



# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON

INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL

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](mailto: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

February 3, 2026

8:30 A.M.

**1) Public Comment on Closed Session Item(s)**

Comments will be accepted at this time related strictly to items on the Closed Session portion of the agenda. Comments will be limited to three minutes.

### CLOSED SESSION

**2) Conference with Legal Counsel - Anticipated Litigation -** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9. Number of potential cases: 1

**3) Conference with County's Labor Negotiators – Pursuant to Government Code §54957.6 –** Regarding employee organizations: Deputy Sheriff's Association (DSA); 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 – Interim Administrative Officer Denelle Carrington, Assistant Personnel Director Keri Oney, County Counsel John-Carl Vallejo, and Assistant County Counsel Christy Milovich.

**4) Public Employee Performance Evaluation – Pursuant to Government Code §54957 –** Title: Environmental Health Director.

- 5) **Public Employee Performance Evaluation – Pursuant to Government Code §54957 – Title: County Administrator.**
- 6) **Public Employment – Pursuant to Government Code §54957 – Title: County Administrator.**
- 7) **Public Employee Performance Evaluation – Pursuant to Government Code §54957 – Title: Public Works Director.**

**OPEN SESSION** (With the exception of timed items, which cannot be heard prior to their scheduled time, all open-session items may be considered at any time and in any order during the meeting in the Board's discretion.)

**10 A.M.      8)      Pledge of Allegiance**

**9)      Report on Closed Session as Required by Law**

**10)      Public Comment**

Comments will be accepted at this time related to subjects not included on the agenda. Comments will be limited to three minutes. Per the Ralph M. Brown Act, the Board is prohibited from responding to or taking action on items not included on the agenda.

**11)      Board Member Reports**

The Board will provide updates on recent or upcoming meetings, important issues discussed or to be discussed at those meetings, and any projects being explored.

**12)      County Department Reports**

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

**13)      Approval of Minutes from the Special January 16 and Regular January 20 Board of Supervisors Meetings**

Clerk of the Board | Assistant Clerk of the Board

**Recommended Action:**

Approve the minutes from the special January 16 and regular January 20 Board of Supervisors meetings.

**14)      Standing Resolution for Consolidation of Elections**

Clerk-Recorder | Danielle Sexton

**Recommended Action:**

Approve Resolution No. 2026-03 titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California, Approving the Consolidation of Certain City and District Governing Body Elections with the Statewide General Election and Approving the Provision of Related Services by the Inyo County Registrar of Voters/Elections Official," and authorize the Chairperson to sign.



**15) Appointments to Emergency Medical Care Committee (EMCC)**

Health & Human Services - EMCC | Anna Scott

**Recommended Action:**

- A) Reappoint the following individuals to the Emergency Medical Care Committee, to unexpired two-year terms ending December 31, 2027: Pete Schlieker, representing the Big Pine Volunteer Fire Department; and Chief Brett Russell, representing the Bishop Volunteer Fire Department; and
- B) Appoint the following individual to the Emergency Medical Care Committee, to an unexpired member-at-large two-year term ending December 31, 2027: Captain Eric Abrahms, representing CalFire. *(Notice of Vacancy resulted in requests for appointment from Eric Abrahms).*

**16) Progress House Commitment to Serve Community Care Expansion Program (CCE) Target Population**

Health & Human Services | Anna Scott

**Recommended Action:**

Approve Resolution No. 2026-04, titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Formally Committing Progress House to Serve the Community Care Expansion (CCE) Target Population," and authorize the Chairperson to sign.

**17) Privacy and Security Agreement with California Department of Social Services**

Health & Human Services | Lori Bengochia

**Recommended Action:**

Approve Privacy and Security Agreement No. 25-17 between the County of Inyo and the California Department of Social Services with a termination date of September 2028, to ensure the security and privacy of Medi-Cal Personally Identifiable Information contained in multiple databases used to determine client eligibility, and authorize the Health & Human Services Director to sign the agreement.

**18) Fee Waiver for Inyo County Office of Education - Request to Reserve Millpond**

Public Works | Jorge Briceno

**Recommended Action:**

Authorize a fee waiver to Inyo County Office of Education for the reservation of the gazebo area at Millpond Park on May 9, 2026, in an amount not to exceed \$50, for the reservation fee set in the "Facility Use Permit."

## **REGULAR AGENDA**

### **19) Golden Mussel Workshop**

County Counsel/County Administrator | John Vallejo  
20 minutes

#### **Recommended Action:**

- A) Conduct a workshop regarding the request from the Los Angeles Department of Water and Power and California Department of Fish and Wildlife for Inyo County to implement an ordinance to help prevent the introduction of golden mussels to the Eastern Sierra watershed; and
- B) Provide any follow-up direction to staff as necessary.

### **20) Amendment to Axon Contract for Additional Tasers and Body Cameras**

Sheriff | Mike Atkins  
3 minutes

#### **Recommended Action:**

- A) Amend the Fiscal Year 2025-2026 Sheriff General Budget (022700) as follows: increase estimated revenue in C.O.P.S. Revenue Code No. 4488 by \$3,740 and Federal Grants Revenue Code No. 4555 by \$14,560.00; and increase appropriation in Professional Services Object Code 5265 by \$18,300 *(4/5ths vote required)*; and
- B) Approve Amendment No. 01 to the contract between the County of Inyo and Axon Enterprise, Inc. of Scottsdale, AZ, increasing the contract to an amount not to exceed \$805,231.00 and add ten (10) body cameras and tasers to the contract, contingent upon the Board's approval of future budgets, and authorize the Sheriff or designee to sign.

### **21) Residential Infill Project Workshop**

Planning Department | Cathreen Richards  
20 minutes (10min. Presentation / 10min. Discussion)

#### **Recommended Action:**

Receive a presentation on the Residential Infill Project and provide direction to staff.

### **22) CARESTAR Grant for Emergency Medical Services**

Health & Human Services - EMCC | Anna Scott  
10 minutes (5min. Presentation / 5min. Discussion)

#### **Recommended Action:**

Ratify and approve the agreement between the County of Inyo and the CARESTAR Foundation for the provision of activities to build a sustainable Emergency Medical Services infrastructure for rural Inyo County in an amount not to exceed \$300,000 for the period of September 1, 2025 to February 29, 2029, contingent upon the Board's approval of future budgets, and authorize the Health & Human Services Director to sign.

**23) Continuum of Care (CoC) Grant Agreement**

Health & Human Services | Anna Scott  
3 minutes

**Recommended Action:**

Ratify and approve the agreement between the County of Inyo and U.S. Department of Housing and Urban Development of San Francisco, CA for the provision of Continuum of Care planning activities in an amount not to exceed \$50,000 for the period of February 1, 2026 through January 31, 2027, contingent upon the Board's approval of future budgets, and authorize the Health & Human Services Director to sign.

**24) Creation of Addiction Counselor Trainee Classification, Approval of Job Description, and Authorization to Hire at This Level**

Health & Human Services | Anna Scott, Keri Oney  
10 minutes (5min. Presentation / 5min. Discussion)

**Recommended Action:**

- A) Approve the creation of a new classification, Addiction Counselor Trainee at Grade 4;
- B) Approve the job description for Addiction Counselor Trainee;
- C) Authorize the department to hire either the Addiction Counselor Trainee or Addiction Counselor I-III level, depending on qualifications; and
- D) Direct staff to update the publicly available pay schedule accordingly.

**25) Contract with California Department of Public Health for Tobacco Control Program**

Health & Human Services - Health/Prevention | Anna Scott  
3 minutes

**Recommended Action:**

Ratify and approve the agreement between the County of Inyo and the California Department of Public Health of the State of California for the provision of operation of the local Tobacco Control Program in an amount not to exceed \$300,000 for the period of July 1, 2025 through June 30, 2026, and authorize the Health & Human Services Director or appointed designee to sign the Allocation Agreement CTCP-21-14 and quarterly Prospective Payment Invoices.

**26) Personal Services Contract - County Administrative Officer and Approval of Appointed Officials Resolution No. 2026-05**

County Administrator - Personnel | Keri Oney  
5 minutes (2.5min. Presentation / 2.5min. Discussion)

**Recommended Action:**

- A) Appoint Jay David Fraser as the County Administrative Officer;
- B) Approve the contract between the County of Inyo and Jay David Fraser for the provision of personal services as the County Administrative Officer at Range 34, Step C \$19,661.29 per month effective February 3, 2026, and authorize the Chairperson to sign;
- C) Find that the best interest of the County will be served by waiving eligibility requirement set forth in Government Code Section 24001; and
- D) Approve Resolution No. 2026-05 titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California, Rescinding and Replacing Resolution 2024-46 and Setting Salary and/or Terms and Conditions of Employment for Appointed Officials Employed in the Several Offices or Institutions of the County of Inyo," and authorize the Chairperson to sign.

**ADDITIONAL PUBLIC COMMENT**

**27) Public Comment**

Comments will be accepted at this time related to subjects not included on the agenda. Comments will be limited to three minutes. Per the Ralph M. Brown Act, the Board is prohibited from responding to or taking action on items not included on the agenda.

**CORRESPONDENCE - INFORMATIONAL**

- 28) California Fish and Game Commission - Agenda for the February 11-12, 2026 meeting being held in Sacramento and via Zoom.**



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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-65

**Conference with Legal Counsel - Anticipated Litigation  
- Significant exposure to litigation pursuant to  
paragraph (2) of subdivision (d) of Section 54956.9.**

**Number of potential cases: 1**

**County Counsel**

NO ACTION REQUIRED

### ITEM SUBMITTED BY

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### ITEM PRESENTED BY

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### RECOMMENDED ACTION:

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### BACKGROUND / SUMMARY / JUSTIFICATION:

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### FISCAL IMPACT:

### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

### STRATEGIC PLAN ALIGNMENT:

### APPROVALS:

Darcy Israel  
John Vallejo

Created -  
-

### ATTACHMENTS:



Today



January - February 2026



Month ▾

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Jan 19 MARTIN LUTHER KING JR. DAY	20 Board Meeting 9:00am Mono County Board of Supervisors; Mono Lake Room, Mono County Civic Center 1:30pm Child Care Planning Council Meeting; ICOE	21 7:30am LTC Meeting Independence 7:30 -11:00 - CANCELLED- 9:00am RCRC Board Meeting 5:00pm NIH Board of Directors Meeting; Birch Street Annex 5:00pm RCRC Rural Leadership Awar...	22 CSAC Executive Committee Meeting; Sacramento Deadline to Complete Feb. 3 Agenda Items 3:00pm Farm to Table Market; Bishop United Methodist Church	23 10:00am L.A. City Council Meeting; City Hall 10:00am Great Basin Unified Air Pollution Control District Board Meeting; TBD	24	25 9:00am Bishop VFW Breakfast
26 2:00pm Agenda Review 5:00pm Cutoff to Get on Feb. 17 Agenda 5:30pm Inyo Associates Death Valley Dinner (+ Scotty's Castle Tour); Stove... 6:00pm Bishop City Council Meeting;...	27 Publishing Feb. 3 Agenda 10:00am L.A. City Council Meeting; City Hall 11:00am LADWP Board of Commissioners	28 7:00am SIAAC Meeting; Lone Pine Airport Terminal 10:00am L.A. City Council Meeting; City Hall 10:00am Planning Commission Meeti... 6:00pm City of Bishop Parks & Rec M...	29 3:00pm Farm to Table Market; Bishop United Methodist Church 5:00pm First 5 Commission Meeting; COB	30 10:00am L.A. City Council Meeting; City Hall	31 10:00am Seed Swap & Seed Starting Workshop; Owens Valley Paiute-Shoshone Cultural Center 11:00am BLM Ranger Program - Ranger Pop-Up Table	Feb 1
2 2:00pm Agenda Review 5:00pm NIAAC Meeting; Bishop Airport Terminal	3 Board Meeting 9:00am Mono County Board of Supervisors; Mono Courthouse, Brid... 10:00am L.A. City Council Meeting; City Hall 4:00pm SIH Finance Committee Meeti...	4 CSAC Executive Leadership Forum; San Diego 10:00am L.A. City Council Meeting; City Hall	5 Deadline to Complete Items for Feb. 17 Agenda 3:00pm Farm to Table Market; Bishop United Methodist Church	6 10:00am L.A. City Council Meeting; City Hall	7 8:00am Sage to Summit Winter Race Series 9:00am Trout Rodeo + Dinner; Tri-County Fairgrounds	8
9 Cutoff to get on March 3 agenda 2:00pm Agenda Review 6:00pm Bishop City Council Meeting; City Hall	10 Publishing Feb. 17 Agenda 10:00am L.A. City Council Meeting; Ci... 10:00am LADWP Board of Commissio... 4:30pm SIH Board of Directors Meeti... +2	11 CSAC Challenge Award Dinner; Sacra... 10:00am Indian Wells Valley Ground... 10:00am L.A. City Council Meeting; Ci... 10:00am RCRC Executive Committee ... +2	12 CSAC Board of Directors Meeting; Sacramento 3:00pm Farm to Table Market; Bishop United Methodist Church	13 10:00am L.A. City Council Meeting; City Hall	14	15
16 PRESIDENTS' DAY	17 Board Meeting - Mid-Year Budget 9:00am Mono County Board of Supervisors; Mono Lake Room, Mono County Civic Center 10:00am L.A. City Council Meeting; City Hall	18 7:30am LTC Meeting; Independence 8:30am ESCOG; Mammoth Council C... 9:00am Juvenile Justice Coordination... 10:00am L.A. City Council Meeting; Ci... +2	19 Deadline to Complete Items for March 3 Agenda 2:30pm Fish & Wildlife Commission Meeting 3:00pm Farm to Table Market; Bishop... 6:00pm SIFPD Board Meeting; Comm...	20 Board at NACo Leg Conference; D.C. 10:00am L.A. City Council Meeting; City Hall	21	22 To Feb 25 →



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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-56

### Approval of Minutes from the Special January 16 and Regular January 20 Board of Supervisors Meetings

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 special January 16 and regular January 20 Board of Supervisors meetings.

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

#### FISCAL IMPACT:

There is no financial impact associated with this agenda item.

#### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board may request changes or edits, or decline to approve but the latter option is not recommended.

#### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

#### STRATEGIC PLAN ALIGNMENT:

Not Applicable

#### APPROVALS:

Hayley Carter  
Darcy Israel

Created/Initiated - 01/22/2026  
Final Approval - 01/22/2026



**ATTACHMENTS:**

1. Draft January 16, 2025 Minutes
2. Draft January 20, 2025 Minutes

# MINUTES



## County of Inyo Board of Supervisors

**January 16, 2026**

The Board of Supervisors of the County of Inyo, State of California, met in special session at the hour of 12:10 p.m., on January 16, 2026, in the Board of Supervisors Room, County Administrative Center, Independence, with the following Supervisors present: Chairperson Scott Marcellin, presiding, Will Wadelton, Jeff Griffiths, Jennifer Roeser and Trina Orrill. Also present: Interim County Administrative Officer Denelle Carrington, County Counsel John-Carl Vallejo, and Assistant Clerk of the Board Darcy Israel.

- Public Comment* The Chairperson asked for public comment related to closed session items and
- Closed Session* Chairperson Marcellin recessed open session at 12:10 p.m. to convene in closed session with all Board members present to discuss the following item(s): No. 2 **Public Employment – Pursuant to Government Code §54957** – Title: County Administrator and No. 3 **Conference with County's Labor Negotiators – Pursuant to Government Code §54957.6** – Regarding employee organizations: Deputy Sheriff's Association (DSA); 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 – Interim Administrative Officer Denelle Carrington, Assistant Personnel Director Keri Oney, County Counsel John-Carl Vallejo, and Assistant County Counsel Christy Milovich.
- Open Session* Chairperson Marcellin recessed closed session and reconvened the meeting in open session at 4:30 p.m. with all Board members present.
- Report on Closed Session* County Counsel Vallejo reported that the Board met under Item Nos. 2 through 3 and said that no action was taken during closed session that is required to be reported.
- Adjournment* The Chairperson adjourned the meeting at 4:30 p.m. to 8:30 a.m. Tuesday, January 20, 2026, in the County Administrative Center in Independence.

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Chairperson, Inyo County Board of Supervisors

Attest: *DENELLE CARRINGTON*  
*Interim Clerk of the Board*

by: \_\_\_\_\_  
*Darcy Israel, Assistant*

# MINUTES



## County of Inyo Board of Supervisors

### January 20, 2026

The Board of Supervisors of the County of Inyo, State of California, met in regular session at the hour of 8:31 a.m., on January 20, 2026, in the Board of Supervisors Room, County Administrative Center, Independence, with the following Supervisors present: Chairperson Scott Marcellin, presiding, Will Wadelton, Jeff Griffiths, Jennifer Roeser and Trina Orrill. Also present: Interim County Administrative Officer Denelle Carrington, County Counsel John-Carl Vallejo, and Assistant Clerk of the Board Darcy Israel.

