to an Administrative Analyst I (Range 68). This division requires a higher level of analytical work and will also provide direct supervision of the Gate Attendants. There is also support to add one (1) Lead Equipment Operator (Range 66) for the South County. This position will directly oversee twelve (12) employees at three (3) landfills and one (1) transfer station, with an additional fourteen (14) dumpster site location and additional three (3) closed landfills that are still under compliance standards, that the department services in the entire county.

There is also support to change the Authorized Staffing in the Local Transportation Commission (LTC) division by reclassifying one (1) Transportation Planner to a Senior Planner (Range 78). This position is autonomous and provides service to the LTC without oversight.

The Recommended Budget supports changing the Authorized Staffing by reclassifying one (1) Building Technical Official (Range 78) to a Building Associate Official (Range 80). This position change is supported, however, it will only occur once Personnel has finalized language and contract changes to ensure that the current employee will be able to meet the requirements of the new position.

The Recommended Budget supports changes in the Authorized Staffing in the Road division with the reclassification of one (1) Road Maintenance Supervisor (Range 71) to a Facilities Operations Supervisor (Range 75). This position will provide assistance with Recycling & Waste Management, building and maintenance, and other tasks for various departments. The position is located in the southern portion of the county and this change will more accurately reflect his duties and responsibilities.

The Recommended Budget does not support the addition of one more career type ladder to the Engineering Assistant series. This will be forwarded to the Comp and Class Study. Also, there is not support to pay a stipend for or to change the title and job description for one (1) Engineering Assistant that currently works in the Water Systems division. This would need to be bargained with the Union or put forward to the Comp and Class Study.

SHERIFF

The Recommended Budget supports changing the Authorized Strength by reclassifying one (1) Lieutenant (Range 81) to an Assistant Sheriff (Range 83). Over the past several years, new legislation has been added, requiring all law enforcement agencies to adhere to oversight on sworn staff. SB2 and Racial and Identity Profiling Act (RIPA) guidelines have increased workloads for administrative staff, placing extreme workload on the support services Lieutenant. There is also support to delete one (1) Corporal position when a vacancy occurs to provide cost-savings to the budget.

The Recommended Budget also supports changing the Authorized Strength by reclassifying one (1) Office Technician III to a Records Support Analyst (Range 68). In the past few years, the State has made changes to Uniform Crime Code reporting adding extra duties to the current position that include newly instated reporting systems such as California Incident Based Reporting (CIBRS), as well as National Incident Based Reporting System (NIBRS). Additionally, there is support to reclassify one (1) BPAR Evidence Technician II (Range 67 PT) to a Full-time Evidence Technician II (Range 67). This position provides backup and redundancy to the current Evidence Technician and in the past year, the caseload has substantially increased resulting in the need for two (2) Full-time positions.

The Recommended Budget supports the reorganization of the jail by changing the Authorized Staffing to reclassify four (4) current Correctional Officers (Range 70) to Corporal Correctional

Officers (Range 74). This will enhance jail supervision by promoting the expertise that Correctional staff gain through years of training and experience working in the jail. Implementing proper jail supervision is a high priority due to the many regulations and mandates imposed on correctional facilities by the State. Additionally, this will allow the department to move four (4) sworn Corporals who are currently assigned to the jail to be reassigned to the Operations division and/or where needed.

Finally, the Recommended Budget does not support the reclassification of one Sheriff Administrative Assistant (Range 70) to a Range 74 or the change of one (1) Animal Services Supervisor (Range 64) to a Range 70. Both of these positions will be recommended to be reviewed during the Comp and Class study.

TREASURER-TAX COLLECTOR

The Recommended Budget supports changing the Authorized Strength by adding one (1) Administrative Analyst I (Range 68). The department is preparing for a pilot program for treasury services to the Bishop area centered in the Quilter Consolidated Office Building. This position must be a high performing, independent fiscal analyst. There will be cost savings associated with the centralization of treasury services in the Bishop area with the addition of this position.

ATTACHMENT D**RECOMMENDED DEFERRED MAINTENANCE**

PROJECT NAME	BUDGET	FUNDING SOURCE
Animal Shelter Project	\$294,300	Animal Shelter Donation Trust
Big Pine Town Hall ADA Restroom	\$20,000	Public Liability ADA Funds
Big Pine Town Hall Water Fountain	\$1,500	Public Liability ADA Funds
Bishop & Lone Pine Sr Center Roof	\$35,000	General Fund
Bishop Airport HVAC Replacement - 3 units	\$53,001	Bishop Airport
Bishop Senior Center Ceiling	\$20,000	ESAAA Infrastructure Funds
Bishop Senior Center Flooring	\$70,000	ESAAA Infrastructure Funds
Bishop Senior Center Paint	\$30,000	ESAAA Infrastructure Funds
Bishop Wellness Center Restrooms	\$10,000	Mental Health Funds
Child Support Connection Door	\$5,000	Child Support Funds
Child Support Interview Room	\$15,000	Child Support Funds
Countywide HVAC Replacement	\$215,000	ARPA Funding
Courthouse HVAC	\$208,563	Great Basin APC Funds
Courthouse HVAC Design/Engineer	\$67,629	Great Basin APC Funds
Courthouse Roof	\$200,000	Great Basin APC Funds
Courthouse Windows Replacement	\$198,967	Great Basin APC Funds
HHS Fiscal Water Fountain	\$1,500	Public Liability ADA Funds
Jail Boiler Room Temp Controller	\$6,000	Deferred Maintenance Fund Balance
Jail Inmate Shower Repairs	\$200,000	Deferred Maintenance Encumbrance
Jail Kitchen Reznor Make Up Air Handler	\$27,000	Deferred Maintenance Fund Balance
Lone Pine COB Sidewalk - ADA	\$10,000	Public Liability ADA Funds
Museum Back Double Door	\$15,000	General Fund
Museum Repair Electrical and Internet	\$2,500	General Fund
Museum Water Fountain	\$1,500	Public Liability ADA Funds
Progress House kitchen remodel	\$231,192	Mental Health Funds
Sheriff QCOB Outlets	\$5,000	Deferred Maintenance Encumbrance
Sheriff Remediation - Paint, Flooring	\$175,000	ARPA Funding
Sheriff Water Abatement - Admin	\$750,000	Criminal Justice Funds/ ARPA Funds
Water Department Exterior Paing	\$50,000	Water Department Funds



ATTACHMENT E

BUDGET GUIDE AND BUDGET GLOSSARY



2023 – 2024 INYO COUNTY BUDGET OVERVIEW

This Budget Guide is designed to assist readers who are new to the Inyo County budget process to better understand the information contained in the budget document for the Fiscal Year starting July 1, 2023, and ending June 30, 2024 (referred to as Fiscal Year 2023 – 2024 or FY 23-24)

Above all, our goal is to present the information about the County’s budget in a format that meets State and Federal guidelines while also providing for easy readability to the citizens of Inyo County.

STATEMENT OF PHILOSOPHY

The County’s budget is an annual financial and operational plan. It is a clear reflection of County priorities as established by the Board of Supervisors and County departments. The primary purpose of the annual budget development process and this resulting document is to identify the full scope of services provided by the County and the resources that support them.

The Inyo County Budget Team, which consists of the County Administrative Officer (CAO), Auditor-Controller, Senior Budget Analyst and Board of Supervisors strongly desire that the County budget development and adoption process be transparent to Inyo County’s citizens and responsive to their input.

BASIS OF BUDGETING

In general, the County financial activities are organized into separate funds that are designated for a specific purpose or set of purposes. The fund accounting process allows the County to budget and account for revenues that are restricted by law or policy to a specific use or purpose in accordance with nationally recognized rules of governmental accounting and budgeting.

BUDGET DEVELOPMENT & APPROVAL PROCESS

Creating the annual budget for Inyo County is a large project requiring significant collaboration. The Budget Team is responsible for recommending a proposed budget to the Board of Supervisors for consideration and adoption. Department heads are responsible for preparing and managing their budgets at the line-item level. The Budget Team reviews departmental projections for expense and income accuracy, consistency with budget policies, and planned attainment of the Board Objectives.

The Board of Supervisors is responsible for adopting the budget, after considering it as a whole, and gauging its success in reflecting County-wide objectives and priorities for the community. The budget must be adopted by a 4/5ths vote of the Board of Supervisors. Any future budget amendment requires equivalent action.



FY 2023/2024 BUDGET DEVELOPMENT CALENDAR

2023 Dates	Key Budget Meetings/Activities/Deliverables
May 12	Budget Kick-off: Provide departments with tools to build their requested budgets
May 12 – June 9	Department Budget Preparation
June 9	Requested Budgets due to CAO Office
June 9 – July 9	Budget Team reviews all budgets – starts the Recommended Budget
July 10 – July 24	Budget Team and Departmental Budget Meetings – review and discussion of all changes
August 2	Budget Workshop with the Board of Supervisors
September 1	Public Copy of Recommended Budget available in Board of Supervisors Chambers and on the Inyo County Website
September 12	Budget Hearings held in the Board of Supervisors Chambers
September 19 or September 26	Final Budget Adoption held in Board Chambers

BUDGET NARRATIVE AND BUDGET SUMMARIES

Each budget unit of this budget includes an overview of the service description, previous year's major accomplishments, and departmental objectives and performance measures for the new fiscal year. Departmental objectives may be strictly tied to Board Objectives or may be broader departmental objectives unique to the department. Budget Summaries for each Service Budget Unit are also presented. These summaries provide an overview of the revenues and expenses budgeted for FY 2023-24 as well as information about prior years to assist the reader in identifying trends. Note that direct comparisons between years are not always possible due to changes in accounting practices.

ACCOUNTABILITY

There are several levels of financial accountability mechanisms built into the budget process. Our internal Auditor-Controller, an independently elected official, pre-audits payments to determine appropriateness under County guidelines. Externally, the County hires an independent audit firm to perform an audit of our books to determine their conformity with generally accepted accounting principles and to make management recommendations based upon their observations. Finally, the Inyo County Civil Grand Jury periodically investigates and reports regarding County operations and finances.

**FISCAL MONITORING THROUGHOUT THE YEAR**

After adoption of the budget, the CAO staff reviews and monitors revenues and expenses quarterly and assists departments in fiscal management as necessary. Annually there are two times per year that departments and the Budget Team review all expenditures and revenues – The Mid-Year Financial Review and the Third Quarter Financial Review. This allows departments to adjust their budgets as needed with input from the Budget Team. In addition, it is important to revise the budget downward when opportunities do not materialize.

BUDGET AMENDMENTS

Periodically, changes to the budget are necessary to seize opportunities that occur throughout the year, or to increase appropriations for unanticipated expenses outside of the Mid-Year and Third Quarter windows. Budget amendments are required in order to increase or decrease revenues or appropriations and the Board of Supervisors must approve prior to committing any County resources.

FUND BALANCES

When revenues do not equal expenses during a particular fiscal year, the result is a change in Fund Balance. The County maintains a variety of Funds, corresponding to specific restrictions on the use of funds as specified by law or regulation or by the source of funds. The timing of the receipt of funds from various sources does not always coincide with the schedule for expenditure of those funds.

WORKFORCE

The County workforce comprises the largest portion of our budget and is fully responsible for carrying out the services and associated work. Workforce is discussed in the budget in the form of Positions and Staffing.

Positions are referred to as “Authorized” as only the Board can make changes to the official list and set of authorized positions available for staffing within the organization. The process for modifying this list generally only happens during budget adoption, though occasional other changes may happen during the course of the year by bringing a dedicated item to the Board.

Positions are referenced fully on the “Manpower Report” found in Attachment B by department and level of allocation. Most positions in the organization are Full Time, which are represented as 1 Full Time Equivalent (FTE) and require staff to work at least 30 hours per week. Part time positions are categorized as APAR which equates to ½ FTE, allowing up to 20 hours per week, or BPAR which equates to ¾ FTE and allows for between 20 – 29.99 hours per week.

Staffing levels fluctuate throughout the year and department.



BUDGET GLOSSARY

Adopted Budget: The budget document formerly approved by the Board of Supervisors after the required public hearings and deliberations on the Recommended Budget.

Appropriation: An authorization by the Board of Supervisors from a specific fund to a specific agency or program to make expenditures or incur obligations for a specified purpose and period of time. The budget contains many items of appropriation. These appropriations are limited to one year unless otherwise specified.

Budget Unit: Similar to sub-accounts within budgets; created for tracking expenditures or revenues which must be accounted for separately.

Capital Expenditures: Expenditures incurred for the improvement to or acquisition of land, facilities and infrastructure.

Capital Improvement Plan (CIP): A mid-range plan, usually four to ten years, which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan.

Contingencies: A budgetary provision representing that portion of the set aside to meet unforeseen expenditure requirements or to offset revenue shortfalls during the fiscal year. Contingencies may be budgeted for specific funds or groups of funds.

Debt Service: Annual principal and interest payments that local government owes on borrowed money.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises (e.g. water, gas and electric utilities; airports; parking garages; or transit systems). The governing body intends that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditures: Actual spending of funds authorized by an appropriation.

Fee for Services: Fees charged for certain services provided to citizens and other public agencies. Examples of these fees include: planning and public works services such as sale of plans and specifications and blueprints, and plan or map check fees; park facilities usage including camping, parking and picnic area usage; document recording services, certified copies of vital statistics; animal services such as vaccination and impound fees.



Final Budget: The Adopted Budget adjusted by all revisions through the fiscal year as of June 30.

Fiscal Year (FY): A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The County of Inyo's fiscal year is July 1 through June 30.

Full Time Equivalent (FTE): In concept, one person working full-time for one year. A normal fiscal year equals 2,080 staff hours. Two workers, each working half that number of hours, together equal one staff year. County salaries and benefits costs are based on the total number of FTEs approved in each budget unit.

Fund: A fiscal and accounting entity in which cash and other financial resources, all related liabilities and equities or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations. Funds may contain one or more budget units.

Fund Balance: The amount of dollar resources remaining in a fund at year's end. Usually this is the difference between total expenditures and total resources of a fund.

Fund Balance Types:

- **Nonspendable Fund Balance:** Amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact.
- **Restricted Fund Balance:** When constraints placed on the use of the resources are either (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation.
- **Committed Fund Balance:** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. These committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit these amounts.
- **Assigned Fund Balance:** Amounts that are constrained by the Board's intent to use the funds for specific purposes but are neither restricted nor committed.



- **Unassigned Fund Balance:** The residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

General Fund: The County’s primary operating fund, which is used to account for all financial resources, except those required to be accounted for in another fund.

Generally Accepted Accounting Principles (GAAP): The uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statement of an entity.

General Purpose Revenue: Revenue derived from sources not specific to any program or service delivery that may be used for any purpose that is a legal expenditure of County funds. Examples of General Purpose Revenue includes property taxes, court fines, real property transfer tax and miscellaneous other sources. There are no restrictions as to the use of these monies – often referred to as discretionary revenue.