- Public Comment I* The Chairperson asked for public comment related to closed session items and there was no one wishing to speak.
- Closed Session* Chairperson Marcellin recessed open session at 8:31 a.m. to convene in closed session with all Board members present to discuss the following item(s): No. 2 **Public Employee Performance Evaluation – Pursuant to Government Code §54957** – Title: Environmental Health Director; No. 3 **Public Employee Performance Evaluation – Pursuant to Government Code §54957** – Title: Public Works Director; No. 4 **Public Employee Performance Evaluation – Pursuant to Government Code §54957** – Title: County Administrator; No. 5 **Public Employment – Pursuant to Government Code §54957** – Title: County Administrator; and No. 6 **Conference with County's Labor Negotiators – Pursuant to Government Code §54957.6** – Regarding employee organizations: Deputy Sheriff's Association (DSA); 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 – Interim Administrative Officer Denelle Carrington, Assistant Personnel Director Keri Oney, County Counsel John-Carl Vallejo, and Assistant County Counsel Christy Milovich.
- Open Session* Chairperson Marcellin recessed closed session and reconvened the meeting in open session at 10:04 a.m. with all Board members present.
- Pledge of Allegiance* Retired Supervisor Matt Kingsley led the Pledge of Allegiance.
- Report on Closed Session* County Counsel Vallejo reported that the Board convened under Item Nos. 2, 4, 5, and 6, and stated that no reportable action was taken, but the Board would reconvene in Closed Session later in the meeting.
- Public Comment II* The Chairperson asked for public comment related to items not calendared on the agenda and public comment was received from Lauralyn Hundley and Matt Kingsley.
- Board Member Reports* Supervisor Orrill said that she attended the Laws Board meeting, a workforce training on the new Copilot application, and an Environment, Energy, and Land use committee meeting.
- Supervisor Wadelton said that he attended the annual Olancho-Cartago Fire Department Banquet, a Bishop Veterinary Hospital vaccine clinic, and meetings of the Behavioral Health Advisory Board, the Lone Pine Paiute-Shoshone Environmental Protection Agency joint meeting with the Inyo County Water Department, and the annual Search and Rescue (SARS) fundraiser dinner. Wadelton said he has an upcoming Great Basin Unified Air Pollution Control District (GBUAPCD) meeting.
- Supervisor Marcellin said that he attended the SARS dinner and a project presentation event from the California State Association of Counties (CSAC) leadership group and has upcoming meetings for GBUAPCD and First 5.

Supervisor Griffiths said he attended a Drug Court graduation, the Copilot staff training, a public safety committee meeting for the National Association of Counties (NACo), and a Bishop City Council meeting.

***County Department  
Reports***

Clerk-Recorder Danielle Sexton announced that her office will offer special limited public hours on Valentine's Day from 10 a.m.- 1 p.m. for marriage services and shared information on how to schedule an appointment.

Public Works Deputy Director of Roads Shannon Platt informed the Board that the sewer ponds at Bishop Landfill are full.

Health & Human Services Director Anna Scott said that this Thursday, staff will conduct the annual Point in Time Count to measure homelessness, provided information on how to volunteer, and noted that spaghetti dinners will be served at both the Bishop and Lone Pine Community Wellness Centers. Additionally, Scott highlighted preliminary State budget items expected to change or affect HHS provided services and potential impacts to the cash assistance program CalWorks due to federal fraud allegations against the State, but said negative impacts to the CalFresh nutrition assistance program are not expected.

Supervisor Griffiths noted that the preliminary budget excludes implementation funding for Prop 36 (Drug and Theft Crime Penalties and Treatment-Mandated Felonies Initiative) as well as similar reductions to the Health Career Access Program (HCAP).

***Auditor-Controller –  
Price Paige and  
Company Audit Service  
Contract***

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to:

- A) Declare Price Paige and Company Certified Public Accountants LLP of Clovis, CA, a sole-source provider of Auditing services; and
- B) Approve the contract between the County of Inyo and Price Paige and Company Public Accountants LLP of Clovis, Ca for the provision of Auditing services in an amount not to exceed \$480,767.00 for the period of the term of the contract, February 1, 2026 through December 31, 2028, with a two one year options to extend through December 31, 2030, contingent upon the Board's approval of future budgets; and authorize the Chairperson to sign.

Motion carried unanimously.

***Clerk of the Board –  
Approval of Minutes***

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to approve the minutes from the regular January 6 Board of Supervisors meetings. Motion carried unanimously.

***Clerk of the Board –  
Fish & Wildlife  
Commission  
Reappointments***

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to:

- A) Reappoint Ms. Gaye Mueller, Mr. Warren Allsup, and Mr. Jared Smith to unexpired regular-member four-year terms on the Inyo County Fish and Wildlife Commission, ending October 6, 2029; and
- B) Reappoint Mr. Nick Lara to an unexpired alternate-member four-year term ending October 6, 2027.

Motion carried unanimously.

***HHS-Fiscal –  
Eastern Sierra  
Continuum of Care  
MOU***

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to approve the Memorandum of Understanding (MOU) between the County of Inyo, County of Mono, and the Eastern Sierra Continuum of Care to reaffirm the responsibilities of each party as they relate to the Regionally Coordinated Homeless Action Plan incorporated into applications for Homeless Housing, Assistance and Prevention (HHAP) funding for the period of March 26, 2024 to April 1, 2030, and authorize the Chairperson to sign. Motion carried unanimously.

***HHS –  
BHSOAC Agreement  
Amendment No. 2***

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to approve Amendment No. 2 of the standard agreement between the County of Inyo and Behavioral Health Services Oversight and Accountability Commission, recognizing that the Mental Health Services Oversight and Accountability Commission (MHSOAC) has been renamed the Behavioral Health Services Oversight and Accountability Commission (BHSOAC) and the Mental Health Student Services Act (MHSSA) has been renamed the Behavioral Health Student Services Act (BHSSA), and extending the term end date from June 30, 2026 to December 31, 2027, contingent upon the Board's approval of future budgets, and authorize the HHS Director to sign. Motion carried unanimously.

*Public Works-Parks &  
Rec. –  
Portuguese Joe  
Campground  
Reservation*

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to approve request from Allan Johnson to reserve all campsites at Portuguese Joe Campground from Thursday, October 8 through Sunday, October 11, 2026. Motion carried unanimously.

*Water Department –  
Water Commission  
Reappointment*

Moved by Supervisor Marcellin and seconded by Supervisor Roeser to reappoint Mr. Randy Keller to a four-year term ending December 31, 2029. Motion carried unanimously.

*Board of Supervisors –  
DVNP Land Acquisition  
Letter of Support  
Request*

Death Valley National Park Acting Deputy Superintendent Abby Wines reported that the park has the opportunity to accept a 3,209-acre land donation from U.S. Borax, a subsidiary of Rio Tinto, and requested the Board's approval of a letter of support. She noted that while the Governor has already provided such a letter, a Department of the Interior Secretarial Order also requires written support from the local county government.

Rio Tinto Land Manager Nathan Francis explained that the company has long permitted public access to its private property, creating liability concerns, and that transferring the land to the National Park Service would allow for more effective resource protection and improved visitor recreation. He noted that the Park Service would assume full ownership and management of the land, except for the retained mineral rights. Board members requested clarification on the purpose of retaining mineral rights, which Francis explained Rio Tinto doesn't intend to use.

Deputy Superintendent Wines and National Parks Realty Officer Truda Stella highlighted time sensitivity of the proposal, noting that Rio Tinto is in the process of merging with another company and said delays could alter future contract terms related to recreational use or even jeopardize access to the private land entirely.

Chairperson Orrill asked if there was anyone from the public wishing to provide comment and remarks in opposition were received from Matt Kingsley, Mark Lacey, Dr. Kevin Flanigan, and George Lozito. Assistant Clerk of the Board Israel added for the record, that written opposition was received from Matt Kingsley and Barry Simpson. All expressed concern for the removal of land from private hands and subsequent loss of property tax revenue.

After extensive discussion, the Board concluded that additional information was necessary to fully evaluate the proposed land donation and possible alternatives that wouldn't eliminate property tax proceeds for special districts and therefore chose not to move forward with a vote at this time.

*HHS-EMCC –  
EMS RFP Update and  
Reissuance*

Board members received updates from HHS Director Scott and discussed the status of the Request for Proposals (RFP) to establish an Exclusive Emergency Medical Services Operating Area 1 contract for the provision of EMS services in the Bishop area.

Moved by Supervisor Roeser and seconded by Supervisor Griffiths to reissue the RFP for an Exclusive Operating Area 1 contract, in order to better advertise the RFP and encourage more market participants to submit competitive bids. Motion carried unanimously.

*Attendance Change*

Supervisor Griffiths excused himself from the meeting at 11:35 a.m. because he was feeling unwell.

*CAO-Advertising  
County Resources –  
Film Commissioner  
Quarterly Report*

Board members received an update from Film Commissioner Jesse Steele on current and upcoming filming projects, and developments on the new permitting program.

*Water Department –  
Inyo County Drought  
Resilience Plan  
Workshop*

Water Department Director Dr. Holly Alpert and Registered Environmental Health Specialist Sarah Petersen provided a presentation on the draft Inyo County Drought Resilience Plan. Dr. Alpert said that the public review period for the plan is open through January 31 and noted that findings will be incorporated into the final plan document for Board review in

March.

**CAO –  
Legislative Platform  
Amendment and FEMA  
Reimbursement Rates  
Opposition Letter**

Moved by Supervisor Roeser and seconded by Supervisor Marcellin to approve a letter opposing any decreases in FEMA's Schedule of Equipment Rates, an amendment to the Legislative Platform, and a one-sheet on the issue. Motion carried 4-0 with Supervisor Griffiths absent.

**CAO-Emergency  
Services –  
CALFIRE Grant  
Agreement Approval**

Moved by Supervisor Roeser and seconded by Supervisor Wadelton to approve two grant agreements between the County of Inyo and the California Department of Forestry and Fire Protection (CAL FIRE), effective through February 15, 2029, and authorize the County Administrator to execute the agreements and any related documents: (1) fuel reduction projects in County parks and campgrounds, in an amount not to exceed \$202,976; and (2) green waste landfill voucher programs, in an amount not to exceed \$119,005.60. Motion carried 4-0 with Supervisor Griffiths absent.

**Public Works-Roads –  
Purchasing Policy  
Bidding Requirement  
Waiver Request**

Moved by Supervisor Marcellin and seconded by Supervisor Wadelton to:

- A) Waive the Purchasing Policy requirement to obtain three bids and choose a vendor before seeking Board approval for the purchase of a used Pneumatic Tire Asphalt Roller; and
- B) Authorize the purchase of a used Asphalt Roller from Coastline Equipment Company of Las Vegas, NV for an amount not to exceed \$145,462.50.

Motion carried 4-0 with Supervisor Griffiths absent.

**Sheriff –  
Hire and Retroactive  
Pay Request**

Moved by Supervisor Marcellin and seconded by Supervisor Wadelton to authorize the hiring of one (1) Lateral Sheriff's Deputy, Grade D-SD (\$7,028.53 - \$9,129.55), at Step F (\$9,129.55), retroactive to the date of hire, January 15, 2026. Motion carried 4-0 with Supervisor Griffiths absent.

**HHS –  
Tobacco Evaluator  
Contract**

Moved by Supervisor Roeser and seconded by Supervisor Marcellin to ratify and approve the contract between the County of Inyo and TDS Research Group/Travis Satterlund, and declare TDS Research a sole source provider, for the provision of external evaluation of the Inyo County Tobacco Education program in an amount not to exceed \$19,200.00 for the period of July 1, 2025 through June 30, 2026, and authorize the HHS Director to sign. Motion carried 4-0 with Supervisor Griffiths absent.

**Public Comment**

The Chairperson asked for public comment related to items not calendared on the agenda and public comment was received from Linda Chaplin.

**Recess/Reconvene**

Chairperson Orrill recessed the regular meeting of the Board of Supervisors to return to Closed Session at 12:36 p.m. with all Board members present except for Supervisor Griffiths. Chairperson Orrill reconvened the meeting at 1:38 p.m. with all Board members present except Supervisor Griffiths.

**Report on Closed  
Session**

County Counsel Vallejo reported that the Board unanimously voted to direct staff to draft a contract with Mr. Jay David Fraser to provide services as the County Administrative Officer. He said the contract, which will outline the terms of Fraser's employment, will be presented at the next meeting for approval.

**Adjournment**

The Chairperson adjourned the meeting at 1:38 p.m. to 8:30 a.m. Tuesday, February 3, 2026, in the County Administrative Center in Independence.

Attest: *DENELLE CARRINGTON*  
*Interim Clerk of the Board*

by: \_\_\_\_\_  
*Darcy Israel, Assistant*

DRAFT



# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-8

### Standing Resolution for Consolidation of Elections

Clerk-Recorder

ACTION REQUIRED

#### ITEM SUBMITTED BY

Danielle Sexton, Clerk/Recorder

#### ITEM PRESENTED BY

Danielle Sexton, Clerk/Recorder

#### RECOMMENDED ACTION:

Approve Resolution No. 2026-03 titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California, Approving the Consolidation of Certain City and District Governing Body Elections with the Statewide General Election and Approving the Provision of Related Services by the Inyo County Registrar of Voters/Elections Official," and authorize the Chairperson to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

It is my request and intention to create Resolution No. 2026-03 titled, "*A Resolution of the Board of Supervisors of the County of Inyo, State of California, Approving the Consolidation of Certain City and District Governing Body Elections with the Statewide General Election and Approving the Provision of Related Services by the Inyo County Registrar of Voters/Elections Official,*" (proposed Resolution) as a standing resolution for approval and consolidation of elections for the governing board members of local city, healthcare, community college, and school districts with the statewide general elections, upon the local governing body calling for an election and submitting a request for consolidation by resolution per EC § 10403 to the Inyo Elections Office, beginning with the November 2026 General Election and occurring each even-numbered year thereafter. As discussed with more detail below, the proposed resolution only removes one currently required procedural step of bringing a City and local district election-specific resolutions to the Board of Supervisors for approval to hold their respective election(s) and consolidate them with the statewide general election.

#### Background:

Per Elections Code § 10002, the governing body of any city or district may, by resolution, request the board of supervisors of the county permit the county elections official to render specified services to the city or district relating to the conduct of an election. Subject to approval of the board of supervisors, these services shall be performed by the county elections official, and the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district.

When an election is called by a district, city, or other political subdivision by a resolution of its governing board and is requested to be consolidated with a statewide election per EC § 10403, the district, city, or other political subdivision shall, at least 88 days prior to the date of the election, file its approved resolution with the board of supervisors and the county elections official.

For this process in Inyo County, when the city or a district submits an Order of Election & Consolidation



Resolution to the County, the Inyo Elections Office submits it to the Board of Supervisors as a Correspondence-Action agenda item for approval at the next available meeting.

While the statutorily set deadline is 88 days before the election (E-88), it can take approximately 20 to 30 days to get this item in front of the Board of Supervisors upon receipt from the district. In order to manage the timeliness of this process, the Elections Office requires districts to submit their resolutions much earlier than legally obligated.

During this same time period many other election due dates are occurring, such as Candidacy Declaration from E-113 to E-88, Public Exam Period of Ballot Measures from E-87 to E-77, Public Exam Period of Impartial Analysis & Arguments from E-81 to E-71, the development of consolidated voting precincts, creating ballots design and layout, creating the tabulation programming, creating election materials, and many other detailed steps along the way.

Unified District Election Law (UDEL) regulates elections for all Community Service Districts, Fire Districts, and Sanitary Districts. In 2016, with the passing of SB 415 (2015-2016), special UDEL districts were granted to, upon standing resolutions, change their election to even-numbered years and be consolidated with the November General Statewide Election. Between 2017 and 2018, each Inyo County UDEL district board established an approved resolution for this purpose. As such, each UDEL district board provides the Elections Office with a Notice of Election that provides specifications for their election. With this, there is no additional resolution for each district & for each election is to be submitted to the Board of Supervisors.

Separate from the standing resolutions set forth for special districts, the City of Bishop and all other local districts, such as schools, the Board of Education, and hospitals, must create a resolution to order the election and request consolidation with the November General Statewide Election. The resolution shall be approved by their governing board, and provide specifications for their election, request consolidation with the November General Statewide Election, and agreement for reimbursement to Inyo County. The process up to this point will remain unchanged with the request of the proposed resolution being requested herein. The proposed resolution only removes the final step of bringing the City and local district election-specific resolutions to the Board of Supervisors for approval to hold their respective election(s) and consolidate them with the statewide general election. Once all consolidations of elections to be held with the General Election have been finalized, our office will continue to publish the Notice of Election pursuant to Elections Code section 12112 which provides the public with the name of the offices for which candidates may file, and the dates and locations where to file.

Prior to each statewide general election, the Board of Supervisors is provided a Resolution for an Order of Election and request for consolidation from each district, city, or political subdivision required to obtain final Board approval for Inyo Elections to conduct their election along with the statewide election. To my knowledge, no local district, city, or political subdivision has been denied election services or consolidation in any prior board action requested.

**FISCAL IMPACT:**

<b>Funding Source</b>	General Fund	<b>Budget Unit</b>	011000
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5316
<b>Recurrence</b>	Ongoing, Every even-numbered year	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
None.
<b>Future Fiscal Year Impacts</b>
N/A — actual expenses incurred by the County will be reimbursed by the districts.

## **Additional Information**

N/A

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

The Board could choose not to approve the proposed resolution and will continue to maintain our current practice of requesting approval for each agency prior to each election. Due to a very narrow timeframe from the deadline agencies must submit their resolutions to the time board approval is required by the Elections Office, not approving this proposed resolution has a high risk of requiring special Board meetings to obtain time-sensitive board approval.

## **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

County Counsel, The City of Bishop, healthcare districts, school districts, and the Inyo County Board of Education.

## **STRATEGIC PLAN ALIGNMENT:**

**High Quality Services** | High-Quality County Government Services

## **APPROVALS:**

Danielle Sexton	Created/Initiated - 01/06/2026
Darcy Israel	Approved - 01/07/2026
Danielle Sexton	Approved - 01/07/2026
Amy Shepherd	Approved - 01/09/2026
Keri Oney	Approved - 01/12/2026
John Vallejo	Approved - 01/21/2026
Denelle Carrington	Final Approval - 01/21/2026

## **ATTACHMENTS:**

1. Consolidated Elections Resolution



**RESOLUTION NO. 2026-XX**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO, STATE OF CALIFORNIA, APPROVING THE CONSOLIDATION OF CERTAIN CITY AND DISTRICT GOVERNING BODY ELECTIONS WITH THE STATEWIDE GENERAL ELECTION AND APPROVING THE PROVISION OF RELATED SERVICES BY THE INYO COUNTY REGISTRAR OF VOTERS/ELECTIONS OFFICIAL**

**WHEREAS**, this Board of Supervisors desires to provide efficient and effective election administration in Inyo County; and

**WHEREAS** the Board of Supervisors may authorize the elections official to receive resolutions and consolidate elections pursuant Elections Code section 10403(d)(2).