General Reserve: A reserve established to address unforeseen catastrophic situations. The general reserve can only be established or adjusted during the annual budget adoption process and is not available except during a legally declared emergency. Generally accepted accounting principles (GAAP) and Inyo County policy provides that a local government should maintain a general reserve between 5% and 15% of expenditures.

Goal: A long-term organizational target or direction of development. It states what the organization wants to accomplish or become over the next several years.

Government Finance Officers Association (GFOA): An organization comprised of government accounting and finance professionals throughout the United States and Canada, whose goals include but are not limited to improving financial management practices and encouraging excellence in financial reporting and budgeting by state and local governments.

Internal Service Fund (ISF): A proprietary type fund used to account for the financing of goods or services provided by one department to other departments of the County, or to other governmental units, on a full cost-reimbursement basis, including replacement of capital.



Maintenance of Effort (MOE): Occasionally required by state law or by an initiative, it requires the county to maintain a designated base level of spending, usually in order to receive additional funds.

Mandate: A requirement from the State or federal government that the County perform a task, perform a task in a particular way, or perform a task to meet a particular standard.

Mission: What the County is striving to do over a continuous period of time; its organizational purpose.

Net County Cost: Budgeted appropriations less estimate of revenue anticipated. The amount of General Fund dollars needed to balance the proposed budget.

Objective: A measurable target that must be met on the way to attaining a goal. A statement of anticipated accomplishment, usually measurable and time bound.

Operating Transfers: Operating Transfers result when one fund provides a service on behalf of another fund or when one fund transfers revenues to fund expenditures in another fund. The providing fund budgets the amount required by the other fund in the “Operating Transfer Out” expenditure account. The receiving fund budgets the amount in one of the “Operating Transfer In” revenue accounts.

Realignment Funds: These funds come from vehicle license fees and sales tax revenue collected by the state and allocated to counties. The funds are a “backfill” of the loss of state General Fund support or a shift of program responsibility from the state to the county for health, social services, mental health and youth corrections.

Recommended Budget: The budget document developed by the CAO, the Budget Team and county departments and formally approved by the Board of Supervisors to serve as the basis for public hearings and deliberations prior to the determination of the adopted budget.

Requested Budget: The budget as submitted and requested by the division, department or district.

Reserves: A portion of fund equity that is set aside and not appropriated or spent, or that is legally or contractually restricted for a specific future.



Revenues: Amounts received from taxes, fees, permits, licenses, interest earnings and intergovernmental sources.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Usually eligible expenses are very specific and known to a reasonable degree of accuracy.

Strategic Goal: A long-term organizational target or direction of development. The established long range priorities that the organization strives to achieve.

Unreserved/Undesignated Fund Balance: The portion of fund balance that is available for financing the budget requirements for a current or future fiscal period. Also known as the spendable fund balance.

ABBREVIATIONS

CAO: County Administrative Officer
CDBG: Community Development Grant
CSA: County Service Area
CSAC: California State Association of Counties
CSS: Department of Child Support Services
CWS: Child Welfare Services
FEMA: Federal Emergency Management Agency
FY: Fiscal Year
GAAP: Generally Accepted Accounting Principles
GASB: Governmental Accounting Standards Board
GFOA: Government Finance Officers Association
GIS: Geographic Information System
IHSS: In-Home Supportive Services
ISF: Internal Service Fund
IT: Information Technology
NACO: National Association of Counties
OES: Office of Emergency Services
OPEB: Other Post Employment Benefit
TOT: Transient Occupancy Tax
VLF: Vehicle License Fees

Attachment F

Budget Changes - Requested to Recommended - General Fund Revenues

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
010200	CAO - General	Operating Transfers In	4998	-	16,000	16,000	Operating Transfer for payroll expenses of Broadband Coordinator
010700	County Counsel	Intra County Charges	4821	274,335	104,335	(170,000)	Revenue budgeted in incorrect object code
010700	County Counsel	Inter Government Charges	4824	800	175,800	175,000	Revenue budgeted in incorrect object code
011000	Elections	Miscellaneous Election Ser	4624	1,500	2,500	1,000	Based on prior year actuals
011000	Elections	Operating Transfers In	4998	-	25,000	25,000	Transfer to cover E-Poll Books
011100	Maintenance - Building & Grounds	Operating Transfers In	4998	17,000	-	(17,000)	Criminal Justice Trust is being utilized for Jail Water Intrusion Project
011801	Information Services	Operating Transfers In	4998	-	148,250	148,250	Document Management Project Funding
011801	Information Services	Operating Transfers In	4998	-	75,000	75,000	Digital Signature Project
011900	General Revenues & Expenditures	Operating Transfers In	4998	102,276	2,372,090	2,269,814	PILT and Medicare Trust
022400	District Attorney	Citizen Option - Public Safe	4488	31,354	6,354	(25,000)	Revenue budgeted in incorrect object code
022400	District Attorney	Operating Transfers In	4998	5,000	30,000	25,000	Revenue budgeted in incorrect object code
022700	Sheriff - General	AB443 - Sheriff	4486	257,935	75,077	(182,858)	Overbudgeted AB443 ongoing funds - moved overage to Operating Transfer In
022700	Sheriff - General	Search & Rescue	4695	100	-	(100)	Reduction based on actuals
022700	Sheriff - General	Wrap Fees	4809	3,200	1,800	(1,400)	Reduction based on actuals
022700	Sheriff - General	Intra County Charges	4821	86,443	65,508	(20,935)	Budgeted in incorrect object code
022700	Sheriff - General	Operating Transfers In	4998	210,000	442,285	232,285	30% PIO and overage of AB443 revenue
022701	Kitchen Services	Intra County Charges	4821	3,000	19,000	16,000	Revenue in incorrect budget unit
022706	Jail Security Project	Intra County Charges	4821	-	900,000	900,000	Revenue budgeted in incorrect object code
022706	Jail Security Project	Operating Transfers In	4998	1,005,500	105,500	(900,000)	Revenue budgeted in incorrect object code
022900	Jail - General	State - Public Safety Servic	4485	400,000	600,000	200,000	Based on prior year actuals
022900	Jail - General	State Grants	4498	-	200,000	200,000	Funding for EASS Program
022900	Jail - General	Operating Transfers In	4998	-	14,400	14,400	Annual Operating Transfer

Budget Changes - Requested to Recommended - General Fund Revenues

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
022950	Jail - CAD RMS Project	Operating Transfers In	4998	-	32,901	32,901	Annual Operating Transfer
023100	Juvenile Institutions	Realignment - 2011	4460	14,062	17,578	3,516	Actual Realignment Allocation amount
023300	Agricultural Comm/Sealer	Device Registration Fee	4180	70,200	72,000	1,800	Based on prior year actuals
023300	Agricultural Comm/Sealer	Nursery	4664	500	-	(500)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Intra County Charges	4821	183,677	180,666	(3,011)	Adjusted to the amount of recommended total
023800	Planning & Zoning	Reclamation Plan Fees	4156	18,000	20,000	2,000	Based on prior year actuals
045100	Health - General	Federal Other	4552	1,111,577	711,577	(400,000)	Budgeted in incorrect object code
045100	Health - General	Operating Transfers In	4998	1,353,641	1,753,641	400,000	Budgeted in incorrect object code
045200	Community Mental Health	State Other	4499	678,279	628,279	(50,000)	Budgeted in incorrect object code
045200	Community Mental Health	Operating Transfers In	4998	2,639,066	2,689,066	50,000	Budgeted in incorrect object code
045400	Environmental Health - General	Well Permits	4170	9,500	12,000	2,500	Based on prior year actuals
045400	Environmental Health - General	Swimming Pool Permits	4182	10,000	11,000	1,000	Based on prior year actuals
045400	Environmental Health - General	Food Establishment Permit	4183	52,000	56,000	4,000	Based on prior year actuals
045400	Environmental Health - General	Water Samples	4723	120,000	135,000	15,000	Based on prior year actuals
045400	Environmental Health - General	Operating Transfers In	4998	-	83,867	83,867	Prior Year Realignment Transfer
076999	Parks & Recreation	Leases	4312	1,968	2,100	132	Based on prior year actuals
076999	Parks & Recreation	Schober Lane - Camp	4783	70,000	72,000	2,000	Based on prior year actuals
076999	Parks & Recreation	Independence Creek - Can	4788	13,000	14,000	1,000	Based on prior year actuals
076999	Parks & Recreation	Portuguese Joe - Camp	4789	23,000	24,600	1,600	Based on prior year actuals
076999	Parks & Recreation	Diaz Lake - Camp	4790	100,000	115,000	15,000	Based on prior year actuals
076999	Parks & Recreation	Operating Transfers In	4998	-	153,800	153,800	Annual Operating Transfer

Budget Changes - Requested to Recommended - Non-General Fund Revenues

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
011809	Consolidated Office Building	Operating Transfer In	4998	214,059	420,872	206,813	Depreciation of Cost Plan Charges
011810	Co. Radio Communications Fund	Operating Transfer In	4998	-	332,493	332,493	Creation of a new Radio Communications Budget - funded with Road, Health, Emergency Funds and General Fund
023301	Cannabis Regulation-General Op	Intra County Charges	4821	183,677	180,666	(3,011)	Adjusted to the amount of recommended total
023401	Recorders Micrographic	Operating Transfer In	4998	-	200,000	200,000	AB1466 - Restrictive Covenant Modification
150100	Bishop Airport	County Contribution	4562	350,000	-	(350,000)	Moved amount to Operating Transfer In
150100	Bishop Airport	Operating Transfer In	4998	52,000	462,000	410,000	\$350,000 Moved from Commercial Air Subsidy object code and added \$65,000 to cover contract costs
150200	Independence Airport	Insurance Payments	4747	120,000	-	(120,000)	Revenue not guaranteed
150500	Lone Pine/Death Valley Airport	Operating Transfer In	4998	-	20,000	20,000	Site Support
671413	CalMet Task Force	Operating Transfer In	4998	3,248	-	(3,248)	Budgeted incorrectly
683000	ESAAA	Operating Transfer In	4998	-	389,756	389,756	Transfer to cover the Required County match and the overage of service expenses

Budget Changes - Requested to Recommended - General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
010100	Board of Supervisors	Salaries and Benefits	5001-5043	940,270	854,619	(85,651)	Reduced the Grants Coordinator position to 0
010300	County Clerk - General	Salaried Employee	5001	290,405	280,405	(10,000)	Salary Savings
010300	County Clerk - General	Office & Other Equip < \$5,000	5232	10,500	8,500	(2,000)	Based on requested items savings could be obtained with quotes
010300	County Clerk - General	General Operating	5311	3,570	3,000	(570)	Reduction
010500	TTC - General	Education Reimbursement	5034	2,000	-	(2,000)	Tuition Reimbursement is through Personnel
010500	TTC - General	Office & Other Equip < \$5,000	5232	7,800	6,300	(1,500)	Based on requested items savings could be obtained with quotes
010500	TTC - General	Mileage Reimbursement	5332	2,600	-	(2,600)	Mileage is all paid through the Motor Pool object code
010500	TTC - General	Equipment	5650	16,000	-	(16,000)	Copy Machines are an IS Lease
010600	Assessor	Cell Phone	5122	3,240	2,600	(640)	Based on actual expenditures in previous fiscal year
010600	Assessor	General Operating	5311	16,000	12,000	(4,000)	Prior Year Board Approved amount
010600	Assessor	Travel Expense	5331	13,650	8,000	(5,650)	Prior Year Board Approved amount
010700	County Counsel	Internal Charges	5121	100	-	(100)	General Fund Department - does not get charged by other General Fund Departments
010700	County Counsel	Maintenance of Equipment	5171	200	-	(200)	Based on prior year actuals
010700	County Counsel	General Operating	5311	17,582	15,000	(2,582)	Based on prior year actuals
010700	County Counsel	Travel Expense	5331	13,300	10,000	(3,300)	Based on prior year actuals
011000	Elections	Salaried Employee	5001	251,598	241,598	(10,000)	Salary Savings
011100	Maintenance - Building & Grounds	Overtime	5003	10,000	9,000	(1,000)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Holiday Overtime	5005	500	250	(250)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Personal & Safety Equipment	5112	3,200	1,400	(1,800)	Prior Year Board Approved amount
011100	Maintenance - Building & Grounds	Cell Phone	5122	3,500	3,000	(500)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Maintenance of Structures	5191	8,300	6,000	(2,300)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Maintenance - COB	5196	131,000	81,000	(50,000)	Removal of one project
011100	Maintenance - Building & Grounds	Maintenance of Structures - Material	5199	31,000	25,000	(6,000)	Reduction
011100	Maintenance - Building & Grounds	Professional Services	5265	175,446	160,000	(15,446)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Rents & Leases - Equipment	5281	2,500	500	(2,000)	Reduction
011100	Maintenance - Building & Grounds	Small Tools & Instruments	5301	4,500	4,000	(500)	Based on prior year actuals
011100	Maintenance - Building & Grounds	Motor Pool	5333	112,800	85,000	(27,800)	Based on prior year actuals

Budget Changes - Requested to Recommended - General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
011100	Maintenance - Building & Grounds	Utilities	5351	668,550	640,000	(28,550)	Based on prior year actuals
011402	Grants In Support	Other Agency Contribution	5539	-	150,000	150,000	Fire Department Subsidy payments
011500	Public Works	Overtime	5003	2,500	1,000	(1,500)	Reduction
011500	Public Works	Holiday Overtime	5005	1,000	750	(250)	Reduction
011500	Public Works	External Charges	5124	2,000	500	(1,500)	Based on prior year actuals
011500	Public Works	Maintenance - Fuel & Lubricant	5175	500	350	(150)	Based on prior year actuals
011500	Public Works	Advertising	5263	1,000	500	(500)	Based on prior year actuals
011500	Public Works	General Operating	5311	3,945	3,200	(745)	Based on prior year actuals
011500	Public Works	Motor Pool	5333	500	300	(200)	Based on prior year actuals
011900	General Revenues & Expenditures	Operating Transfer Out	5801	214,059	1,316,618	1,102,559	Operating Transfers Out to fund multiple projects within the County
022400	District Attorney	Health - Employee Physicals	5260	550	-	(550)	General Fund Department - Personnel pays this expense
022400	District Attorney	Advertising	5263	500	250	(250)	Based on prior year actuals
022400	District Attorney	Professional Services	5265	55,230	45,230	(10,000)	Based on prior year actuals
022400	District Attorney	General Operating	5311	33,700	27,000	(6,700)	Based on prior year actuals
022410	District Attorney	Education Reimbursement	5034	350	-	(350)	All Tuition Reimbursement is budgeted in Personnel
022700	Sheriff - General	Overtime	5003	69,500	58,356	(11,144)	Prior Year Board Approved amount
022700	Sheriff - General	Standby	5004	1,046	500	(546)	Based on prior year actuals
022700	Sheriff - General	Holiday Overtime	5005	33,543	21,368	(12,175)	Prior Year Board Approved amount
022700	Sheriff - General	Part-time Employee	5012	100,000	65,187	(34,813)	Prior Year Board Approved amount
022700	Sheriff - General	Personal & Safety Equipment	5112	223,523	165,000	(58,523)	Reduction
022700	Sheriff - General	Memberships	5211	67,919	40,000	(27,919)	Based on prior year actuals
022700	Sheriff - General	Office & Other Equip < \$5,000	5232	23,300	15,000	(8,300)	Item budgeted in incorrect object code
022700	Sheriff - General	Advertising	5263	3,000	1,500	(1,500)	Prior Year Board Approved amount
022700	Sheriff - General	Rents & Leases - Equipment	5281	69,208	36,454	(32,754)	Reduced to fund the new Radio Communications Fund for 6 months
022700	Sheriff - General	Office, Space & Site Rental	5291	41,339	25,454	(15,885)	Reduced to fund the new Radio Communications Fund for 6 months
022700	Sheriff - General	General Operating	5311	53,365	50,000	(3,365)	Based on prior year actuals
022700	Sheriff - General	Utilities	5351	58,392	52,000	(6,392)	Based on prior year actuals