**NOW THEREFORE, BE IT RESOLVED** by the County of Inyo Board of Supervisors as follows:

1. Pursuant to Sections 10400-10404.5 of the Elections Code, all future requests from the governing body of a city, healthcare district, school district or community college district located wholly or partially within the jurisdiction of Inyo County, or from the Inyo County Board of Education, for consolidation of an election for members of that agency's governing body with the statewide general election, which request is made in conformance with Elections Code Section 10403, is hereby approved and ordered.
2. The Inyo County Registrar of Voters/Elections Official is hereby permitted, as provided in Elections Code section 10002, to provide any and all services related to carrying out an election consolidated pursuant to this Resolution.
3. A reasonable share of the expenses necessitated by reason of the consolidation and provision of services by the Registrar of Voters/Elections Official shall be charged to and paid by the city, healthcare district, school district or county board of education for which an election is consolidated pursuant to this Resolution. The Registrar of Voters/Elections Official shall determine the amount to be billed and shall bill the agency accordingly.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Trina Orrill, Chairperson  
Inyo County Board of Supervisors

ATTEST: Denelle Carrington  
Interim Clerk of the Board of Supervisors

BY: \_\_\_\_\_  
Darcy Israel  
Assistant Clerk of the Board



# INYO COUNTY BOARD OF SUPERVISORS

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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2025-886

### Appointments to Emergency Medical Care Committee (EMCC)

#### Health & Human Services - EMCC

ACTION REQUIRED

#### ITEM SUBMITTED BY

Anna Scott, Health & Human Services Director

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director

#### RECOMMENDED ACTION:

A) Reappoint the following individuals to the Emergency Medical Care Committee, to unexpired two-year terms ending December 31, 2027: Pete Schlieker, representing the Big Pine Volunteer Fire Department; and Chief Brett Russell, representing the Bishop Volunteer Fire Department; and  
B) Appoint the following individual to the Emergency Medical Care Committee, to an unexpired member-at-large two-year term ending December 31, 2027: Captain Eric Abrahms, representing CalFire. (*Notice of Vacancy resulted in requests for appointment from Eric Abrahms*).

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Emergency Medical Care Committee (EMCC) was established to review and report on ambulance service operations, the available emergency medical care, and the first-aid practices in Inyo County. The EMCC consists of thirteen voting members: ten are designated by the member agencies and three are at-large members. According to the EMCC by-laws, representatives from the member agencies are required to submit notification of their desire to represent the agency and your Board makes the final appointment.

Four seats on the Emergency Medical Care Committee expired on December 30, 2025, including the seats designated for Big Pine Volunteer Fire Department and Bishop Volunteer Fire Department. After conferring with the Fire Chiefs from each department, staff confirmed that the appointees from each department, Pete Schlieker and Chief Brett Russell, who had most recently served on the EMCC, should continue in those positions.

Two member-at-large seats also expired on December 31, 2025. A Notice of Vacancy was published in December 2025 and resulted in zero letters of interest. The Notice of Vacancy was published again in January, and a letter of interest to fill one member at large seat was received from Captain Eric Abrahms of CalFire. Staff will continue the recruitment to fill the final member at large seat.

#### FISCAL IMPACT:

Funding Source	There is no funding associated with this item.	Budget Unit	
----------------	--	-------------	--

<b>Budgeted?</b>		<b>Object Code</b>	
<b>Recurrence</b>		<b>Sole Source?</b>	

If Sole Source, provide justification below

<b>Current Fiscal Year Impact</b>
<b>Future Fiscal Year Impacts</b>
<b>Additional Information</b>

#### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Should the appointments not be approved, the EMCC would have up to two vacant agency-represented positions and two vacant member-at-large positions. This is not recommended, as failing to appoint representatives from partner EMS agencies could significantly reduce regional input into emergency medical issues.

#### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

#### STRATEGIC PLAN ALIGNMENT:

**Thriving Communities** | Enhanced Health, Social, & Senior Services  
**High Quality Services** | Public Safety and Emergency Response

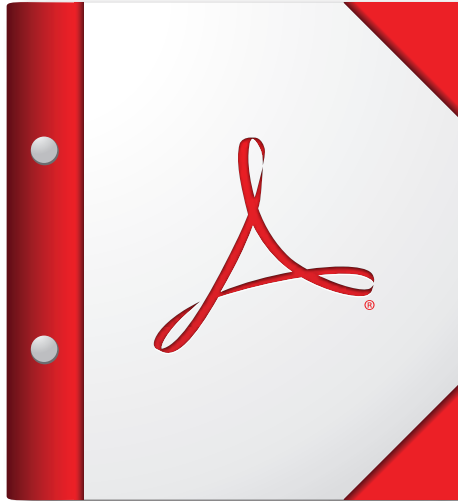
#### APPROVALS:

Anna Scott	Created/Initiated - 12/19/2025
Darcy Israel	Approved - 12/19/2025
Anna Scott	Approved - 01/22/2026
John Vallejo	Approved - 01/26/2026
Denelle Carrington	Final Approval - 01/27/2026

#### ATTACHMENTS:

1. Bishop Volunteer Fire Department Designee
2. Inyo EMCC Member at Large Application - E. Abrams





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## BOARD OF SUPERVISORS COUNTY OF INYO

P. O. BOX N • INDEPENDENCE, CALIFORNIA 93526

TELEPHONE (760) 878-0373

e-mail: [disrael@inyocounty.us](mailto:disrael@inyocounty.us)

MEMBERS OF THE BOARD  
TRINA ORRILL  
JEFF GRIFFITHS  
SCOTT MARCELLIN  
JENNIFER ROESER  
WILL WADELTON

DENELLE CARRINGTON  
*Acting Clerk of the Board*

DARCY ISRAEL  
*Assistant Clerk of the Board*

### NOTICE OF VACANCY EMERGENCY MEDICAL CARE COMMITTEE

**NOTICE IS HEREBY GIVEN** that the Inyo County Board of Supervisors is now accepting letters of interest to fill two (2) unexpired two-year terms for Members at Large on the Emergency Medical Care Committee, ending December 31, 2027.

The Emergency Medical Care Committee reviews and reports to the Inyo County Board of Supervisors and Inland Counties Emergency Medical Agency (ICEMA) on ambulance service operations, the emergency medical care offered, and first aid practices in the county.

Individuals interested in applying must submit a letter of interest to the Assistant Clerk of the Board, Darcy Israel, at: [disrael@inyocounty.us](mailto:disrael@inyocounty.us) or P.O. Drawer N, Independence, CA 93526. Letters must be received no later than Monday, January 19 at 5 p.m. Postmarks are not accepted.

Attention Legal Notices:

PLEASE PUBLISH IN THE Thursday, January 8 issue of the Inyo Register.

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION****San Bernardino-Inyo-Mono Unit**

3800 N. Sierra Way  
San Bernardino, CA 92405  
Phone: (909) 881-6900  
Fax: (909) 881-6969  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



January 12, 2026

Inyo County Board of Supervisors

I would like to be considered for one of the open Member at Large positions for the Inyo Emergency Medical Care Committee (EMCC). I have attended Inyo EMCC meetings frequently over the last (8) years as the Owens Valley Division EMS Coordinator for CAL FIRE. I would like to improve my contribution to the Inyo EMCC as a Member at Large.

I routinely communicate with members/agencies of the local EMS and Fire Departments and have a well-founded working relationship with all of them (limited exposure to Southern Inyo Departments). I believe these professional relationships, combined with being an Inyo County resident for almost 20 years, would allow me to further support and serve the Community, County, and visitors of Inyo County.

I have also attached a letter of support from the CAL FIRE Inyo/Mono/San Bernardino EMS Bureau Chief/EMS Coordinator.

Respectfully,

Eric Abrams  
Owens Valley Division EMS Coordinator  
Fire Captain - BDU - Bishop FFS  
2784 S. Round Valley Road  
Bishop CA. 93514  
(760) 920-8430 Cell  
(760) 387-2179 Office

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246  
SACRAMENTO, CA 94244-2460  
(916) 653-7772  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



CAL FIRE – San Bernardino Unit  
Office of the EMS Coordinator  
3800 N. Sierra Way  
San Bernardino, CA 92405  
(909) 677-9578  
January 12, 2026

**Subject: Support for Fire Captain Eric Abrams – EMCC Member-at-Large Position**

Inyo County Board of Supervisors

I am writing on behalf of the CAL FIRE San Bernardino Unit to express my strong support for Eric Abrams as a candidate to the Inyo County Emergency Medical Care Committee Member-at-Large position. As the EMS Coordinator for the San Bernardino Unit, I have had the privilege of working with Eric and witnessing the professionalism, dedication, and integrity he brings to the emergency medical services community.

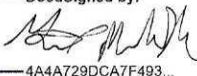
Eric is a long-time resident of Inyo County and has demonstrated a deep commitment to the health and safety of its residents. For the past eight years, he has served as the CAL FIRE Owens Valley Division EMS Coordinator, where he has excelled in strengthening EMS capabilities across both Inyo and Mono counties. His leadership has been instrumental in advancing training programs, fostering interagency collaboration, and improving the overall quality of patient care.

Throughout his tenure, Eric has consistently led by example. His work ethic, sound judgment, and ability to bring people together have earned him the respect of colleagues across multiple agencies. He is a person of the highest integrity and a true asset to the EMS profession.

Eric's experience, character, and dedication make him exceptionally well-qualified for the EMCC Member-at-Large position. His presence on the committee would greatly benefit the residents of Inyo County and the emergency medical system as a whole.

I fully endorse Fire Captain Eric Abrams for this role and strongly encourage his selection.

Respectfully,

DocuSigned by:  
  
4A4A729DCA7F493...

Grant Malinowski  
EMS Bureau Chief/EMS Coordinator  
CAL FIRE – San Bernardino Unit





# INYO COUNTY BOARD OF SUPERVISORS

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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2025-809

### Progress House Commitment to Serve Community Care Expansion Program (CCE) Target Population Health & Human Services ACTION REQUIRED

#### ITEM SUBMITTED BY

Anna Scott, Health & Human Services Director

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director

#### RECOMMENDED ACTION:

Approve Resolution No. 2026-04, titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Formally Committing Progress House to Serve the Community Care Expansion (CCE) Target Population," and authorize the Chairperson to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

Inyo County Health and Human Services has been awarded CCE funding to support Progress House, a licensed adult residential care facility. The funding will help preserve the facility and make infrastructure improvements to enhance the quality of care. As a condition of the grant, the County must commit that Progress House will serve CCE populations—adults and seniors at risk of homelessness with behavioral health needs—for a minimum of five years. Adoption of this resolution fulfills that requirement and ensures compliance with all facility and CCE program obligations.

CCE funds will be used this fiscal year to renovate the kitchen area of Progress House.

#### FISCAL IMPACT:

<b>Funding Source</b>	Grant Funded: Community Care Expansion Grant (CCE)	<b>Budget Unit</b>	045200
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5265
<b>Recurrence</b>	One-Time Expenditure	<b>Sole Source?</b>	N/A

If Sole Source, provide justification below

#### Current Fiscal Year Impact

We have received the grant allocation of \$203,113 and the agreement has been approved by this Board. The renovation has been budgeted in Community Mental Health (045200). The Request for Proposals has been released and we are awaiting for bids to come in.

#### Future Fiscal Year Impacts

N/A

## Additional Information

### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

If the Board does not adopt this resolution, Inyo County would be unable to formally satisfy the California Community Care Expansion (CCE) grant requirement for a commitment to serve the defined CCE population. This could result in the loss of grant funding, delaying or preventing critical infrastructure improvements at Progress House and limiting the facility's ability to provide enhanced care to adults and seniors at risk of homelessness with physical, cognitive, or behavioral health needs.

### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

### STRATEGIC PLAN ALIGNMENT:

**Thriving Communities** | Enhanced Health, Social, & Senior Services

### APPROVALS:

Timothy Whitney	Created/Initiated - 12/01/2025
Melissa Best-Baker	Approved - 12/01/2025
Anna Scott	Approved - 12/16/2025
Timothy Whitney	Approved - 12/17/2025
Darcy Israel	Approved - 12/17/2025
Amy Shepherd	Approved - 01/13/2026
John Vallejo	Approved - 01/13/2026
Denelle Carrington	Final Approval - 01/13/2026

12/29/2025- Pending Resolution document and request from granting agency. Department to prepare and upload. KG Resolution was attached 1/13/26 - AS

### ATTACHMENTS:

1. Resolution



**Resolution No. 2026-XX**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF  
INYO, STATE OF CALIFORNIA FORMALLY COMMITTING PROGRESS  
HOUSE TO SERVE THE  
COMMUNITY CARE EXPANSION (CCE) TARGET POPULATION**

**WHEREAS**, the California Department of Social Services (CDSS) administers the Community Care Expansion (CCE) Program, which supports the preservation and improvement of licensed adult and senior care facilities serving individuals at risk of homelessness with behavioral health needs; and

**WHEREAS**, Inyo County Health and Human Services has been awarded and has already accepted CCE funding to support Progress House, a licensed Adult Residential Care Facility in Inyo County, for the purpose of preserving the facility and making infrastructure improvements that enhance quality of care; and

**WHEREAS**, the CCE Program requires that facilities receiving CCE funding commit to serving the CCE target population—adults and seniors at risk of homelessness with behavioral health needs—for a minimum of five (5) years; and

**WHEREAS**, Inyo County Health and Human Services is using CCE funding during the current fiscal year to renovate the kitchen area at Progress House, improving safety, nutrition services, and resident well-being; and

**WHEREAS**, the California Department of Social Services requires submission of an Authorizing Resolution as part of CCE grant compliance, documenting governing body approval of the County's commitment to meet program obligations, including service to the CCE target population.

**NOW, THEREFORE, BE IT RESOLVED** that the Inyo County Board of Supervisors:

1. Acknowledges that Inyo County Health and Human Services has received and accepted Community Care Expansion (CCE) funds to support Progress House;
2. Formally commits that Progress House shall serve the CCE target population—adults and seniors at risk of homelessness with behavioral health needs—for a minimum period of five (5) years, in accordance with the CCE Program Funding Agreement and CDSS program requirements;
3. Affirms the County's ongoing compliance with all CCE Program obligations, including facility standards, reporting, and population-service requirements; and
4. Directs that this resolution be provided to the California Department of Social Services as documentation of the County's governing-body approval of the CCE population-service commitment.

**PASSED AND ADOPTED** on this \_\_\_\_\_ day of \_\_\_\_\_ 2026, by the Inyo County Board of Supervisors, County of Inyo, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Trina Orrill, Chairperson  
Inyo County Board of Supervisors

ATTEST:

DENELLE CARRINGTON  
Interim Clerk of the Board

By: \_\_\_\_\_  
Darcy Ellis, Assistant





# INYO COUNTY BOARD OF SUPERVISORS

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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-10

### Privacy and Security Agreement with California Department of Social Services Health & Human Services ACTION REQUIRED

#### ITEM SUBMITTED BY

Lori Bengochia, Innovations and Grant Manager

#### ITEM PRESENTED BY

Lori Bengochia, Innovations and Grant Manager

#### RECOMMENDED ACTION:

Approve Privacy and Security Agreement No. 25-17 between the County of Inyo and the California Department of Social Services with a termination date of September 2028, to ensure the security and privacy of Medi-Cal Personally Identifiable Information contained in multiple databases used to determine client eligibility, and authorize the Health & Human Services Director to sign the agreement.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

This agreement updates previous privacy and security agreements for Medi-Cal administration to align with state and federal guidelines for data sharing and enhances data security protocols. Counties are required to comply with the changes and will be supported by the California Department of Social Services to implement the changes required. HHS had Information Services review this agreement and there were no concerns.

#### FISCAL IMPACT:

There is no fiscal impact associated with this agenda item.

#### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose not to approve the agreement. This is not recommended, however, as an approved agreement is necessary to meet the California Department of Social Services Privacy and Security requirements. Failure to approve will result in non-compliance status with the state.

#### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

#### STRATEGIC PLAN ALIGNMENT:

Thriving Communities | Enhanced Health, Social, & Senior Services

#### APPROVALS:

Tyler Davis

Created/Initiated - 01/07/2026

Darcy Israel  
Lori Bengochia  
Gina Ellis  
Melissa Best-Baker  
Amy Shepherd  
John Vallejo  
Denelle Carrington

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**ATTACHMENTS:**

1. All County Letter 25-17



March 27, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 25-17**

The purpose of this All County Letter (ACL) is to notify counties of the 2024 California Department of Social Services (CDSS) Privacy and Security Agreement (PSA) and to provide counties with instructions for returning signed PSAs to the CDSS. The purpose of the Agreement between CDSS and each County Department/Agency is to ensure the security and privacy of Personally Identifiable Information (PII) contained in the Medi-Cal Eligibility Data System (MEDS), the California Statewide Automated Welfare System (CalSAWS), the Income and Eligibility Verification System (IEVS), and in data received from the Social Security Administration (SSA) and other sources. Because counties have access to SSA-provided information, SSA requires that CDSS enter into individual agreements with the counties to safeguard this information. All 58 counties are required to sign the 2024 PSA to ensure the continued transmission of PII between the counties and CDSS.

Additionally, this letter is to inform counties of a future CDSS Security Compliance Review.



JENNIFER TROIA  
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

March 27, 2025

ALL COUNTY LETTER NO. 25-17

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: 2024 PRIVACY AND SECURITY AGREEMENT (PSA)

The purpose of this All County Letter (ACL) is to notify counties of the 2024 California Department of Social Services (CDSS) Privacy and Security Agreement (PSA) and to provide counties with instructions for returning signed PSAs to the CDSS. The purpose of the 2024 CDSS PSA between CDSS and each County Welfare Department/Agency (CWD) is to ensure the security and privacy of Personally Identifiable Information (PII) contained in the Eligibility Data System (MEDS), California Statewide Automated Welfare System (CalSAWS), the Income and Eligibility Verification System (IEVS), and in data received from the Social Security Administration (SSA) and other sources. Because counties have access to SSA-provided information, SSA requires that CDSS enter into individual agreements with the counties to safeguard this information. All 58 CWDs are required to sign the 2024 PSA to ensure the continued transmission of PII between the counties and CDSS.