Budget Changes - Requested to Recommended - General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
022700	Sheriff - General	Motor Pool	5333	972,000	925,000	(47,000)	Based on prior year actuals
022700	Sheriff - General	Equipment	5650	18,000	26,800	8,800	Item budgeted in incorrect object code
022700	Sheriff - General	Construction in Progress	5700	20,935	-	(20,935)	Item budgeted in incorrect object code
022701	Kitchen Services	Overtime	5003	40,059	22,951	(17,108)	Prior Year Board Approved amount
022701	Kitchen Services	Holiday Overtime	5005	8,200	4,497	(3,703)	Prior Year Board Approved amount
022701	Kitchen Services	Food & Household Supplies	5131	420,000	390,000	(30,000)	Based on prior year actuals
022701	Kitchen Services	Equipment	5650	-	16,000	16,000	Equipment budgeted in incorrect budget unit
022710	Sheriff - Safety Personnel	Overtime	5003	495,511	400,000	(95,511)	Reduction
022710	Sheriff - Safety Personnel	Standby Time	5004	49,416	10,000	(39,416)	Based on prior year actuals
022710	Sheriff - Safety Personnel	Retirement & Social Security	5021	266,450	150,000	(116,450)	Based on prior year actuals
022710	Sheriff - Safety Personnel	Education Reimbursement	5034	700	-	(700)	Tuition Reimbursement is through Personnel
022900	Jail - General	Overtime	5003	195,732	134,264	(61,468)	Reduction
022900	Jail - General	Holiday Overtime	5005	2,996	-	(2,996)	Based on prior year actuals
022900	Jail - General	Inmate Clothing	5114	11,000	10,000	(1,000)	Based on prior year actuals
022910	Jail - Safety Personnel	Overtime	5003	102,925	90,000	(12,925)	Based on prior year actuals
022910	Jail - Safety Personnel	Standby Time	5004	11,504	2,000	(9,504)	Based on prior year actuals
023000	Probation - General	Overtime	5003	13,000	6,000	(7,000)	Based on prior year actuals
023000	Probation - General	Holiday Overtime	5005	2,000	250	(1,750)	Based on prior year actuals
023000	Probation - General	Cell Phone	5122	4,024	3,500	(524)	Based on prior year actuals
023002	Criminal Justice - Realignment	Internal Charges	5121	2,871,894	2,828,894	(43,000)	Expenditure budgeted in incorrect object code
023002	Criminal Justice - Realignment	Other Agency Contribution	5539	-	43,000	43,000	Expenditure budgeted in incorrect object code
023100	Juvenile Institutions	Overtime	5003	12,000	9,000	(3,000)	Based on prior year actuals
023100	Juvenile Institutions	Holiday Overtime	5005	2,000	500	(1,500)	Based on prior year actuals
023100	Juvenile Institutions	Food & Household Supplies	5131	1,000	250	(750)	Based on prior year actuals
023200	Building & Safety	Holiday Overtime	5005	2,500	2,000	(500)	Reduction
023200	Building & Safety	Overtime	5003	2,000	1,500	(500)	Reduction
023200	Building & Safety	Personal & Safety Equipment	5112	450	300	(150)	Reduction
023200	Building & Safety	Cell Phone	5122	1,320	1,100	(220)	Based on prior year actuals
023200	Building & Safety	Maintenance - Fuel & Lubricant	5175	3,500	1,000	(2,500)	Based on prior year actuals
023200	Building & Safety	Office & Other Equip < \$5,000	5232	5,300	2,600	(2,700)	Prior Year Board Approved amount
023200	Building & Safety	General Operating	5311	6,646	4,000	(2,646)	Based on prior year actuals
023300	Agricultural Comm/Sealer	Office & Other Equip < \$5,000	5232	1,650	150	(1,500)	Removed Washer/Dryer

Budget Changes - Requested to Recommended - General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
023300	Agricultural Comm/Sealer	Advertising	5263	200	50	(150)	Based on prior year actuals
023300	Agricultural Comm/Sealer	Travel Expense	5331	10,000	6,000	(4,000)	Prior Year Board Approved amount
023300	Agricultural Comm/Sealer	Utilities	5351	2,145	1,200	(945)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Personal & Safety Equipment	5112	250	150	(100)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Cell Phone	5122	816	350	(466)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Office & Other Equip < \$5,000	5232	1,650	150	(1,500)	Removed Washer/Dryer
023301	Cannabis Regulation-General Op	Utilities	5351	2,145	1,200	(945)	Based on prior year actuals
023600	Public Administrator	Office & Other Equip < \$5,000	5232	2,000	1,000	(1,000)	Budgeted in incorrect object code
023600	Public Administrator	General Operating	5311	4,500	5,000	500	Purchase additional PPE
023800	Planning & Zoning	Personal & Safety Equipment	5112	370	250	(120)	Based on prior year actuals
023800	Planning & Zoning	Advertising	5263	4,500	3,500	(1,000)	Based on prior year actuals
023800	Planning & Zoning	General Operating	5311	7,220	5,000	(2,220)	Based on prior year actuals
023800	Planning & Zoning	Internal Charges	5121	39,106	5,106	(34,000)	Budgeted for Digitizing Project - already budgeted in IS
023800	Planning & Zoning	External Charges	5124	1,000	-	(1,000)	General Fund Budgets do not charge other GF budgets
023800	Planning & Zoning	Motor Pool	5333	19,832	14,000	(5,832)	Based on prior year actuals
023900	Animal Control	Overtime	5003	27,623	20,000	(7,623)	Based on prior year actuals
023900	Animal Control	Holiday Overtime	5005	14,068	3,617	(10,451)	Prior Year Board Approved amount
023900	Animal Control	Office & Other Equip < \$5,000	5232	1,800	1,400	(400)	Budgeted in incorrect object code
023900	Animal Control	Animal Care Services	5264	42,000	20,000	(22,000)	Based on prior year actuals
023900	Animal Control	Internal Charges	5121	13,000	8,000	(5,000)	General Fund Budgets do not charge other GF budgets
045100	Health - General	Office & Other Equip < \$5,000	5232	584,050	334,050	(250,000)	Change needed to fund the new Radio Communications Budget for 6 months
045100	Health - General	Office, Space & Site Rental	5291	73,208	58,854	(14,354)	Change needed to fund the new Radio Communications Budget for 6 months
045100	Health - General	Operating Transfer Out	5801	-	264,354	264,354	Change needed to fund the new Radio Communications Budget for 6 months
045400	Environmental Health - General	General Operating	5311	8,750	5,000	(3,750)	Prior Year Board Approved amount
045400	Environmental Health - General	Internal Charges	5121	11,900	7,500	(4,400)	Based on prior year actuals
066700	County Library	Overtime	5003	-	1,000	1,000	Based on prior year actuals