Additionally, this letter is to inform counties of a future CDSS Security Compliance Review.

**SUBMISSION GUIDELINES**

The PSA template is attached to this letter. Counties should follow the instructions below when returning signed PSAs to CDSS. The county should not modify any of the PSA language, except as instructed below.

- Counties shall complete the Preamble of the PSA by entering the name of the county and the County Department/Agency.
- Counties shall enter signatory information. The name and title of the signatory must be printed or typed.
- Counties shall modify the Header of the PSA in order to enter the appropriate PSA Number. The enclosed PSA displays a sample PSA Number of "25-XX." Counties should replace the "XX" with the appropriate two-digit county code.

Authorized county officials may sign the PSA electronically or with wet signature. CDSS will accept electronic signatures through AdobeSign.

### **Electronic Submissions**

If choosing to sign electronically, county shall submit one (1) signed PSA to CDSS at the email address below. At the time of the PSA submission, counties shall include a contact name, email address, and contact phone number, which will be used when CDSS returns the signed PSA(s) to county.

Email address for submission of PSA with electronic signature:

[ISO@dss.ca.gov](mailto:ISO@dss.ca.gov)

### **Hard Copy Submissions**

If choosing to sign with wet signature, county shall submit at least two signed copies of the PSA to CDSS at the physical address below. All signed hard copy PSAs must contain an original wet signature. If county would like to have an additional PSA in wet signature, additional signed copies can be submitted with a written request that CDSS return multiple copies to county. At the time of the PSA submission, counties shall include a contact name, physical mailing address and email address, and contact phone number, which will be used when CDSS returns the signed PSA(s) to county.

Physical address for submission of PSA with wet signature:

Department of Social Services  
Information Security and Privacy Office - PSA  
744 P Street, MS 9-10-59  
Sacramento, CA 95814

Once CDSS receives the signed PSAs, they will be signed by CDSS and executed copies of the PSAs will be returned to county either via email or overnight delivery.

Counties should ensure that CDSS receives the signed PSA by no later than ten calendar weeks after the date this ACL was issued. We understand the potential challenge of meeting this deadline. Counties should contact CDSS as soon as possible if unable to submit the signed PSA by the due date.

### **INCORPORATED EXHIBITS**

To obtain copies of the following incorporated exhibits, authorized county individuals must submit requests via e-mail to CDSS PSA inbox at [ISO@dss.ca.gov](mailto:ISO@dss.ca.gov).

#### **Exhibit A**

- Computer Matching and Privacy Protection Act Agreement between the SSA and California Health and Human Services Agency
- Information Exchange Agreement between SSA and CDSS

- Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with the SSA (TSSR), version 10.6 (November 2023)

Exhibit B

- 2023 MOA between DHS-USCIS & DHCS

Exhibit C

- Statewide Information Management Manual (SIMM), SIMM-5300-A

Exhibits A and C contain highly sensitive and confidential information. All disclosures of Exhibit A shall be limited to the appropriate parties or individuals responsible for and involved in decision making for the safeguarding of PII. These documents are not public and shall not be published on any website accessible by or otherwise made available to the public.

### **REQUIRED COMPLIANCE AND ONGOING RISK MANAGEMENT**

Upon execution, all 58 counties are required to comply with the terms of the Agreement to ensure the continued transmission of PII between the counties and CDSS. Since the previous PSA was developed, there have been substantial changes to the information security environment in which our organizations operate. As a result, the State of California Office of Information Security, CDSS, and SSA have adopted the National Institute of Standards and Technology (NIST) Security and Privacy controls for Information Systems and Organizations, and the associated Risk Management Framework for Information Systems and Organizations. A subset of applicable NIST controls is outlined in a new Systems Security Standards and Requirements section of the Agreement.

The NIST framework is a widely recognized set of guidelines and best practices designed to help organizations manage and improve their cybersecurity posture. It is a toolbox that businesses and other entities can use to better understand, manage, and reduce cybersecurity risks. It provides a structured approach to assessing and improving cybersecurity, regardless of an organization's size, industry, or level of technical expertise. The framework is designed to be flexible and scalable, so organizations can tailor it to their specific needs and circumstances. It's also meant to be a living document that evolves over time as new threats emerge and technologies change. Overall, the NIST framework provides a structured approach to cybersecurity management that can help organizations better understand, manage, and reduce their cybersecurity risks.

County Departments/Agencies will need to assess and update their policies, processes, and systems to align with the terms of the Agreement. CDSS also acknowledges this effort may take time and funding to accomplish within each county. For changes that require counties to increase the retention period for certain employee records, such as employee trainings, CDSS recognizes this requirement is only applicable to records

maintained after the execution of the new Agreement. CDSS is committed to assisting the counties with funding required for implementing the terms of this Agreement as needed or appropriate. CDSS provides funding to counties to support information technology and infrastructure-related costs associated with administering Medi-Cal via existing county administrative processes. DHCS is proposing for counties to use those existing processes to request additional funding to support counties with information technology and infrastructure costs associated with implementing the new technical controls of the PSA. To help counties identify what those resource needs are, CDSS and DHCS will be facilitating a Security Compliance Review of the counties against the new controls. Any gaps would be documented in a Plan of Action and Milestones (POA&M) and the county could use the results from the assessment and any required POA&M to demonstrate/justify their funding needs.

Any County Department/Agency that has identified compliance gaps concerning these standards within their organizations should notify CDSS immediately. The county will be asked to develop a POA&M detailing a concrete roadmap to become fully compliant with the Agreement's standards. The POA&M must be provided to CDSS for review and approval. Any county that is under a POA&M will be required to provide quarterly updates to CDSS until the county becomes fully compliant.

#### **Security Compliance Reviews**

The SSA requires CDSS to perform ongoing Security Compliance Reviews of its contractors and agents at least triennially and provide documentation of these reviews to SSA upon request. In support of this requirement, and to assist counties with identifying funding needs, CDSS will begin planning for a Security Compliance Review of counties based on the terms of this updated Agreement. Additional information will be provided in a future ACL.

If you need to contact CDSS regarding any of the information in this letter or additional privacy and information security concerns, please submit inquiries via email to the Information Security and Privacy Office inbox at [ISO@dss.ca.gov](mailto:ISO@dss.ca.gov).

Sincerely,

#### ***Original Document Signed By***

CHAD CROWE  
Deputy Director  
Information Systems Division

Attachments



**PRIVACY AND SECURITY AGREEMENT**

**BETWEEN**

**the California Department of Social Services and the**

**County of \_\_\_\_\_,**

**Department/Agency of**

\_\_\_\_\_.

**PREAMBLE**

The California Department of Social Services (CDSS) and the

County of \_\_\_\_\_,

Department/Agency of \_\_\_\_\_

(County Department) enter into this Data Privacy and Security Agreement (Agreement) in order to ensure the privacy and security of Social Security Administration (SSA), Medi-Cal Eligibility Data System (MEDS) and Applicant Income and Eligibility Verification System (IEVS) Personally Identifiable Information (PII), covered by this Agreement and referred to hereinafter as PII, that the counties access through CDSS and the Department of Health Care Services (DHCS). This Agreement covers the following programs:

- CalFresh;
- California Food Assistance Program (CFAP);
- California Work Opportunity and Responsibility to Kids Program (CalWORKs);
- Cash Assistance Program for Immigrants (CAPI);
- Entrant Cash Assistance (ECA)/Refugee Cash Assistance (RCA);
- Foster Care (FC) (eligibility);
- Kinship Guardianship Assistance Program (Kin-GAP) (eligibility);
- Federal Guardianship Assistance Program (Fed-GAP) (eligibility);
- General Assistance/General Relief (GA/GR); and
- Trafficking and Crime Victims Assistance Program (TCVAP).

The CDSS has an Inter-Agency Agreement (IAA) with DHCS that allows CDSS and local county agencies to access SSA and MEDS data in order to assist in the Administration of the Program for the programs listed above. The IAA requires that CDSS may only share SSA and MEDS data if its contract with the entity with whom it intends to share the data reflects the entity's obligations under the IAA.

The County Department/Agency utilizes SSA and MEDS data in conjunction with other

## PRIVACY & SECURITY AGREEMENT NO.: 25-17

system data in order to Assist in the Administration of the Program for the programs listed above.

This Agreement covers the

County of \_\_\_\_\_,

Department/Agency of \_\_\_\_\_  
and its staff (County Workers), who assist in the administration of programs; and access, use, or disclose PII.

### DEFINITIONS

For the purpose of this Agreement, the following terms mean:

1. **“Assist in the administration of the program”** means performing administrative functions on behalf of programs, such as establishing eligibility, determining the amount of medical assistance, and collecting PII for such purposes, to the extent such activities are authorized by law.
2. **“Breach”** refers to actual loss, loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for other than authorized purposes have access or potential access to PII, whether electronic, paper, verbal, or recorded.
3. **“County Worker”** means those county employees, contractors, subcontractors, vendors and agents performing any functions for the County that require access to and/or use of PII and that are authorized by the County to access and use PII. An agent is a person or organization authorized to act on behalf of the County Department/Agency.
4. **“PII”** is personally identifiable information directly obtained in the course of performing an administrative function through the MEDS or IEVS systems on behalf of the programs, that can be used alone, or in conjunction with any other information, to identify a specific individual. PII includes any information that can be used to search for or identify individuals, or can be used to access their files, including but not limited to name, social security number (SSN), date and place of birth (DOB), mother’s maiden name, driver's license number, or identification number. PII may also include any information that is linkable to an individual, such as medical, educational, financial, and employment information. PII may be electronic, paper, verbal, or recorded and includes statements made by, or attributed to, the individual.
5. **“Security Incident”** means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of PII, or interference with system operations in an information system which processes PII that is under the control of the County or California Statewide Automated Welfare System (CalSAWS) Consortium, or a contractor, subcontractor or vendor of the County.

6. **“Secure Areas”** means any area where:
  - A. County Workers assist in the administration of their program;
  - B. County Workers use or disclose PII; or
  - C. PII is stored in paper or electronic format.
7. **“SSA-provided or verified data (SSA data)”** means:
  - A. Any information under the control of the Social Security Administration (SSA) provided to CDSS under the terms of an information exchange agreement with SSA (e.g., SSA provided date of death, SSA Title II or Title XVI benefit and eligibility data, or SSA citizenship verification); or
  - B. Any information provided to CDSS, including a source other than SSA, but in which CDSS attests that SSA verified it, or couples the information with data from SSA to certify the accuracy of it (e.g., SSN and associated SSA verification indicator displayed together on a screen, file, or report, or DOB and associated SSA verification indicator displayed together on a screen, file, or report).

## **AGREEMENTS**

CDSS and County Department/Agency mutually agree as follows:

### **I. PRIVACY AND CONFIDENTIALITY**

- A. County Department/Agency County Workers may use or disclose PII only as permitted in this Agreement and only to assist in the administration of PII in accordance with Section 14100.2 of the Welfare and Institutions Code, Section 431.302 of Title 42 Code of Federal Regulations, as limited by this Agreement, and as otherwise required by law. Disclosures required by law or that are made with the explicit written authorization of the client, such as through an authorized release of information form, are allowable. Any other use or disclosure of PII requires the express approval in writing of CDSS. No County Worker shall duplicate, disseminate or disclose PII except as allowed in this Agreement.
- B. Access to PII shall be restricted to County Workers who need to perform their official duties to assist in the administration of their respective programs.
- C. County Workers who access, disclose or use PII in a manner or for a purpose not authorized by this Agreement may be subject to civil and criminal sanctions contained in applicable federal and state statutes.

## II. **PERSONNEL CONTROLS**

The County Department/Agency agrees to advise County Workers who have access to PII of the confidentiality of the information, the safeguards required to protect the information, and the civil and criminal sanctions for non-compliance contained in applicable federal and state laws. For that purpose, the County Department/Agency shall implement the following personnel controls:

- A. ***Employee Training.*** Train and use reasonable measures to ensure compliance with the requirements of this Agreement by County Workers, including, but not limited to:
  - 1. Provide initial privacy and security awareness training to each new County Worker within 30 days of employment;
  - 2. Thereafter, provide annual refresher training or reminders of the privacy and security safeguards in this Agreement to all County Workers. Three or more security reminders per year are recommended;
  - 3. Maintain records indicating each County Worker's name and the date on which the privacy and security awareness training was completed; and
  - 4. Retain training records for a period of five years after completion of the training.
- B. ***Employee Discipline.***
  - 1. Provide documented sanction policies and procedures for County Workers who fail to comply with privacy policies and procedures or any provisions of these requirements.
  - 2. Sanction policies and procedures shall include termination of employment when appropriate.
- C. ***Confidentiality Statement.*** Ensure that all County Workers sign a confidentiality statement. The statement shall be signed by County Workers prior to accessing PII and annually thereafter. Signatures may be physical or electronic. The signed statement shall be retained for a period of five years.

The statement shall include, at a minimum, a description of the following:

- 1. General Use of PII;
- 2. Security and Privacy Safeguards for PII;
- 3. Unacceptable Use of PII; and
- 4. Enforcement Policies.

**D. *Background Screening.***

1. Conduct a background screening of a County Worker before they may access PII.
2. The background screening should be commensurate with the risk and magnitude of harm the employee could cause. More thorough screening shall be done for those employees who are authorized to bypass significant technical and operational security controls.
3. The County Department/Agency shall retain each County Worker's background screening documentation for a period of three years following conclusion of employment relationship.

**III. MANAGEMENT OVERSIGHT AND MONITORING**

To ensure compliance with the privacy and security safeguards in this Agreement the County shall perform the following:

- A. Conduct periodic privacy and security review of work activity by County Workers, including random sampling of work product. Examples include, but are not limited to, access to case files or other activities related to the handling of PII.

The periodic privacy and security reviews shall be performed or overseen by management level personnel who are knowledgeable and experienced in the areas of privacy and information security in the administration of their program and the use or disclosure of PII.

**IV. INFORMATION SECURITY AND PRIVACY STAFFING**

The County Department/Agency agrees to:

- A. Designate information security and privacy officials who are accountable for compliance with these and all other applicable requirements stated in this Agreement.
- B. Provide the CDSS with applicable contact information for these designated individuals using the County PSA inbox listed in Section IX of this Agreement. Any changes to this information should be reported to DHCS within ten days.
- C. Assign County Workers to be responsible for administration and monitoring of all security-related controls stated in this Agreement.

**V. TECHNICAL SECURITY CONTROLS**

The State of California Office of Information Security (OIS) and SSA have adopted the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-53, Security and Privacy controls for Information Systems and Organizations, and NIST SP 800-37, Risk Management Framework for Information Systems and Organizations.

OIS and SSA require organizations to comply and maintain the minimum standards outlined in NIST SP 800-53 when working with PII and SSA data. County Department/Agency shall, at a minimum, implement an information security program that effectively manages risk in accordance with the Systems Security Standards and Requirements outlined in this Section of this Agreement.

Guidance regarding implementation of NIST SP 800-53 is available in the Statewide Information Management Manual (SIMM), SIMM-5300-A, which is hereby incorporated into this Agreement (Exhibit C) and available upon request.

DHCS and CDSS will enter into a separate PSA with California Statewide Automated Welfare System (CalSAWS) Joint Powers Authority specific to the CalSAWS. Any requirements for data systems in this PSA would only apply to County Department/Agency's locally operated/administered systems that access, store, or process PII.