Budget Changes - Requested to Recommended - General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
066700	County Library	Holiday Overtime	5005	5,683	2,500	(3,183)	Prior Year Board Approved amount
066700	County Library	Cell Phone	5122	540	400	(140)	Based on prior year actuals
066700	County Library	Health - Employee Physicals	5260	400	-	(400)	General Fund does not pay for this
066700	County Library	Salaries and Benefits	5012-5032	377,464	434,640	57,176	Added a Temporary Librarian to assist the Library (calculated from the salary savings amounts)
076999	Parks & Recreation	Overtime	5003	1,000	6,300	5,300	Prior Year Board Approved amount
076999	Parks & Recreation	Holiday Overtime	5005	2,600	1,500	(1,100)	Based on prior year actuals
076999	Parks & Recreation	Personal & Safety Equipment	5112	2,410	1,500	(910)	Reduction
076999	Parks & Recreation	Maintenance of Equipment	5171	5,500	2,000	(3,500)	Based on prior year actuals
076999	Parks & Recreation	Maintenance of Equipment - Material	5173	9,800	5,500	(4,300)	Prior Year Board Approved amount
076999	Parks & Recreation	Maintenance of Grounds	5182	45,100	39,000	(6,100)	Based on prior year actuals
076999	Parks & Recreation	Maintenance of Structures - Material	5199	10,500	5,300	(5,200)	Prior Year Board Approved amount
076999	Parks & Recreation	Office & Other Equip < \$5,000	5232	36,535	30,000	(6,535)	Reduction
076999	Parks & Recreation	Small Tools & Instruments	5301	6,000	5,000	(1,000)	Based on prior year actuals
076999	Parks & Recreation	Travel Expense	5331	1,200	500	(700)	Based on prior year actuals
076999	Parks & Recreation	Other Agency Contribution	5539	110,000	105,000	(5,000)	Actual amount needed

Budget Changes - Requested to Recommended - Non-General Fund Expenditures

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
010201	CAO-ACO	Operating Transfer Out	4998	-	518,000	518,000	\$93,000 for Airport; \$425,000 for Sheriff Administration Water Intrusion
011501	Deferred Maintenance	Maintenance of Structures	5191	1,287,742	648,192	(639,550)	CAO Recommended Projects
011501	Deferred Maintenance	Professional Services	5265	-	67,692	67,692	CAO Recommended Projects
011501	Deferred Maintenance	Structures & Improvements	5640	1,122,026	1,651,830	529,804	CAO Recommended Projects
023002	Criminal Justice - Realignment	Internal Charges	5121	2,871,894	2,828,894	(43,000)	Expenditure budgeted in incorrect object code
023002	Criminal Justice - Realignment	Other Agency Contribution	5539	-	43,000	43,000	Expenditure budgeted in incorrect object code
023301	Cannabis Regulation-General Op	Personal & Safety Equipment	5112	250	150	(100)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Cell Phone	5122	816	350	(466)	Based on prior year actuals
023301	Cannabis Regulation-General Op	Office & Other Equip < \$5,000	5232	1,650	150	(1,500)	Removed Washer/Dryer
023301	Cannabis Regulation-General Op	Utilities	5351	2,145	1,200	(945)	Based on prior year actuals
034600	Road	Office, Space & Site Rental	5291	50,000	41,500	(8,500)	Change needed in order to fund the new Radio Communications Budget for 6 months
034600	Road	Operating Transfer Out	5801	296,802	305,302	8,500	Change needed in order to fund the new Radio Communications Budget for 6 months
011810	Co-Radio Communcation Fund	Office & Other Equip < \$5,000	5232	-	15,000	15,000	Creation of a new Radio Budget funded for 6 months
011810	Co-Radio Communcation Fund	Professional Services	5265	-	100,000	100,000	Creation of a new Radio Budget funded for 6 months
011810	Co-Radio Communcation Fund	Office, Space & Site Rental	5291	-	99,477	99,477	Creation of a new Radio Budget funded for 6 months
011810	Co-Radio Communcation Fund	Equipment	5650	-	50,000	50,000	Creation of a new Radio Budget funded for 6 months
150100	Bishop Airport	Overtime	5003	15,000	13,000	(2,000)	Based on prior year actuals
150100	Bishop Airport	Maintenance of Equipment - Material	5173	9,000	7,000	(2,000)	Expenditure budgeted in incorrect object code
150100	Bishop Airport	Office & Other Equip < \$5,000	5232	2,000	4,000	2,000	Expenditure budgeted in incorrect object code
150100	Bishop Airport	Professional Services	5265	48,282	113,282	65,000	Increase to cover additional contract costs
150100	Bishop Airport	Small Tools & Instruments	5301	500	200	(300)	Based on prior year actuals
150100	Bishop Airport	Commercial Air Subsidy	5543	350,000	-	(350,000)	Move to Contingencies object code within budget

Budget Changes - Requested to Recommended - Non-General Fund Expenditures

150100	Bishop Airport	Contingencies	5901	-	350,000	350,000	Moved from Commercial Air Subsidy object code
150100	Bishop Airport	Operating Transfer Out	5801	-	53,001	53,001	Transfer into Deferred Maintenance to cover the replacement of 3 HVAC systems
150200	Independence Airport	Construction in Progress	5700	120,000	-	(120,000)	Not budgeting as funding has not been received
154101	Inyo Mosquito Abatement	Office & Other Equip < \$5,000	5232	3,250	1,750	(1,500)	Reduction
154101	Inyo Mosquito Abatement	Professional Services	5265	20,700	770,700	750,000	Expenditure budgeted in incorrect object code
154101	Inyo Mosquito Abatement	General Operating	5311	793,000	43,000	(750,000)	Expenditure budgeted in incorrect object code
500903	Public Liability Trust	Maint of Structures - Materials	5199	103,482	68,982	(34,500)	Move to Operating Transfer Out for Deferred Maintenance projects
500903	Public Liability Trust	Operating Transfer Out	5801	-	34,500	34,500	Move to Operating Transfer Out for Deferred Maintenance projects
623823	Emergency Preparedness 22-23	Office, Space & Site Rental	5291	26,400	15,400	(11,000)	Change needed in order to fund the new Radio Communications Budget for 6 months
623823	Emergency Preparedness 22-23	Operating Transfer Out	5801	-	11,000	11,000	Change needed in order to fund the new Radio Communications Budget for 6 months
650200	American Rescue Plan Act	Operating Transfer Out	5801	-	415,000	415,000	Countywide HVAC Replacement; Jail Admin Water Mitigation partial phase 1 and total phase 2

Budget Changes - Requested to Recommended - Requested Salary Changes

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
011100	Maintenance - Building & Grounds	Salaried Employees	5001	731,769	724,745	(7,024)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	56,610	56,068	(542)	
		PERS Retirement	5022	89,494	88,385	(1,109)	
		Disability Insurance	5032	6,599	6,536	(63)	
011500	Public Works	Salaried Employees	5001	553,276	547,808	(5,468)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	42,658	42,236	(422)	
		PERS Retirement	5022	56,191	55,580	(611)	
		Disability Insurance	5032	4,970	4,921	(49)	
022700	Sheriff - General	Salaried Employees	5001	976,439	974,130	(2,309)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	87,965	87,793	(172)	
		PERS Retirement	5022	141,376	140,956	(420)	
		Disability Insurance	5032	10,311	10,290	(21)	
022701	Kitchen Services	Salaried Employees	5001	214,217	213,640	(577)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	20,358	20,313	(45)	
		PERS Retirement	5022	21,981	21,876	(105)	
		Disability Insurance	5032	2,376	2,370	(6)	
022900	Jail - General	Salaried Employees	5001	1,880,420	1,876,264	(4,156)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	164,122	163,781	(341)	
		PERS Retirement	5022	219,901	219,142	(759)	
		Disability Insurance	5032	19,147	19,104	(43)	
023200	Building & Safety	Salaried Employees	5001	262,125	258,761	(3,364)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	21,280	21,020	(260)	
		PERS Retirement	5022	31,588	31,255	(333)	
		Disability Insurance	5032	2,476	2,448	(28)	
023800	Planning & Zoning	Salaried Employees	5001	462,995	460,376	(2,619)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	36,295	36,092	(203)	
		PERS Retirement	5022	71,390	70,913	(477)	
		Disability Insurance	5032	4,233	4,211	(22)	
023900	Animal Control - General	Salaried Employees	5001	390,957	381,698	(9,259)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	36,379	35,586	(793)	
		PERS Retirement	5022	59,225	57,534	(1,691)	
		Disability Insurance	5032	4,290	4,197	(93)	

Budget Changes - Requested to Recommended - Requested Salary Changes

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
045700	Recycling & Waste Management	Salaried Employees	5001	1,075,467	1,058,994	(16,473)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	84,092	82,823	(1,269)	
		PERS Retirement	5022	133,977	132,899	(1,078)	
		Medical Insurance	5031	256,830	248,225	(8,605)	
		Disability Insurance	5032	9,805	9,657	(148)	
076999	Parks & Recreation	Salaried Employees	5001	541,915	524,042	(17,873)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	47,642	46,256	(1,386)	
		PERS Retirement	5022	66,579	64,144	(2,435)	
		Medical Insurance	5031	129,096	122,126	(6,970)	
		Disability Insurance	5032	5,561	5,400	(161)	
150100	Bishop Airport	Salaried Employees	5001	387,601	387,434	(167)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	35,109	35,097	(12)	
		PERS Retirement	5022	38,656	38,625	(31)	
		Disability Insurance	5032	4,097	4,096	(1)	
152199	Water Systems	Salaried Employees	5001	277,511	273,814	(3,697)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	22,004	21,720	(284)	
		PERS Retirement	5022	33,922	33,520	(402)	
		Disability Insurance	5032	2,568	2,535	(33)	
504605	Transportation & Planning	Salaried Employees	5001	134,610	134,523	(87)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	10,349	10,342	(7)	
		PERS Retirement	5022	21,735	21,719	(16)	
		Disability Insurance	5032	1,203	1,202	(1)	
800001	Big Pine Lighting	Salaried Employees	5001	5,169	5,102	(67)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	407	394	(13)	
		PERS Retirement	5022	946	915	(31)	
		Disability Insurance	5032	48	46	(2)	
800101	Independence Lighting	Salaried Employees	5001	3,136	2,968	(168)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	249	236	(13)	
		PERS Retirement	5022	574	543	(31)	
		Disability Insurance	5032	29	28	(1)	
800201	Lone Pine Lighting	Salaried Employees	5001	3,136	2,968	(168)	Requested Staffing Changes not supported by Budget Team
		Retirement & Social Security	5021	249	236	(13)	
		PERS Retirement	5022	574	543	(31)	
		Disability Insurance	5032	29	28	(1)	

Budget Changes - Requested to Recommended - Salary Savings for Vacant Positions

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
023300	Agricultural Commissioner	Salaried Employees	5001	326,700	309,545	(17,155)	3 Months of Salary Savings for Agricultural Biologist Supervisor
		Retirement & Social Security	5021	24,510	23,185	(1,325)	
		PERS Retirement	5022	47,482	45,782	(1,700)	
		Medical Insurance	5031	72,181	68,542	(3,639)	
		Disability Insurance	5032	2,813	2,660	(153)	
010600	Assessor	Salaried Employees	5001	764,824	722,586	(42,238)	6 Months of Salary Savings for Appraiser I and 2.5 Months of Salary Savings for Auditor Appraiser I
		Retirement & Social Security	5021	59,783	56,524	(3,259)	
		PERS Retirement	5022	92,879	88,690	(4,189)	
		Medical Insurance	5031	137,800	127,185	(10,615)	
		Disability Insurance	5032	6,974	6,595	(379)	
066700	County Library	Part Time Employee	5012	238,109	224,281	(13,828)	3 Months of Salary Savings for BPAR and APAR Librarian positions
		Retirement & Social Security	5021	46,195	45,122	(1,073)	
010800	Personnel	Salaried Employees	5001	422,642	401,830	(20,812)	3 Months of Salary Savings for Personnel Analyst II
		Retirement & Social Security	5021	32,452	30,847	(1,605)	
		PERS Retirement	5022	70,922	68,890	(2,032)	
		Medical Insurance	5031	66,172	59,635	(6,537)	
		Disability Insurance	5032	3,746	3,560	(186)	
045400	Environmental Health	Salaried Employees	5001	663,962	647,090	(16,872)	3 Months of Salary Savings of Environmental Health Technician
		Retirement & Social Security	5021	51,258	49,956	(1,302)	
		PERS Retirement	5022	83,193	81,521	(1,672)	
		Medical Insurance	5031	131,312	126,782	(4,530)	
		Disability Insurance	5032	5,979	5,830	(149)	
683000	ESAAA	Part Time Employee	5012	378,660	354,060	(24,600)	3 Months of Salary Savings for 3 BPAR Program Services Assistants
		Retirement & Social Security	5021	62,478	60,573	(1,905)	
023000	Probation - General	Salaried Employees	5001	943,324	913,272	(30,052)	6 Months of Salary Savings for 1 Probation Officer I
		Retirement & Social Security	5021	73,792	71,441	(2,351)	
		PERS Retirement	5022	151,551	148,571	(2,980)	
		Medical Insurance	5031	185,762	176,387	(9,375)	
		Disability Insurance	5032	8,598	8,323	(275)	
023100	Juvenile Institutions	Salaried Employees	5001	658,596	612,648	(45,948)	6 Months of Salary Savings for 1 Rehabilitation Specialist I, 3 Months for 1 Rehabilitation Specialist I and 2 Months for 1 Rehabilitation Specialist