A. Systems Security Standards and Requirements

1. Access Control (AC)

Control Number	AC-1
Title	Access Control Policy and Procedures
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develop, document, and disseminate to designated organization officials:                             <ul style="list-style-type: none"> <li>1. An access control policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance;</li> <li>2. Procedures to facilitate the implementation of the access control policy and associated access controls</li> </ul> </li> <li>b. Review and update the current access control procedures with the organization-defined frequency.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the AC family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.</p>
Control Number	AC-2
Title	Account Management
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Identify and select the accounts with access to PII to support organizational mission/business functions.</li> <li>b. Assign account managers for information system accounts.</li> <li>c. Establish conditions for group and role membership.</li> <li>d. Specify authorized users of the information system, group and role membership, and access authorizations (i.e., privileges) and other attributes (as required) for each account;</li> <li>e. Require approvals by designated access authority for requests to create information system accounts;</li> <li>f. Create, enable, modify, disable, and remove information system accounts in accordance with organization account management procedures;</li> <li>g. Monitors the use of information system accounts;</li> <li>h. Notifies account managers when accounts are no longer required, when users are terminated or transferred; and when individual information system usage or need-to-know changes.</li> <li>i. Authorizes access to the information systems that receive, process, store or transmit PII based on valid access authorization, need-to-know.</li> <li>j. Review accounts for compliance with account management requirements according to organization-based frequency; and</li> <li>k. Establishes a process for reissuing shared/group account credentials (if deployed) when individuals are removed from the group.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Information system account types include, for example, individual, shared, group, system, guest/anonymous, emergency, developer/manufacturer/vendor, temporary, and service. Some of the account management requirements listed above can be implemented by organizational information systems. The identification of authorized users of the information system and the specification of access privileges reflects the requirements in other security controls in the security plan. Users requiring administrative privileges on information system accounts receive additional scrutiny by appropriate organizational personnel (e.g., system owner, mission/business owner, or chief information security officer) responsible for approving such accounts and privileged access. Organizations may choose to define access privileges or other attributes by account, by type of account, or a combination of both. Other attributes required for authorizing access include, for example, restrictions on time-of-day, day-of-week, and point-of-origin. In defining other account attributes, organizations consider system-related requirements (e.g., scheduled maintenance, system upgrades) and mission/business requirements (e.g., time zone differences, customer requirements, remote access to support travel requirements). Failure to consider these factors could affect information system availability. Temporary and emergency accounts are accounts intended for short-term use. Organizations establish temporary accounts as a part of normal account activation procedures when there is a need for short-term accounts without the demand for immediacy in account activation. Organizations establish emergency accounts in response to crisis situations and with the need for rapid account activation. Therefore, emergency account activation may bypass normal account authorization processes. Emergency and temporary accounts are not to be confused with infrequently used accounts (e.g., local logon accounts used for special tasks defined by organizations or when network resources are unavailable). Such accounts remain available and are not subject to automatic disabling or removal dates. Conditions for disabling or deactivating accounts include, for example: (i) when shared/group, emergency, or temporary accounts are no longer required; or (ii) when individuals are transferred or terminated. Some types of information system accounts may require specialized training. Related controls: AC-3, AC-4, AC-5, AC-6, AC-10, AC-17, AC-19, AC-20, AU-9, IA-2, IA-4, IA-5, IA-8, CM-5, CM-6, CM-11, MA-3, MA-4, MA-5, PL-4, SC-13.</p>

Control Number	AC-3
Title	Access Enforcement
CDSS Requirement	The organization must: Enforces approved authorizations for logical access to information and system resources in accordance with applicable access control policies.
Supplemental Guidance	Access control policies (e.g., identity-based policies, role-based policies, control matrices, cryptography) control access between active entities or subjects (i.e., users or processes acting on behalf of users) and passive entities or objects (e.g., devices, files, records, domains) in information systems. In addition to enforcing authorized access at the information system level and recognizing that information systems can host many applications and services in support of organizational missions and business operations, access enforcement mechanisms can also be employed at the application and service level to provide increased information security. Related controls: AC-2, AC-4, AC-5, AC-6, AC-16, AC-17, AC-
Control Number	AC-3(7)
Title	Access Enforcement   Role-Based Access Control
CDSS Requirement	The organization information system must: enforce a role-based access control policy over defined subjects and objects and controls access based upon the need to utilize PII.
Supplemental Guidance (from NIST 800-53)	Role-based access control (RBAC) is an access control policy that restricts information system access to authorized users. Organizations can create specific roles based on job functions and the authorizations (i.e., privileges) to perform needed operations on organizational information systems associated with the organization-defined roles. When users are assigned to the organizational roles, they inherit the authorizations or privileges defined for those roles. RBAC
	simplifies privilege administration for organizations because privileges are not assigned directly to every user (which can be a significant number of individuals for mid- to large-size organizations) but are instead acquired through role assignments. RBAC can be implemented either as a mandatory or discretionary form of access control. For organizations implementing RBAC with mandatory access controls, the requirements in AC-3 (3) define the scope of the subjects and objects covered by the policy.
Control Number	AC-3(8)
Title	Access Enforcement   Revocation of Access Authorization
CDSS Requirement	The organization must: Enforce a role-based access control over users and information resources that have access to PII, and control access based upon organization defined roles and users authorized to assume such roles.
Supplemental Guidance (from NIST 800-53)	Revocation of access rules may differ based on the types of access revoked. For example, if a subject (i.e., user or process) is removed from a group, access may not be revoked until the next time the object (e.g., file) is opened or until the next time the subject attempts a new access to the object. Revocation based on changes to security labels may take effect immediately. Organizations can provide alternative approaches on how to make revocations immediate if information systems cannot provide such capability and immediate revocation is necessary.
Control Number	AC-4
Title	Information Flow Enforcement
CDSS Requirement	The organization information system must: enforce approved authorizations for controlling the flow of information within the system and between interconnected systems based on the need for interconnected systems to share PII to conduct business.
Supplemental Guidance (from NIST 800-53)	Information flow control regulates where information is allowed to travel within an information system and between information systems (as opposed to who is allowed to access the information) and without explicit regard to subsequent accesses to that information. Flow control restrictions include, for example, keeping export-controlled information from being transmitted in the clear to the Internet, blocking outside traffic that claims to be from within the organization, restricting web requests to the Internet that are not from the internal web proxy server, and limiting information transfers between organizations based on data structures and content. Transferring information between information systems representing different security domains with different security policies introduces risk that such transfers violate one or more domain security policies. In such situations, information owners/stewards provide guidance at designated policy enforcement points between interconnected systems. Organizations consider mandating specific architectural solutions when required to enforce specific security policies. Enforcement includes, for example: (i) prohibiting information transfers between interconnected systems (i.e., allowing access only); (ii) employing hardware mechanisms to enforce one-way information flows; and (iii) implementing trustworthy regrading mechanisms to reassign security attributes and security labels.  Organizations commonly employ information flow control policies and enforcement mechanisms to control the flow of information between designated sources and destinations (e.g., networks, individuals, and devices) within information systems and between interconnected systems. Flow control is based on the characteristics of the information and/or the information path. Enforcement occurs, for example, in boundary protection devices (e.g., gateways, routers, guards, encrypted tunnels, firewalls) that employ rule sets or establish configuration settings that restrict information system services, provide a packet-filtering capability based on header information, or message- filtering capability based on message content (e.g., implementing key word searches or using document characteristics). Organizations also consider the trustworthiness of filtering/inspection mechanisms (i.e., hardware, firmware, and software components) that are critical to information flow enforcement. Control enhancements 3 through 22 primarily address cross-domain solution needs which focus on more advanced filtering techniques, in-depth analysis, and stronger flow enforcement mechanisms implemented in cross-domain products, for example, high-assurance guards. Such capabilities are generally not available in commercial off-the-shelf information technology products. Related controls: AC-3, AC-17, AC-19, AC-21, CM-6, CM-7, SA-8, SC-2, SC-5, SC-7, SC-18



Control Number	AC-5
Title	Separation of Duties
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Separate organization-defined duties of individuals;</li> <li>b. Document separation of duties of individuals; and</li> <li>c. Defines information system access authorizations to support separation of duties.</li> </ul> <p><i>CDSS also requires that the state organization prohibit any functional component(s) or official(s) from issuing credentials or access authority to themselves or other individuals within their job-function or category of access.</i></p> <p><i>Federal requirements and CDSS policy exclude any employee who uses PII to process programmatic workloads to make benefit or entitlement determinations from participation in management or quality assurance functions.</i></p>
Supplemental Guidance (from NIST 800-53)	<p>Separation of duties addresses the potential for abuse of authorized privileges and helps to reduce the risk of malevolent activity without collusion. Separation of duties includes, for example:</p> <ul style="list-style-type: none"> <li>(i) dividing mission functions and information system support functions among different individuals and/or roles;</li> <li>(ii) conducting information system support functions with different individuals (e.g., system management, programming, configuration management, quality assurance and testing, and network security); and</li> <li>(iii) ensuring security personnel administering access control functions do not also administer audit functions.</li> </ul> <p>Related controls: AC-3, AC-6, PE-3, PE-4, PS-2.</p>
Control Number	AC-6
Title	Least Privilege
CDSS Requirement	<p>The organization must:</p> <p>Employ the principle of least privilege, allowing only authorized accesses for users (or processes acting on behalf of users) which are necessary to accomplish assigned tasks in accordance with organizational missions and business functions.</p>
Supplemental Guidance (from NIST 800-53)	<p>Organizations employ least privilege for specific duties and information systems. The principle of least privilege is also applied to information system processes, ensuring that the processes operate at privilege levels no higher than necessary to accomplish required organizational missions/business functions. Organizations consider the creation of additional processes, roles, and information system accounts as necessary, to achieve least privilege. Organizations also apply least privilege to the development, implementation, and operation of organizational information systems. Related controls: AC-2, AC-3, AC-5, CM-6, CM-7, PL-2.</p>
Control Number	AC-6(1)
Title	Least Privilege   Authorize Access to Security Functions
CDSS Requirement	<p>The organization must explicitly authorize access to organization-defined security functions (deployed in hardware, software, and firmware) and security-relevant information.</p>
Supplemental Guidance (from NIST 800-53)	<p>Security functions include, for example, establishing system accounts, configuring access authorizations (i.e., permissions, privileges), setting events to be audited, and setting intrusion detection parameters. Security-relevant information includes, for example, filtering rules for routers/firewalls, cryptographic key management information, configuration parameters for security services, and access control lists. Explicitly authorized personnel include, for example, security administrators, system and network administrators, system security officers, system maintenance personnel, system programmers, and other privileged users.</p>
Control Number	AC-6(7)
Title	Least Privilege   Review Of User Privileges
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Review the privileges assigned to organization-defined roles or classes of users to validate the need for such privileges; and</li> <li>b. Reassign or removes privileges, if necessary, to correctly reflect organizational mission/business needs.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>The need for certain assigned user privileges may change over time reflecting changes in organizational missions/business function, environments of operation, technologies, or threat. Periodic review of assigned user privileges is necessary to determine if the rationale for assigning such privileges remains valid. If the need cannot be revalidated, organizations take appropriate corrective actions. Related control: CA-7.</p>
Control Number	AC-7
Title	Unsuccessful Logon Attempts
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Enforce a limit of no fewer than three (3) and no greater than five (5) consecutive invalid logon attempts by a user during an organization-defined time period; and</li> <li>b. Automatically lock the account/node for: an organization-defined time period; or locks the account/node until released by an administrator; or delays next logon prompt according to organization-defined delay algorithm when the maximum number of unsuccessful attempts is exceeded.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>This control applies regardless of whether the logon occurs via a local or network connection. Due to the potential for denial of service, automatic lockouts initiated by information systems are usually temporary and automatically release after a predetermined time period established by organizations. If a delay algorithm is selected, organizations may choose to employ different algorithms for different information system components based on the capabilities of those components. Responses to unsuccessful logon attempts may be implemented at both the operating system and the application levels. Related controls: AC-2, AC-9, AC-14, IA-5.</p>

Control Number	AC-8
Title	System Use Notification
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Displays to users system use notification message or banner before granting access to the system that provides privacy and security notices consistent with applicable federal laws, Executive Orders, directives, policies, regulations, standards, and guidance and states that:                             <ul style="list-style-type: none"> <li>1. Users are accessing a U.S. Government information system;</li> <li>2. Information system usage may be monitored, recorded, and subject to audit;</li> <li>3. Unauthorized use of the information system is prohibited and subject to criminal and civil penalties; and</li> <li>4. Use of the information system indicates consent to monitoring and recording;</li> </ul> </li> <li>b. Retains the notification message or banner on the screen until users acknowledge the usage conditions and take explicit actions to log on to or further access the information system; and</li> <li>c. For publicly accessible systems:                             <ul style="list-style-type: none"> <li>1. Displays system use information organization-defined conditions, before granting further access;</li> <li>2. Displays references, if any, to monitoring, recording, or auditing that are consistent with privacy accommodations for such systems that generally prohibit those activities; and</li> <li>3. Includes a description of the authorized uses of the system.</li> </ul> </li> </ul> <p>At a minimum, this can be done at initial logon and is not required for every logon.</p>
Supplemental Guidance (from NIST 800-53)	System use notifications can be implemented using messages or warning banners displayed before individuals log in to information systems. System use notifications are used only for access via logon interfaces with human users and are not required when such human interfaces do not exist. Organizations consider system use notification messages/banners displayed in multiple languages based on specific organizational needs and the demographics of information system users. Organizations also consult with the Office of the General Counsel for legal review and approval of warning banner content.
Control Number	AC-11
Title	Session Lock
CDSS Requirement	<p>The organization's information system:</p> <ul style="list-style-type: none"> <li>a. Prevents further access to the system by initiating a session lock after 15 minutes or upon receiving a request from a user; and</li> <li>b. Retains the session lock until the user reestablishes access using established identification and authentication procedures.</li> </ul>
Supplemental Guidance (from NIST 800-53)	Session locks are temporary actions taken when users stop work and move away from the immediate vicinity of information systems but do not want to log out because of the temporary nature of their absences. Session locks are implemented where session activities can be determined. This is typically at the operating system level but can also be at the application level. Session locks are not an acceptable substitute for logging out of information systems, for example, if organizations require users to log out at the end of workdays. Related control: AC-7.
Control Number	AC-17
Title	Remote Access
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Establish and document usage restrictions, configuration/connection requirements, and implementation guidance for each type of remote access allowed; and</li> <li>b. Authorize remote access to the information system prior to allowing such connections.</li> </ul>
Supplemental Guidance (from NIST 800-53)	Remote access is access to organizational information systems by users (or processes acting on behalf of users) communicating through external networks (e.g., the Internet). Remote access methods include, for example, dial-up, broadband, and wireless. Organizations often employ encrypted virtual private networks (VPNs) to enhance confidentiality and integrity over remote connections. The use of encrypted VPNs does not make the access non-remote; however, the use of VPNs, when adequately provisioned with appropriate security controls (e.g., employing appropriate encryption techniques for confidentiality and integrity protection) may provide sufficient assurance to the organization that it can effectively treat such connections as internal networks. Still, VPN connections traverse external networks, and the encrypted VPN does not enhance the availability of remote connections. Also, VPNs with encrypted tunnels can affect the organizational capability to adequately monitor network communications traffic for malicious code. Remote access controls apply to information systems other than public web servers or systems designed for public access. This control addresses authorization prior to allowing remote access without specifying the formats for such authorization. While organizations may use interconnection security agreements to authorize remote access connections, such agreements are not required by this control. Enforcing access restrictions for remote connections is addressed in AC-3. Related controls: AC-2, AC-3, AC-18, AC-19, AC-20, CA-3, CA-7, CM-8, IA-2, IA-3, IA-8, MA-4, PE-17, PL-4, SC-10, SI-4.

2. Accountability, Audit, and Risk Management (AR)

Control Number	AR-3
Title	Privacy Requirements for Contractors and Service Providers
CDSS Requirement	The organization must: a. Establish privacy roles, responsibilities, and access requirements for contractors and service providers; and b. Includes privacy requirements in contracts and other acquisition-related documents.
Supplemental Guidance (from NIST 800-53)	Contractors and service providers include, but are not limited to, information providers, information processors, and other organizations providing information system development, information technology services, and other outsourced applications. Organizations consult with legal counsel, the Senior Agency Official for Privacy (SAOP)/Chief Privacy Officer (CPO), and contracting officers about applicable laws, directives, policies, or regulations that may impact implementation of this control. Related control: AR-1, AR-5, SA-4.

3. Audit and Accountability (AU)

Control Number	AU-1
Title	Audit and Accountability Policy and Procedures
CDSS Requirement	The organization must: a. Develop, document, and disseminate to individuals and organizations that store, process, or transmit PII: 1. An audit and accountability policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and  2. Procedures to facilitate the implementation of the audit and accountability policy and associated audit and accountability controls; and b. Review and update the current: 1. Audit and accountability policy at least triennially; and 2. Audit and accountability procedures at least triennially.
Supplemental Guidance (from NIST 800-53)	This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the AU family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.
Control Number	AU-2
Title	Audit Events
CDSS Requirement	The organization must: a. Audit the following events: 1) Viewing PII stored within the organization’s system; 2) Viewing of screens that contain PII; 3) All system and data interactions concerning PII. b. Coordinate the security audit function with other organizational entities requiring audit-related information to enhance mutual support and to help guide the selection of auditable events; c. Determines that the following events are to be audited within the information system: 1) Viewing PII stored within the organization’s system; 2) Viewing of screens that contain PII; 3) All system and data interactions concerning PII.
Supplemental Guidance (from NIST 800-53)	An event is any observable occurrence in an organizational information system. Organizations identify audit events as those events which are significant and relevant to the security of information systems and the environments in which those systems operate in order to meet specific and ongoing audit needs. Audit events can include, for example, password changes, failed logons, or failed accesses related to information systems, administrative privilege usage, PIV credential usage, or third-party credential usage. In determining the set of auditable events, organizations consider the auditing appropriate for each of the security controls to be implemented. To balance auditing requirements with other information system needs, this control also requires identifying that subset of auditable events that are audited at a given point in time. For example, organizations may determine that information systems must have the capability to log every file access both successful and unsuccessful, but not activate that capability except for specific circumstances due to the potential burden on system performance. Auditing requirements, including the need for auditable events, may be referenced in other security controls and control enhancements. Organizations also include auditable events that are required by applicable federal laws, Executive Orders, directives, policies, regulations, and standards. Audit records can be generated at various levels of abstraction, including at the packet level as information traverses the network. Selecting the appropriate level of abstraction is a critical aspect of an audit capability and can facilitate the identification of root causes to problems. Organizations consider in the definition of auditable events, the auditing necessary to cover related events such as the steps in distributed, transaction-based processes (e.g., processes that are distributed across multiple organizations) and actions that occur in service-oriented architectures. Related controls: AC-6, AC-17, AU-3, AU-12, MA-4, MP-2, MP-4, SI-4

Control Number	AU-11
Title	Audit Record Retention
CDSS Requirement	The organization must retain audit records for six (6) years to provide support for after-the-fact investigations of security incidents and to meet regulatory and organizational information retention requirements.
Supplemental Guidance (from NIST 800-53)	Organizations retain audit records until it is determined that they are no longer needed for administrative, legal, audit, or other operational purposes. This includes, for example, retention and availability of audit records relative to Freedom of Information Act (FOIA) requests, subpoenas, and law enforcement actions. Organizations develop standard categories of audit records relative to such types of actions and standard response processes for each type of action. The National Archives and Records Administration (NARA) General Records Schedules provide federal policy on record retention. Related controls: AU-4, AU-5, AU-9, MP-6.
Control Number	AU-12
Title	Audit Generation
CDSS Requirement	The organization information system must: <ul style="list-style-type: none"> <li>a. Provide audit record generation capability for the auditable events defined in AU-2 a. at the audit reporting mechanism;</li> <li>b. Allow security personnel to select which auditable events are to be audited by specific components of the information system; and</li> <li>c. Generates audit records for the events defined in AU-2 d. with the content defined in AU-3</li> </ul>
Supplemental Guidance (from NIST 800-53)	Audit records can be generated from many different information system components. The list of audited events is the set of events for which audits are to be generated. These events are typically a subset of all events for which the information system is capable of generating audit records. Related controls: AC-3, AU-2, AU-3, AU-6, AU-7.