Budget Changes - Requested to Recommended - Salary Savings for Vacant Positions

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
		Retirement & Social Security	5021	51,962	48,358	(3,604)	
		PERS Retirement	5022	79,326	74,768	(4,558)	
		Medical Insurance	5031	192,629	175,671	(16,958)	
		Disability Insurance	5032	6,063	5,643	(420)	
011000	Maintenance - Building & Grounds	Salaried Employees	5001	724,745	708,708	(16,037)	1 Month Salary Savings for Building & Maintenance Worker 1 and 2 Months of Salary Savings for Custodian II
		Retirement & Social Security	5021	56,068	54,830	(1,238)	*Using CAO Recommended for comparison as that amount shows amounts for positions not approved
		PERS Retirement	5022	88,385	86,789	(1,596)	
		Medical Insurance	5031	217,382	216,130	(1,252)	
		Disability Insurance	5032	6,536	6,392	(144)	
011500	Public Works	Salaried Employees	5001	547,808	513,706	(34,102)	3 Months of Salary Savings for Engineering Technician and 3 Months of Salary Savings for Engineering Assistant II
		Retirement & Social Security	5021	42,236	39,603	(2,633)	*Using CAO Recommended for comparison as that amount shows amounts for positions not approved
		PERS Retirement	5022	55,580	52,197	(3,383)	
		Medical Insurance	5031	122,802	114,704	(8,098)	
		Disability Insurance	5032	4,921	4,614	(307)	
022710	Sheriff - Safety Personnel	Salaried Employees	5001	3,673,906	3,593,853	(80,053)	2 Months of Salary Savings for Lieutenant and 6 Months of Salary Savings for Corporal
		PERS Retirement	5022	902,229	879,058	(23,171)	
		Medical Insurance	5031	690,612	673,464	(17,148)	
		Disability Insurance	5032	38,046	37,200	(846)	
		Sheriff Deputies Disability	5033	11,091	10,859	(232)	
022900	Jail - General	Salaried Employees	5001	1,876,264	1,842,225	(34,039)	6 Months of Salary Savings for Correctional Officer
		Retirement & Social Security	5021	163,781	161,346	(2,435)	*Using CAO Recommended for comparison as that amount shows amounts for positions not approved
		PERS Retirement	5022	219,142	216,063	(3,079)	
		Medical Insurance	5031	372,990	362,177	(10,813)	
		Disability Insurance	5032	19,104	18,820	(284)	
022910	Jail - Safety Personnel	Salaried Employees	5001	792,800	744,476	(48,324)	3 Months of Salary Savings for Sergeant
		Retirement & Social Security	5021	55,934	54,057	(1,877)	
		PERS Retirement	5022	258,381	242,330	(16,051)	
		Medical Insurance	5031	113,261	106,631	(6,630)	

Budget Changes - Requested to Recommended - Salary Savings for Vacant Positions

Budget #	Budget Name	Object Code Name	Object Code #	Department Requested	CAO Recommended	Increase/Decrease	Note
		Disability Insurance	5032	7,845	7,625	(220)	
		Sheriff Deputies Disability	5033	2,107	2,018	(89)	
023900	Animal Control - General	Salaried Employees	5001	381,698	365,555	(16,143)	2 Months of Salary Savings for Animal Control Officer and 2 Months of Salary Savings for Shelter Assistant
		Retirement & Social Security	5021	35,586	34,033	(1,553)	*Using CAO Recommended for comparison as that amount shows amounts for positions not approved
		PERS Retirement	5022	57,534	55,217	(2,317)	
		Medical Insurance	5031	50,540	4,871	(45,669)	
		Disability Insurance	5032	4,197	4,016	(181)	



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4100

Small Business Resource Center (SBRC) Update County Administrator NO ACTION REQUIRED

ITEM SUBMITTED BY

Meaghan McCamman, Assistant County Administrator

ITEM PRESENTED BY

Meaghan McCamman, Assistant County Administrator

RECOMMENDED ACTION:

Receive presentation on the status of the Small Business Resource Center (SBRC).

BACKGROUND / SUMMARY / JUSTIFICATION:

Building permits have been issued and the buildout has begun in earnest on the Small Business Resource Center (SBRC), located at 269 N. Main Street in Bishop. Staff will provide a brief presentation to the Board on progress and plans for the building and SBRC programs.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	
Budgeted?	N/A	Object Code	
Recurrence	N/A		
Current Fiscal Year Impact			
Future Fiscal Year Impacts			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

N/A

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

APPROVALS:

Meaghan McCamman
Darcy Ellis
Nate Greenberg
Meaghan McCamman

Created/Initiated - 8/21/2023
Approved - 8/23/2023
Approved - 9/7/2023
Final Approval - 9/7/2023



INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS
ASST. CLERK OF THE BOARD



AGENDA ITEM REQUEST FORM

September 12, 2023

Reference ID:
2023-4135

Bishop Operating Area Emergency Medical Services Update County Administrator NO ACTION REQUIRED

ITEM SUBMITTED BY

Nate Greenberg, County Administrative Officer

ITEM PRESENTED BY

Nate Greenberg, County Administrative Officer

RECOMMENDED ACTION:

This is an informational item, however, the Board may provide direction to staff as appropriate.

BACKGROUND / SUMMARY / JUSTIFICATION:

On July 24, 2023 Inyo County signed a 30-day agreement for 911 Emergency Medical Services (EMS) with REACH Air Medical Services (Cal-Ore Life Flight dba Sierra Lifeflight). This agreement comes on the heels of a 90-day EMS agreement with Coast 2 Coast Public Safety (C2C), which was the winning responder to a Request for Proposals (RFP) released by the County in March. The RFP itself was developed in response to longtime EMS provider Symons Ambulance ceasing its operations for the Bishop area and relinquishing its hold on an Exclusive Operating Area agreement with the Inland Counties Emergency Medical Agency (ICEMA).

The 90-day agreement with C2C expired July 23, 2023 – a week before the company announced it could not continue providing EMS services to the greater Bishop area without a subsidy. A C2C representative told the Inyo County Board of Supervisors at its July 18, 2023 meeting that the company was not able to bring in the revenue it had initially anticipated, due to the newly non-exclusive nature of the Operating Area around Bishop. Prior to C2C’s announcement, the County was prepared to renew the C2C EMS contract through December, 2024 while the search for and analysis of long-term options were in progress. However, C2C’s announcement came with the news that it could only continue to operate with some form of financial assurance – effectively \$60,000/mo. – which would cover their operating costs and payroll.

The Board of Supervisors discussed the situation at length during its July 18, 2023 – receiving feedback from volunteer ambulance providers, hospital emergency department heads, and others in the process – and made clear its bottom line was maintaining ambulance service for its constituents. Given the time constraints, County staff underwent the informal bidding process outlined in the County’s Purchasing Policy, seeking bids from parties interested in stepping in to provide EMS for a 30-day period while a full RFP could be developed and released. Both of these activities took place on July 20, 2023.

The County received two bids: one from C2C and one from REACH/Sierra Lifeflight. While C2C submitted the preferred proposal, the firm ultimately withdrew its bid upon learning of competition for the contract. The County subsequently entered into a 30-day agreement with the other respondent, REACH,

for a cost of \$25,000. This contract was active through August 22, 2023.

Responses to the RFP for interim EMS service (from August 22, 2023 - December 31, 2024) were received on August 7th. Since then, County and City officials have reviewed proposals and initiated contract negotiations. However, given the nature and complexity of the agreement, the parties need additional time to answer key questions which will allow for the further refinement of terms for service delivery.

On Tuesday, August 15th, 2023, the Inyo County Board of Supervisors authorized a 30-day contract extension with Sierra Lifeflight for an additional 30 days - through September 22, 2023 - for \$15,000. Inyo County is currently working to execute an additional 30-day contract extension with Sierra Lifeflight, effective September 23, 2023 - October 22, 2023.

Staff is actively working to bring an item forward for this Board of Supervisors meeting to more fully discuss the proposals as well as a recommendation which will happen in late September or early October.

FISCAL IMPACT:

Funding Source	N/A	Budget Unit	N/A
Budgeted?	N/A	Object Code	N/A
Recurrence	N/A		
Current Fiscal Year Impact			
N/A			
Future Fiscal Year Impacts			
N/A			
Additional Information			

ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

This is an informational item only.

OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

ATTACHMENTS:

APPROVALS:

Nate Greenberg
Nate Greenberg

Created/Initiated - 9/7/2023
Final Approval - 9/7/2023