4. Awareness and Training (AT)

Control Number	AT-1
Title	Security Awareness and Training Policy and Procedures
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develop, document, and disseminate to personnel and organizations with access to PII:                             <ul style="list-style-type: none"> <li>1. A security awareness and training policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and</li> <li>2. Procedures to facilitate the implementation of the security awareness and training policy and associated security awareness and training controls; and</li> </ul> </li> <li>b. Reviews and updates the current:                             <ul style="list-style-type: none"> <li>1. Security awareness and training policy and;</li> <li>2. Security awareness and training procedures.</li> </ul> </li> </ul> <p>The training and awareness programs must include:</p> <p>The sensitivity of PII,</p> <p>The rules of behavior concerning use and security in systems and/or applications processing PII,</p> <p>The Privacy Act and other Federal and state laws, including but not limited to Section 14100.2 of the Welfare and Institutions Code and Section 431.302 et. Seq. of Title 42 Code of Federal Regulations, governing collection, maintenance, use, and dissemination of information about individuals,</p> <p>The possible criminal and civil sanctions and penalties for misuse of PII,</p> <p>The responsibilities of employees, contractors, and agent’s pertaining to the proper use and protection of PII,</p> <p>The restrictions on viewing and/or copying PII, The proper disposal of PII,</p> <p>The security breach and data loss incident reporting procedures,</p> <p>The basic understanding of procedures to protect the network from viruses, worms, Trojan horses, and other malicious code,</p> <p>Social engineering (phishing, vishing and pharming) and network fraud prevention.</p>
Supplemental Guidance (from NIST 800-53)	This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the AT family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.

Control Number	AT-2
Title	Security Awareness Training
CDSS Requirement	The organization must provide basic security awareness training to information system users (including managers, senior executives, and contractors): <ul style="list-style-type: none"> <li>a. As part of initial training for new users;</li> <li>b. When required by information system changes; and</li> <li>c. Annually thereafter.</li> </ul>
Supplemental Guidance (from NIST 800-53)	Organizations determine the appropriate content of security awareness training and security awareness techniques based on the specific organizational requirements and the information systems to which personnel have authorized access. The content includes a basic understanding of the need for information security and user actions to maintain security and to respond to suspected security incidents. The content also addresses awareness of the need for operations security. Security awareness techniques can include, for example, displaying posters, offering supplies inscribed with security reminders, generating email advisories/notices from senior organizational officials, displaying logon screen messages, and conducting information security awareness events. Related controls: AT-3, AT-4, PL-4.
Control Number	AT-3
Title	Role-Based Security Training
CDSS Requirement	The organization must provide role-based security training to personnel with assigned security roles and responsibilities: <ul style="list-style-type: none"> <li>a. Before authorizing access to the information system or performing assigned duties;</li> <li>b. When required by information system changes; and</li> <li>c. With organization-defined frequency thereafter.</li> </ul>
Supplemental Guidance (from NIST 800-53)	Organizations determine the appropriate content of security training based on the assigned roles and responsibilities of individuals and the specific security requirements of organizations and the information systems to which personnel have authorized access. In addition, organizations
	provide enterprise architects, information system developers, software developers, acquisition/procurement officials, information system managers, system/network administrators, personnel conducting configuration management and auditing activities, personnel performing independent verification and validation activities, security control assessors, and other personnel having access to system-level software, adequate security-related technical training specifically tailored for their assigned duties. Comprehensive role-based training addresses management, operational, and technical roles and responsibilities covering physical, personnel, and technical safeguards and countermeasures. Such training can include for example, policies, procedures, tools, and artifacts for the organizational security roles defined. Organizations also provide the training necessary for individuals to carry out their responsibilities related to operations and supply chain security within the context of organizational information security programs. Role-based security training also applies to contractors providing services to federal agencies. Related controls: AT-2, AT-4, PL-4, PS-7, SA-3, SA-12, SA-16.
Control Number	AT-4
Title	Security Training Records
CDSS Requirement	The organization must: <ul style="list-style-type: none"> <li>a. Document and monitor individual information system security training activities including basic security awareness training and specific information system security training; and</li> <li>b. Retain individual training records for 5 years.</li> </ul> <p>SSA also requires the organization to certify that each employee, contractor, and agent who views SSA data certify that they understand the potential criminal, civil, and administrative sanctions or penalties for unlawful assess and/or disclosure.</p>
Supplemental Guidance (from NIST 800-53)	Documentation for specialized training may be maintained by individual supervisors at the option of the organization. Related controls: AT-2, AT-3, PM-14.

5. Contingency Planning (CP)

Control Number	CP-2
Title	Contingency Plan
CDSS Requirement	<p>The organization must:</p> <ol style="list-style-type: none"> <li>Develop a contingency plan for the information system that:                             <ol style="list-style-type: none"> <li>Identifies essential missions and business functions and associated contingency requirements;</li> <li>Provides recovery objectives, restoration priorities, and metrics;</li> <li>Addresses contingency roles, responsibilities, assigned individuals with contact information;</li> <li>Addresses maintaining essential missions and business functions despite an information system disruption, compromise, or failure;</li> <li>Addresses eventual, full information system restoration without deterioration of the security safeguards originally planned and implemented; and</li> <li>Is reviewed and approved by a senior manager;</li> </ol> </li> <li>Distribute copies of the contingency plan to personnel and organizations supporting the contingency plan actions;</li> <li>Coordinate contingency planning activities with incident handling activities;</li> <li>Review the contingency plan for the information system at least annually;</li> <li>Update the contingency plan to address changes to the organization, information system, or environment of operation and problems encountered during contingency plan implementation, execution, or testing;</li> <li>Communicate contingency plan changes to personnel and organizations supporting the contingency plan actions;</li> <li>Incorporate lessons learned from contingency plan testing, training, or actual contingency activities into contingency testing and training; and</li> <li>Protect the contingency plan from unauthorized disclosure and modification.</li> </ol>
Supplemental Guidance (from NIST 800-53)	<p>Contingency planning for information systems is part of an overall organizational program for achieving continuity of operations for mission/business functions. Contingency planning addresses both information system restoration and implementation of alternative mission/business processes when systems are compromised. The effectiveness of contingency planning is maximized by considering such planning throughout the phases of the system development life cycle. Performing contingency planning on hardware, software, and firmware development can be an effective means of achieving information system resiliency. Contingency plans reflect the degree of restoration required for organizational information systems since not all systems may need to fully recover to achieve the level of continuity of operations desired.</p> <p>Information system recovery objectives reflect applicable laws, Executive Orders, directives, policies, standards, regulations, and guidelines. In addition to information system availability, contingency plans also address other security-related events resulting in a reduction in mission and/or business effectiveness, such as malicious attacks compromising the confidentiality or integrity of information systems. Actions addressed in contingency plans include, for example, orderly/graceful degradation, information system shutdown, fallback to a manual mode, alternate information flows, and operating in modes reserved for when systems are under attack. By closely coordinating contingency planning with incident handling activities, organizations can ensure that the necessary contingency planning activities are in place and activated in the event of a security incident. Related controls: AC-14, CP-6, CP-7, CP-8, CP-9, CP-10, IR-4, IR-8, MP-2, MP-4, MP-5, PM-8, PM-11.</p>

6. Data Minimization and Retention (DM)

Control Number	DM-2
Title	Data Retention and Disposal
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Retain each collection of PII no longer than required for the organization’s business process or evidentiary purposes;</li> <li>b. Dispose of, destroys, erases, and/or anonymizes the PII, regardless of the method of storage, in accordance with a NARA-approved record retention schedule and in a manner that prevents loss, theft, misuse, or unauthorized access; and</li> <li>c. Use organization-defined techniques or methods to ensure secure deletion or destruction of PII (including originals, copies, and archived records).</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>NARA provides retention schedules that govern the disposition of federal records. Program officials coordinate with records officers and with NARA to identify appropriate retention periods and disposal methods. NARA may require organizations to retain PII longer than is operationally needed. In those situations, organizations describe such requirements in the notice. Methods of storage include, for example, electronic, optical media, or paper.</p> <p>Examples of ways organizations may reduce holdings include reducing the types of PII held (e.g., delete Social Security numbers if their use is no longer needed) or shortening the retention period for PII that is maintained if it is no longer necessary to keep PII for long periods of time (this effort is undertaken in consultation with an organization’s records officer to receive NARA approval). In both examples, organizations provide notice (e.g., an updated System of Records Notice) to inform the public of any changes in holdings of PII.</p> <p>Certain read-only archiving techniques, such as DVDs, CDs, microfilm, or microfiche, may not permit the removal of individual records without the destruction of the entire database contained on such media. Related controls: AR-4, AU-11, DM-1, MP-1, MP-2, MP-3, MP-4, MP-5, MP-6, MP-7, MP-8, SI-12, TR-1.</p>

7. Identification and Authentication (IA)

Control Number	IA-2
Title	Identification and Authentication (Organizational Users)
CDSS Requirement	The organization's information system must uniquely identify and authenticate organizational users (or processes acting on behalf of organizational users).
Supplemental Guidance (from NIST 800-53)	<p>Organizational users include employees or individuals that organizations deem to have equivalent status of employees (e.g., contractors, guest researchers). This control applies to all accesses other than: (i) accesses that are explicitly identified and documented in AC-14; and (ii) accesses that occur through authorized use of group authenticators without individual authentication. Organizations may require unique identification of individuals in group accounts (e.g., shared privilege accounts) or for detailed accountability of individual activity. Organizations employ passwords, tokens, or biometrics to authenticate user identities, or in the case multifactor authentication, or some combination thereof. Access to organizational information systems is defined as either local access or network access. Local access is any access to organizational information systems by users (or processes acting on behalf of users) where such access is obtained by direct connections without the use of networks. Network access is access to organizational information systems by users (or processes acting on behalf of users) where such access is obtained through network connections (i.e., nonlocal accesses). Remote access is a type of network access that involves communication through external networks (e.g., the Internet). Internal networks include local area networks and wide area networks. In addition, the use of encrypted virtual private networks (VPNs) for network connections between organization-controlled endpoints and non-organization controlled endpoints may be treated as internal networks from the perspective of protecting the confidentiality and integrity of information traversing the network.</p> <p>Organizations can satisfy the identification and authentication requirements in this control by complying with the requirements in Homeland Security Presidential Directive 12 consistent with the specific organizational implementation plans. Multifactor authentication requires the use of two or more different factors to achieve authentication. The factors are defined as: (i) something you know (e.g., password, personal identification number [PIN]); (ii) something you have (e.g., cryptographic identification device, token); or (iii) something you are (e.g., biometric). Multifactor solutions that require devices separate from information systems gaining access include, for example, hardware tokens providing time-based or challenge-response authenticators and smart cards such as the U.S. Government Personal Identity Verification card and the DoD common access card. In addition to identifying and authenticating users at the information system level (i.e., at logon), organizations also employ identification and authentication mechanisms at the application level, when necessary, to provide increased information security. Identification and authentication requirements for other than organizational users are described in IA-8. Related controls: AC-2, AC-3, AC-14, AC-17, AC-18, IA-4, IA-5, IA-8.</p>

Control Number	IA-5
Title	Authenticator Management
CDSS Requirement	<p>The organization must manage information system authenticators by:</p> <ul style="list-style-type: none"> <li>a. Verifying, as part of the initial authenticator distribution, the identity of the individual, group, role, or device receiving the authenticator;</li> <li>b. Establishing initial authenticator content for authenticators defined by the organization;</li> <li>c. Ensuring that authenticators have sufficient strength of mechanism for their intended use;</li> <li>d. Establishing and implementing administrative procedures for initial authenticator distribution, for lost/compromised or damaged authenticators, and for revoking authenticators;</li> <li>e. Changing default content of authenticators prior to information system installation;</li> <li>f. Establishing minimum and maximum lifetime restrictions and reuse conditions for authenticators;</li> <li>g. Changing/refreshing authenticators within organization-defined time period;</li> <li>h. Protecting authenticator content from unauthorized disclosure and modification;</li> <li>i. Requiring individuals to take, and having devices implement, specific security safeguards to protect authenticators; and</li> <li>j. Changing authenticators for group/role accounts when membership to those accounts changes.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Individual authenticators include, for example, passwords, tokens, biometrics, PKI certificates, and key cards. Initial authenticator content is the actual content (e.g., the initial password) as opposed to requirements about authenticator content (e.g., minimum password length). In many cases, developers ship information system components with factory default authentication credentials to allow for initial installation and configuration. Default authentication credentials are often well known, easily discoverable, and present a significant security risk. The requirement to protect individual authenticators may be implemented via control PL-4 or PS-6 for authenticators in the possession of individuals and by controls AC-3, AC-6, and SC-28 for authenticators stored within organizational information systems (e.g., passwords stored in hashed or encrypted formats, files containing encrypted or hashed passwords accessible with administrator privileges).</p> <p>Information systems support individual authenticator management by organization-defined settings and restrictions for various authenticator characteristics including, for example, minimum password length, password composition, validation time window for time synchronous one-time tokens, and number of allowed rejections during the verification stage of biometric authentication. Specific actions that can be taken to safeguard authenticators include, for example, maintaining possession of individual authenticators, not loaning or sharing individual authenticators with others, and reporting lost, stolen, or compromised authenticators immediately. Authenticator management includes issuing and revoking, when no longer needed, authenticators for temporary access such as that required for remote maintenance. Device authenticators include, for example, certificates and passwords. Related controls: AC-2, AC-3, AC-6, CM-6, IA-2, IA-4, IA-8, PL-4, PS- 5, PS-6, SC-12, SC-13, SC-17, SC-28.</p>
Control Number	IA-5(1)
Title	Authenticator Management   Password-Based Authentication
CDSS Requirement	<p>The information system, for password-based authentication, must:</p> <ul style="list-style-type: none"> <li>a. Enforces minimum password complexity of requirements for:                             <ul style="list-style-type: none"> <li>* case sensitivity (upper and lower case letters),</li> <li>* number of characters (equal to or greater than fifteen characters),</li> <li>* mix of upper-case letters, lower-case letters, numbers, and special characters (at least one of each type);</li> </ul> </li> <li>c. Stores and transmits only cryptographically-protected passwords;</li> <li>d. Enforces password lifetime of at least 180 days;</li> <li>e. Prohibits prior 10 passwords for reuse ; and</li> <li>f. Allows the use of a temporary password for system logons with an immediate change to a permanent password.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>This control enhancement applies to single-factor authentication of individuals using passwords as individual or group authenticators, and in a similar manner, when passwords are part of multifactor authenticators. This control enhancement does not apply when passwords are used to unlock hardware authenticators (e.g., Personal Identity Verification cards). The implementation of such password mechanisms may not meet all of the requirements in the enhancement. Cryptographically-protected passwords include, for example, encrypted versions of passwords and one-way cryptographic hashes of passwords. The number of changed characters refers to the number of changes required with respect to the total number of positions in the current password. Password lifetime restrictions do not apply to temporary passwords. To mitigate certain brute force attacks against passwords, organizations may also consider salting passwords.</p> <p>Related control: IA-6.</p>



8. Incident Response (IR)

Control Number	IR-1
Title	Incident Response Policy and Procedures
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develops, documents, and disseminates to organization-defined personnel or roles:                             <ul style="list-style-type: none"> <li>1. An incident response policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and</li> <li>2. Procedures to facilitate the implementation of the incident response policy and associated incident response controls; and</li> </ul> </li> <li>b. Reviews and updates the current:                             <ul style="list-style-type: none"> <li>1. Incident response policy with organization-defined frequency; and</li> <li>2. Incident response procedures with organization-defined frequency.</li> </ul> </li> </ul> <p><i>CDSS and NIST Guidelines encourage agencies to consider establishing incident response teams or identifying individuals specifically responsible for addressing PII and CDSS data breaches.</i></p>
Supplemental Guidance (from NIST 800-53)	<p>This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the IR family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.</p>
Control Number	IR-2
Title	Incident Response Training
CDSS Requirement	<p>The organization must provide incident response training to information system users consistent with assigned roles and responsibilities:</p> <ul style="list-style-type: none"> <li>a. Within organization-defined time period of assuming an incident response role or responsibility;</li> <li>b. When required by information system changes; and</li> <li>c. With organization-defined frequency thereafter.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Incident response training provided by organizations is linked to the assigned roles and responsibilities of organizational personnel to ensure the appropriate content and level of detail is included in such training. For example, regular users may only need to know who to call or how to recognize an incident on the information system; system administrators may require additional training on how to handle/remediate incidents; and incident responders may receive more specific training on forensics, reporting, system recovery, and restoration. Incident response training includes user training in the identification and reporting of suspicious activities, both from external and internal sources. Related controls: AT-3, CP-3, IR-8.</p>
Control Number	IR-4
Title	Incident Handling
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Implements an incident handling capability for security incidents that includes preparation, detection and analysis, containment, eradication, and recovery;</li> <li>b. Coordinates incident handling activities with contingency planning activities; and</li> <li>c. Incorporates lessons learned from ongoing incident handling activities into incident response procedures, training, and testing, and implements the resulting changes accordingly.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Organizations recognize that incident response capability is dependent on the capabilities of organizational information systems and the mission/business processes being supported by those systems. Therefore, organizations consider incident response as part of the definition, design, and development of mission/business processes and information systems. Incident-related information can be obtained from a variety of sources including, for example, audit monitoring, network monitoring, physical access monitoring, user/administrator reports, and reported supply chain events. Effective incident handling capability includes coordination among many organizational entities including, for example, mission/business owners, information system owners, authorizing officials, human resources offices, physical and personnel security offices, legal departments, operations personnel, procurement offices, and the risk executive (function). Related controls: AU-6, CM-6, CP-2, CP-4, IR-2, IR-3, IR-8, PE-6, SC-5, SC-7, SI-3, SI-4, SI-7.</p>

Control Number	IR-8
Title	Incident Response Plan
CDSS Requirement	<p>The organization must:</p> <ol style="list-style-type: none"> <li>Develop an incident response plan that:                             <ol style="list-style-type: none"> <li>Provides the organization with a roadmap for implementing its incident response capability;</li> <li>Describes the structure and organization of the incident response capability;</li> <li>Provides a high-level approach for how the incident response capability fits into the overall organization;</li> <li>Meets the unique requirements of te organization, which relate to mission, size, structure, and functions;</li> <li>Defines reportable incidents;</li> <li>Provides metrics for measuring the incident response capability within the organization;</li> <li>Defines the resources and management support needed to effectively maintain and mature an incident response capability; and</li> <li>Is reviewed and approved by organization-defined personnel or roles;</li> </ol> </li> <li>Distribute copies of the incident response plan to organization-defined incident response personnel (identified by name and/or by role) and organizational elements;</li> <li>Review the incident response plan organization-defined frequency;</li> <li>Updates the incident response plan to address system/organizational changes or problems encountered during plan implementation, execution, or testing;</li> <li>Communicate incident response plan changes to organization-defined incident response personnel (identified by name and/or by role) and organizational elements]; and</li> <li>Protect the incident response plan from unauthorized disclosure and modification.</li> </ol>
Supplemental Guidance (from NIST 800-53)	<p>It is important that organizations develop and implement a coordinated approach to incident response. Organizational missions, business functions, strategies, goals, and objectives for incident response help to determine the structure of incident response capabilities. As part of a comprehensive incident response capability, organizations consider the coordination and sharing of information with external organizations, including, for example, external service providers and organizations involved in the supply chain for organizational information systems. Related controls: MP-2, MP-4, MP-5.</p>

9. Media Protection (MP)

Control Number	MP-2
Title	Media Access
CDSS Requirement	<p>The organization must:</p> <p>Restricts access to PII to County Workers who require access to PII for purposes of administering the program or as required for the administration of other public benefit programs.</p>
Supplemental Guidance (from NIST 800-53)	<p>Information system media includes both digital and non-digital media. Digital media includes, for example, diskettes, magnetic tapes, external/removable hard disk drives, flash drives, compact disks, and digital video disks. Non-digital media includes, for example, paper and microfilm. Restricting non-digital media access includes, for example, denying access to patient medical records in a community hospital unless the individuals seeking access to such records are authorized healthcare providers. Restricting access to digital media includes, for example, limiting access to design specifications stored on compact disks in the media library to the project leader and the individuals on the development team. Related controls: AC-3, IA-2, MP-4, PE-2, PE-3, PL-2.</p>
Control Number	MP-6
Title	Media Sanitization
CDSS Requirement	<p>The organization must:</p> <ol style="list-style-type: none"> <li>Sanitize media containing PII prior to disposal, release out of organizational control, or release for reuse in accordance with applicable federal and organizational standards and policies; and</li> <li>Employs sanitization mechanisms with the strength and integrity commensurate with the security category or classification of the information.</li> </ol>
Supplemental Guidance (from NIST 800-53)	<p>This control applies to all information system media, both digital and non-digital, subject to disposal or reuse, whether or not the media is considered removable. Examples include media found in scanners, copiers, printers, notebook computers, workstations, network components, and mobile devices. The sanitization process removes information from the media such that the information cannot be retrieved or reconstructed. Sanitization techniques, including clearing, purging, cryptographic erase, and destruction, prevent the disclosure of information to unauthorized individuals when such media is reused or released for disposal. Organizations determine the appropriate sanitization methods recognizing that destruction is sometimes necessary when other methods cannot be applied to media requiring sanitization. Organizations use discretion on the employment of approved sanitization techniques and procedures for media containing information deemed to be in the public domain or publicly releasable, or deemed to have no adverse impact on organizations or individuals if released for reuse or disposal. Sanitization of non-digital media includes, for example, removing a classified appendix from an otherwise unclassified document, or redacting selected sections or words from a document by obscuring the redacted sections/words in a manner equivalent in effectiveness to removing them from the document. NSA standards and policies control the sanitization process for media containing classified information. Related controls: MA-2, MA-4, RA-3, SC-4.</p>

10. Personnel Security (PS)

Control Number	PS-3
Title	Personnel Screening
CDSS Requirement	The organization must: a. Screen individuals (employees, contractors and agents) prior to authorizing access to the information system and PII.
Supplemental Guidance (from NIST 800-53)	Personnel screening and rescreening activities reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, guidance, and specific criteria established for the risk designations of assigned positions. Organizations may define different rescreening conditions and frequencies for personnel accessing information systems based on types of information processed, stored, or transmitted by the systems.
Control Number	PS-4
Title	Personnel Termination
CDSS Requirement	The organization, upon termination of individual employment, must: a. Disable information system access; b. Terminate/revoke any authenticators/credentials associated with the individual; c. Conduct exit interviews, as needed; d. Retrieve all security-related organizational information system-related property; e. Retain access to organizational information and information systems formerly controlled by terminated individual; and f. Notified organization-defined personnel upon termination.
Supplemental Guidance (from NIST 800-53)	Information system-related property includes, for example, hardware authentication tokens, system administration technical manuals, keys, identification cards, and building passes. Exit interviews ensure that terminated individuals understand the security constraints imposed by being former employees and that proper accountability is achieved for information system-related property. Security topics of interest at exit interviews can include, for example, reminding terminated individuals of nondisclosure agreements and potential limitations on future employment. Exit interviews may not be possible for some terminated individuals, for example, in cases related to job abandonment, illnesses, and non-availability of supervisors. Exit interviews are important for individuals with security clearances. Timely execution of termination actions is essential for individuals terminated for cause. In certain situations, organizations consider disabling the information system accounts of individuals that are being terminated prior to the individuals being notified. Related controls: AC-2, IA-4, PE-2, PS-5, PS-6.
Control Number	PS-6
Title	Access Agreements
CDSS Requirement	The organization must: a. Develop and document access agreements for organizational information systems; b. Reviews and updates the access agreements at organization-defined frequency; and c. Ensure that individuals requiring access to organizational information and information systems: 1. Sign appropriate access agreements prior to being granted access; and 2. Re-sign access agreements to maintain access to organizational information systems when access agreements have been updated or at an organization-defined frequency. CDSS requires that contracts for periodic disposal/destruction of case files or other print media contain a non-disclosure agreement signed by all personnel who will encounter products that contain PII.
Supplemental Guidance (from NIST 800-53)	Supplemental Guidance: Access agreements include, for example, nondisclosure agreements, acceptable use agreements, rules of behavior, and conflict-of-interest agreements. Signed access agreements include an acknowledgement that individuals have read, understand, and agree to abide by the constraints associated with organizational information systems to which access is authorized. Organizations can use electronic signatures to acknowledge access agreements unless specifically prohibited by organizational policy. Related control: PL-4, PS-2, PS-3, PS-4, PS-8.

Control Number	PS-7
Title	Third-Party Personnel Security
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Establishes personnel security requirements including security roles and responsibilities for county agents, subcontractors, and vendors;</li> <li>b. Requires third-party providers to comply with personnel security policies and procedures established by the organization;</li> <li>c. Documents personnel security requirements;</li> <li>d. Requires third-party providers to notify organization-defined personnel or roles of any personnel transfers or terminations of third-party personnel who possess organizational credentials and/or badges, or who have information system privileges within organization-defined time period; and</li> <li>e. Monitors provider compliance.</li> </ul> <p><i>The service level agreements with the contractors and agents must contain non-disclosure language as it pertains to PII. The statement shall include, at a minimum, a description of the following:</i></p> <ul style="list-style-type: none"> <li>1. <i>General Use of PII;</i></li> <li>2. <i>Security and Privacy Safeguards for PII;</i></li> <li>3. <i>Unacceptable Use of PII; and</i></li> <li>4. <i>Enforcement Policies.</i></li> </ul> <p><i>The county department/agency must retain the non-disclosure agreements for at least five (5) to seven (7) years for all contractors and agents who processes, views, or encounters PII as part of their duties</i></p>
Supplemental Guidance (from NIST 800-53)	<p>Third-party providers include, for example, service bureaus, contractors, and other organizations providing information system development, information technology services, outsourced applications, and network and security management. Organizations explicitly include personnel security requirements in acquisition-related documents. Third-party providers may have personnel working at organizational facilities with credentials, badges, or information system privileges issued by organizations. Notifications of third-party personnel changes ensure appropriate termination of privileges and credentials. Organizations define the transfers and terminations deemed reportable by security-related characteristics that include, for example, functions, roles, and nature of credentials/privileges associated with individuals transferred or terminated. Related controls: PS-2, PS-3, PS-4, PS-5, PS-6, SA-9, SA-21.</p>
Control Number	PS-8
Title	Personnel Sanctions
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Employ a formal sanctions process for individuals failing to comply with established information security policies and procedures; and</li> <li>b. Notify organization personnel within the organization-defined time period when a formal employee sanctions process is initiated, identifying the individual sanctioned and the reason for the sanction.</li> </ul> <p><i>If a member of the county's workforce, as defined at 45 CFR 160.103 and inclusive of an employee, contractor, or agent is subject to an adverse action by the organization (e.g., reduction in pay, disciplinary action, termination of employment, termination of contract for services), CDSS recommends the organization remove his or her access to PII in advance of the adverse action to reduce the possibility that will the individual will perform unauthorized activities that involve PII, if applicable.</i></p>
Supplemental Guidance (from NIST 800-53)	<p>Organizational sanctions processes reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Sanctions processes are described in access agreements and can be included as part of general personnel policies and procedures for organizations. Organizations consult with the Office of the General Counsel regarding matters of employee sanctions. Related controls: PL-4, PS-6.</p>

11.      **Physical and Environmental Protection (PE)**

<b>Control Number</b>	PE-3
<b>Title</b>	Physical Access Control
<b>CDSS Requirement</b>	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Enforce physical access authorizations at entry and exit points to the facility where the information system resides by;                             <ul style="list-style-type: none"> <li>1. Verifying individual access authorizations before granting access to the facility; and</li> <li>2. Controlling ingress/egress to the facility using physical access control systems/devices and/or guards;</li> </ul> </li> <li>b. Maintain physical access audit logs for entry and exit points;</li> <li>c. Provide security safeguards to control access to areas within the facility officially designated as publicly accessible;</li> <li>d. Escort visitors and monitors visitor activity;</li> <li>e. Secure keys, combinations, and other physical access devices;</li> <li>f. Inventory physical access devices;</li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>g. Changes combinations and keys at minimum when keys are lost, combinations are compromised, or individuals are transferred or terminated</li> </ul>
<b>Supplemental Guidance (from NIST 800-53)</b>	<p>This control applies to organizational employees and visitors. Individuals (e.g., employees, contractors, and others) with permanent physical access authorization credentials are not considered visitors. Organizations determine the types of facility guards needed including, for example, professional physical security staff or other personnel such as administrative staff or information system users. Physical access devices include, for example, keys, locks, combinations, and card readers. Safeguards for publicly accessible areas within organizational facilities include, for example, cameras, monitoring by guards, and isolating selected information systems and/or system components in secured areas. Physical access control systems comply with applicable federal laws, Executive Orders, directives, policies, regulations, standards, and guidance. The Federal Identity, Credential, and Access Management Program provides implementation guidance for identity, credential, and access management capabilities for physical access control systems. Organizations have flexibility in the types of audit logs employed. Audit logs can be procedural (e.g., a written log of individuals accessing the facility and when such access occurred), automated (e.g., capturing ID provided by a PIV card), or some combination thereof. Physical access points can include facility access points, interior access points to information systems and/or components requiring supplemental access controls, or both. Components of organizational information systems (e.g., workstations, terminals) may be located in areas designated as publicly accessible with organizations safeguarding access to such devices. Related controls: AU-2, AU-6, MP-2, MP-4, PE-2, PE-4, PE-5, PS-3, RA-3.</p>
<b>Control Number</b>	PE-6
<b>Title</b>	Monitoring Physical Access
<b>CDSS Requirement</b>	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Monitors physical access to the facility where the information system resides to detect and respond to physical security incidents;</li> <li>b. Reviews physical access logs organization-defined frequency and upon occurrence of security incidents; and</li> <li>c. Coordinates results of reviews and investigations with the organizational incident response capability.</li> </ul>
<b>Supplemental Guidance (from NIST 800-53)</b>	<p>Organizational incident response capabilities include investigations of and responses to detected physical security incidents. Security incidents include, for example, apparent security violations or suspicious physical access activities. Suspicious physical access activities include, for example: (i) accesses outside of normal work hours; (ii) repeated accesses to areas not normally accessed; (iii) accesses for unusual lengths of time; and (iv) out-of-sequence accesses. Related controls: CA-7, IR-4, IR-8.</p>

12. Planning (PL)

Control Number	PL-1
Title	Security Planning Policy and Procedures
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develop, document, and disseminate to personnel and organizations with access to PII:                             <ul style="list-style-type: none"> <li>1. A security planning policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and</li> <li>2. Procedures to facilitate the implementation of the security planning policy and associated security planning controls; and</li> </ul> </li> <li>b. Reviews and updates the current:                             <ul style="list-style-type: none"> <li>1. Security planning policy; and</li> <li>2. Security planning procedures.</li> </ul> </li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the PL family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.</p>
Control Number	PL-2
Title	System Security Plan
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develop a security plan for the information system that:                             <ul style="list-style-type: none"> <li>1. Is consistent with the organization’s enterprise architecture;</li> <li>2. Explicitly defines the authorization boundary for the system;</li> <li>3. Describes the operational context of the information system in terms of missions and business processes;</li> <li>4. Provides the security categorization of the information system including supporting rationale;</li> <li>5. Describes the operational environment for the information system and relationships with or connections to other information systems;</li> <li>6. Provides an overview of the security requirements for the system;</li> <li>7. Identifies any relevant overlays, if applicable;</li> <li>8. Describes the security controls in place or planned for meeting those requirements including a rationale for the tailoring decisions; and</li> <li>9. Is reviewed and approved by the authorizing official or designated representative prior to plan implementation;</li> </ul> </li> <li>b. Distribute copies of the security plan and communicates subsequent changes to the plan to personnel and organizations with security responsibilities;</li> <li>c. Review the security plan for the information system;</li> <li>d. Update the plan to address changes to the information system/environment of operation or problems identified during plan implementation or security control assessments; and</li> <li>e. Protect the security plan from unauthorized disclosure and modification.</li> </ul> <p><i>Organization's security plan should include detailed information specific to safeguarding Medi-Cal PII.</i></p>
Supplemental Guidance (from NIST 800-53)	<p>Security plans relate security requirements to a set of security controls and control enhancements. Security plans also describe, at a high level, how the security controls and control enhancements meet those security requirements, but do not provide detailed, technical descriptions of the specific design or implementation of the controls/enhancements. Security plans contain sufficient information (including the specification of parameter values for assignment and selection statements either explicitly or by reference) to enable a design and implementation that is unambiguously compliant with the intent of the plans and subsequent determinations of risk to organizational operations and assets, individuals, other organizations, and the Nation if the plan is implemented as intended. Organizations can also apply tailoring guidance to the security control baselines in Appendix D and CNSS Instruction 1253 to develop overlays for community-wide use or to address specialized requirements, technologies, or missions/environments of operation (e.g., DoD-tactical, Federal Public Key Infrastructure, or Federal Identity, Credential, and Access Management, space operations). Appendix I provides guidance on developing overlays.</p> <p>Security plans need not be single documents; the plans can be a collection of various documents including documents that already exist. Effective security plans make extensive use of references to policies, procedures, and additional documents (e.g., design and implementation specifications) where more detailed information can be obtained. This reduces the documentation requirements associated with security programs and maintains security-related information in other established management/operational areas related to enterprise architecture, system development life cycle, systems engineering, and acquisition. For example, security plans do not contain detailed contingency plan or incident response plan information but instead provide explicitly or by reference, sufficient information to define what needs to be accomplished by those plans. Related controls: AC-2, AC-6, AC-14, AC-17, AC-20, CA-2, CA-3, CA-7, CM-9, CP-2, IR-8, MA-4, MA-5, MP-2, MP-4, MP-5, PL-7, PM-1, PM-7, PM-8, PM-9, PM-11, SA-5, SA-17.</p>

13. Risk Assessment (RA)

Control Number	RA-1
Title	Risk Assessment Policy and Procedures
CDSS Requirement	The organization must: a. Develop, document, and disseminate to system owners using PII: 1. A risk assessment policy that addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and 2. Procedures to facilitate the implementation of the risk assessment policy and associated risk assessment controls.
Supplemental Guidance (from NIST 800-53)	This control addresses the establishment of policy and procedures for the effective implementation of selected security controls and control enhancements in the RA family. Policy and procedures reflect applicable federal laws, Executive Orders, directives, regulations, policies, standards, and guidance. Security program policies and procedures at the organization level may make the need for system-specific policies and procedures unnecessary. The policy can be included as part of the general information security policy for organizations or conversely, can be represented by multiple policies reflecting the complex nature of certain organizations. The procedures can be established for the security program in general and for particular information systems, if needed. The organizational risk management strategy is a key factor in establishing policy and procedures. Related control: PM-9.
Control Number	RA-3
Title	Risk Assessment
CDSS Requirement	The organization must: a. Conduct an assessment of risk, including the likelihood and magnitude of harm, from the unauthorized access, use, disclosure, disruption, modification, or destruction of the information system and the information it processes, stores, or transmits; b. Documents risk assessment results in a risk assessment report or organization defined risk report document. c. Review risk assessment results annually; and e. Update the risk assessment whenever there are significant changes to the information system or environment of operation (including the identification of new threats and vulnerabilities), or other conditions that may impact the security state of the system.
Supplemental Guidance (from NIST 800-53)	Clearly defined authorization boundaries are a prerequisite for effective risk assessments. Risk assessments take into account threats, vulnerabilities, likelihood, and impact to organizational operations and assets, individuals, other organizations, and the Nation based on the operation and use of information systems. Risk assessments also take into account risk from external parties (e.g., service providers, contractors operating information systems on behalf of the organization, individuals accessing organizational information systems, outsourcing entities). In accordance with OMB policy and related E-authentication initiatives, authentication of public users accessing federal information systems may also be required to protect nonpublic or privacy-related information. As such, organizational assessments of risk also address public access to federal information systems. Risk assessments (either formal or informal) can be conducted at all three tiers in the risk management hierarchy (i.e., organization level, mission/business process level, or information system level) and at any phase in the system development life cycle. Risk assessments can also be conducted at various steps in the Risk Management Framework, including categorization, security control selection, security control implementation, security control assessment, information system authorization, and security control monitoring. RA-3 is noteworthy in that the control must be partially implemented prior to the implementation of other controls in order to complete the first two steps in the Risk Management Framework. Risk assessments can play an important role in security control selection processes, particularly during the application of tailoring guidance, which includes security control supplementation. Related controls: RA-2, PM- 9.

Control Number	RA-5
Title	Vulnerability Scanning
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"><li>a. Scan for vulnerabilities in the information system and hosted applications at a minimum of a monthly basis and when new vulnerabilities potentially affecting the system/applications are identified and reported;</li><li>b. Employ vulnerability scanning tools and techniques that facilitate interoperability among tools and automate parts of the vulnerability management process by using standards for:<ul style="list-style-type: none"><li>1. Enumerating platforms, software flaws, and improper configurations;</li></ul></li><li>a. Analyze vulnerability scan reports and results from security control assessments;</li><li>b. Remediate legitimate vulnerabilities within organization defined time periods in accordance with an organizational assessment of risk; and</li><li>c. Share information obtained from the vulnerability scanning process and security control assessments with all impacted system owners to help eliminate similar vulnerabilities in other information systems (i.e., systemic weaknesses or deficiencies).</li></ul>
Supplemental Guidance (from NIST 800-53)	<p>Security categorization of information systems guides the frequency and comprehensiveness of vulnerability scans. Organizations determine the required vulnerability scanning for all information system components, ensuring that potential sources of vulnerabilities such as networked printers, scanners, and copiers are not overlooked. Vulnerability analyses for custom software applications may require additional approaches such as static analysis, dynamic analysis, binary analysis, or a hybrid of the three approaches. Organizations can employ these analysis approaches in a variety of tools (e.g., web-based application scanners, static analysis tools, binary analyzers) and in source code reviews. Vulnerability scanning includes, for example: (i) scanning for patch levels; (ii) scanning for functions, ports, protocols, and services that should not be accessible to users or devices; and (iii) scanning for improperly configured or incorrectly operating information flow control mechanisms. Organizations consider using tools that express vulnerabilities in the Common Vulnerabilities and Exposures (CVE) naming convention and that use the Open Vulnerability Assessment Language (OVAL) to determine/test for the presence of vulnerabilities. Suggested sources for vulnerability information include the Common Weakness Enumeration (CWE) listing and the National Vulnerability Database (NVD). In addition, security control assessments such as red team exercises provide other sources of potential vulnerabilities for which to scan. Organizations also consider using tools that express vulnerability impact by the Common Vulnerability Scoring System (CVSS). Related controls: CA-2, CA-7, CM-4, CM-6, RA-2, RA-3, SA-11, SI-2.</p>



14.     **Security Assessment and Authorization (CA)**

<b>Control Number</b>	CA-2
<b>Title</b>	Security Assessments
<b>CDSS Requirement</b>	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Develops a security assessment plan that describes the scope of the assessment including:                             <ul style="list-style-type: none"> <li>1. Security controls and control enhancements under assessment;</li> <li>2. Assessment procedures to be used to determine security control effectiveness; and</li> <li>3. Assessment environment, assessment team, and assessment roles and responsibilities;</li> </ul> </li> <li>b. Assesses the security controls in the information system and its environment of operation with organization-defined frequency to determine the extent to which the controls are implemented correctly, operating as intended, and producing the desired outcome with respect to meeting established security requirements;</li> <li>c. Produces a security assessment report that documents the results of the assessment; and</li> <li>d. Provides the results of the security control assessment to organization-defined individuals or roles.</li> </ul>
<b>Supplemental Guidance (from NIST 800-53)</b>	<p>Organizations assess security controls in organizational information systems and the environments in which those systems operate as part of: (i) initial and ongoing security authorizations; (ii) FISMA annual assessments; (iii) continuous monitoring; and (iv) system development life cycle activities. Security assessments: (i) ensure that information security is built into organizational information systems; (ii) identify weaknesses and deficiencies early in the development process; (iii) provide essential information needed to make risk-based decisions as part of security authorization processes; and (iv) ensure compliance to vulnerability mitigation procedures. Assessments are conducted on the implemented security controls from Appendix F (main catalog) and Appendix G (Program Management controls) as documented in System Security Plans and Information Security Program Plans. Organizations can use other types of assessment activities such as vulnerability scanning and system monitoring to maintain the security posture of information systems during the entire life cycle. Security assessment reports document assessment results in sufficient detail as deemed necessary by organizations, to determine the accuracy and completeness of the reports and whether the security controls are implemented correctly, operating as intended, and producing the desired outcome with respect to meeting security requirements. The FISMA requirement for assessing security controls at least annually does not require additional assessment activities to those activities already in place in organizational security authorization processes. Security assessment results are provided to the individuals or roles appropriate for the types of assessments being conducted. For example, assessments conducted in support of security authorization decisions are provided to authorizing officials or authorizing official designated representatives.</p> <p>To satisfy annual assessment requirements, organizations can use assessment results from the following sources: (i) initial or ongoing information system authorizations; (ii) continuous monitoring; or (iii) system development life cycle activities. Organizations ensure that security assessment results are current, relevant to the determination of security control effectiveness, and obtained with the appropriate level of assessor independence. Existing security control assessment results can be reused to the extent that the results are still valid and can also be supplemented with additional assessments as needed. Subsequent to initial authorizations and in accordance with OMB policy, organizations assess security controls during continuous monitoring. Organizations establish the frequency for ongoing security control assessments in accordance with organizational continuous monitoring strategies. Information Assurance Vulnerability Alerts provide useful examples of vulnerability mitigation procedures. External audits (e.g., audits by external entities such as regulatory agencies) are outside the scope of this control. Related controls: CA-5, CA-6, CA-7, PM-9, RA-5, SA-11, SA-12, SI-4.</p>

Control Number	CA-3
Title	System Interconnections
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Authorizes connections from the information system to other information systems through the use of Interconnection Security Agreements;</li> <li>b. Documents, for each interconnection, the interface characteristics, security requirements, and the nature of the information communicated; and</li> <li>c. Reviews and updates Interconnection Security Agreements [Assignment: organization-defined frequency].</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>This control applies to dedicated connections between information systems (i.e., system interconnections) and does not apply to transitory, user-controlled connections such as email and website browsing. Organizations carefully consider the risks that may be introduced when information systems are connected to other systems with different security requirements and security controls, both within organizations and external to organizations. Authorizing officials determine the risk associated with information system connections and the appropriate controls employed. If interconnecting systems have the same authorizing official, organizations do not need to develop Interconnection Security Agreements. Instead, organizations can describe the interface characteristics between those interconnecting systems in their respective security plans. If interconnecting systems have different authorizing officials within the same organization, organizations can either develop Interconnection Security Agreements or describe the interface characteristics between systems in the security plans for the respective systems. Organizations may also incorporate Interconnection Security Agreement information into formal contracts, especially for interconnections established between federal agencies and nonfederal (i.e., private sector) organizations. Risk considerations also include information systems sharing the same networks. For certain technologies (e.g., space, unmanned aerial vehicles, and medical devices), there may be specialized connections in place during preoperational testing. Such connections may require Interconnection Security Agreements and be subject to additional security controls. Related controls: AC-3, AC-4, AC-20, AU-2, AU-12, AU-16, CA-7, IA-3, SA-9, SC-7, SI-4.</p>
Control Number	CA-7
Title	Continuous Monitoring
CDSS Requirement	<p>The organization must develop a continuous monitoring strategy and implement a continuous monitoring program that includes:</p> <ul style="list-style-type: none"> <li>a. Establishment of PII security controls to be monitored;</li> <li>c. Ongoing security control assessments in accordance with the organizational continuous monitoring strategy;</li> <li>d. Ongoing security status monitoring of PII security controls in accordance with the organizational continuous monitoring strategy;</li> <li>e. Correlation and analysis of security-related information generated by assessments and monitoring;</li> <li>f. Response actions to address results of the analysis of security-related information; and</li> <li>g. Reporting the security status of organization and the information system to organization-defined personnel or roles and to CDSS when requested.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Continuous monitoring programs facilitate ongoing awareness of threats, vulnerabilities, and information security to support organizational risk management decisions. The terms continuous and ongoing imply that organizations assess/analyze security controls and information security-related risks at a frequency sufficient to support organizational risk-based decisions. The results of continuous monitoring programs generate appropriate risk response actions by organizations. Continuous monitoring programs also allow organizations to maintain the security authorizations of information systems and common controls over time in highly dynamic environments of operation with changing mission/business needs, threats, vulnerabilities, and technologies. Having access to security-related information on a continuing basis through reports/dashboards gives organizational officials the capability to make more effective and timely risk management decisions, including ongoing security authorization decisions. Automation supports more frequent updates to security authorization packages, hardware/software/firmware inventories, and other system information. Effectiveness is further enhanced when continuous monitoring outputs are formatted to provide information that is specific, measurable, actionable, relevant, and timely. Continuous monitoring activities are scaled in accordance with the security categories of information systems. Related controls: CA-2, CA-5, CA-6, CM-3, CM-4, PM-6, PM-9, RA-5, SA-11, SA-12, SI-2, SI-4.</p>

Control Number	CA-8
Title	Penetration Testing
CDSS Requirement	The organization must conduct penetration testing annually on systems storing, processing, or transmitting PII.
Supplemental Guidance (from NIST 800-53)	Penetration testing is a specialized type of assessment conducted on information systems or individual system components to identify vulnerabilities that could be exploited by adversaries. Such testing can be used to either validate vulnerabilities or determine the degree of resistance organizational information systems have to adversaries within a set of specified constraints (e.g., time, resources, and/or skills). Penetration testing attempts to duplicate the actions of adversaries in carrying out hostile cyber-attacks against organizations and provides a more in-depth analysis of security-related weaknesses/deficiencies. Organizations can also use the results of vulnerability analyses to support penetration testing activities. Penetration testing can be conducted on the hardware, software, or firmware components of an information system and can exercise both physical and technical security controls. A standard method for penetration testing includes, for example: (i) pretest analysis based on full knowledge of the target system; (ii) pretest identification of potential vulnerabilities based on pretest analysis; and (iii) testing designed to determine exploitability of identified vulnerabilities. All parties agree to the rules of engagement before the commencement of penetration testing scenarios. Organizations correlate the penetration testing rules of engagement with the tools, techniques, and procedures that are anticipated to be employed by adversaries carrying out attacks. Organizational risk assessments guide decisions on the level of independence required for personnel conducting penetration testing. Related control: SA-12.

15.      **System and Communications Protection (SC)**

Control Number	SC-7
Title	Boundary Protection
CDSS Requirement	The organization information system must: <ul style="list-style-type: none"> <li>a. Monitor and control communications at the external boundary of the system and at key internal boundaries within the system;</li> <li>b. Implements subnetworks for publicly accessible system components that are physically and logically separated from internal organizational networks; and</li> <li>c. Connect to external networks or information systems only through managed interfaces consisting of boundary protection devices arranged in accordance with an organizational security architecture.</li> </ul>
Supplemental Guidance (from NIST 800-53)	Managed interfaces include, for example, gateways, routers, firewalls, guards, network-based malicious code analysis and virtualization systems, or encrypted tunnels implemented within a security architecture (e.g., routers protecting firewalls or application gateways residing on protected subnetworks). Subnetworks that are physically or logically separated from internal networks are referred to as demilitarized zones or DMZs. Restricting or prohibiting interfaces within organizational information systems includes, for example, restricting external web traffic to designated web servers within managed interfaces and prohibiting external traffic that appears to be spoofing internal addresses. Organizations consider the shared nature of commercial telecommunications services in the implementation of security controls associated with the use of such services. Commercial telecommunications services are commonly based on network components and consolidated management systems shared by all attached commercial customers, and may also include third party-provided access lines and other service elements. Such transmission services may represent sources of increased risk despite contract security provisions. Related controls: AC-4, AC-17, CA-3, CM-7, CP-8, IR-4, RA-3, SC-5, SC-13.
Control Number	SC-8
Title	Transmission Confidentiality and Integrity
CDSS Requirement	The organization information system must: <ul style="list-style-type: none"> <li>Protect the confidentiality of transmitted information.</li> </ul>
Supplemental Guidance (from NIST 800-53)	This control applies to both internal and external networks and all types of information system components from which information can be transmitted (e.g., servers, mobile devices, notebook computers, printers, copiers, scanners, facsimile machines). Communication paths outside the physical protection of a controlled boundary are exposed to the possibility of interception and modification. Protecting the confidentiality and/or integrity of organizational information can be accomplished by physical means (e.g., by employing protected distribution systems) or by logical means (e.g., employing encryption techniques). Organizations relying on commercial providers offering transmission services as commodity services rather than as fully dedicated services (i.e., services which can be highly specialized to individual customer needs), may find it difficult to obtain the necessary assurances regarding the implementation of needed security controls for transmission confidentiality/integrity. In such situations, organizations determine what types of confidentiality/integrity services are available in standard, commercial telecommunication service packages. If it is infeasible or impractical to obtain the necessary security controls and assurances of control effectiveness through appropriate contracting vehicles, organizations implement appropriate compensating security controls or explicitly accept the additional risk. Related controls: AC-17, PE-4.

Control Number	SC-8(1)
Title	Transmission Confidentiality and Integrity   Cryptographic or Alternate Physical Protection
CDSS Requirement	The organization information system must implement cryptographic mechanisms to prevent unauthorized disclosure of information during transmission.
Supplemental Guidance (from NIST 800-53)	Encrypting information for transmission protects information from unauthorized disclosure and modification. Cryptographic mechanisms implemented to protect information integrity include, for example, cryptographic hash functions which have common application in digital signatures, checksums, and message authentication codes. Alternative physical security safeguards include, for example, protected distribution systems. Related control: SC-13.
Control Number	SC-13
Title	Cryptographic Protection
CDSS Requirement	The organization information system must implement FIPS 140-3 compliant encryption modules in accordance with applicable federal laws, Executive Orders, directives, policies, regulations, and standards.
Supplemental Guidance (from NIST 800-53)	Cryptography can be employed to support a variety of security solutions including, for example, the protection of classified and Controlled Unclassified Information, the provision of digital signatures, and the enforcement of information separation when authorized individuals have the necessary clearances for such information but lack the necessary formal access approvals. Cryptography can also be used to support random number generation and hash generation. Generally applicable cryptographic standards include FIPS-validated cryptography and NSA-approved cryptography. This control does not impose any requirements on organizations to use cryptography. However, if cryptography is required based on the selection of other security controls, organizations define each type of cryptographic use and the type of cryptography required (e.g., protection of classified information: NSA-approved cryptography; provision of digital signatures: FIPS-validated cryptography). Related controls: AC-2, AC-3, AC-7, AC-17, AC-18, AU-9, AU-10, CM-11, CP-9, IA-3, IA-7, MA-4, MP-2, MP-4, MP-5, SA-4, SC-8, SC-12, SC-28, SI-7.
Control Number	SC-28
Title	Protection of Information at Rest
CDSS Requirement	The organization information system must: Protect the confidentiality of PII at rest.
Supplemental Guidance (from NIST 800-53)	This control addresses the confidentiality and integrity of information at rest and covers user information and system information. Information at rest refers to the state of information when it is located on storage devices as specific components of information systems. System-related information requiring protection includes, for example, configurations or rule sets for firewalls, gateways, intrusion detection/prevention systems, filtering routers, and authenticator content. Organizations may employ different mechanisms to achieve confidentiality and integrity protections, including the use of cryptographic mechanisms and file share scanning. Integrity protection can be achieved, for example, by implementing Write-Once-Read-Many (WORM) technologies. Organizations may also employ other security controls including, for example, secure off-line storage in lieu of online storage when adequate protection of information at rest cannot otherwise be achieved and/or continuous monitoring to identify malicious code at rest. Related controls: AC-3, AC-6, CA-7, CM-3, CM-5, CM-6, PE-3, SC-8, SC-13, SI-3, SI-7.

16.     **System and Information Integrity (SI)**

<b>Control Number</b>	SI-2
<b>Title</b>	Flaw Remediation
<b>CDSS Requirement</b>	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Identify, report, and correct information system flaws;</li> <li>b. Tests software and firmware updates related to flaw remediation for effectiveness and potential side effects before installation;</li> <li>c. Installs security-relevant software and firmware updates, within acceptable organization standards, of the release of the updates; and</li> <li>d. Incorporates flaw remediation into the organizational configuration management process.</li> </ul>
<b>Supplemental Guidance (from NIST 800-53)</b>	<p>Organizations identify information systems affected by announced software flaws including potential vulnerabilities resulting from those flaws, and report this information to designated organizational personnel with information security responsibilities. Security-relevant software updates include, for example, patches, service packs, hot fixes, and anti-virus signatures. Organizations also address flaws discovered during security assessments, continuous monitoring, incident response activities, and system error handling. Organizations take advantage of available resources such as the Common Weakness Enumeration (CWE) or Common Vulnerabilities and Exposures (CVE) databases in remediating flaws discovered in organizational information systems. By incorporating flaw remediation into ongoing configuration management processes, required/anticipated remediation actions can be tracked and verified. Flaw remediation actions that can be tracked and verified include, for example, determining whether organizations follow US-CERT guidance and Information Assurance Vulnerability Alerts. Organization-defined time periods for updating security-relevant software and firmware may vary based on a variety of factors including, for example, the security category of the information system or the criticality of the update (i.e., severity of the vulnerability related to the discovered flaw). Some types of flaw remediation may require more testing than other types. Organizations determine the degree and type of testing needed for the specific type of flaw remediation activity under consideration and also the types of changes that are to be configuration-managed. In some situations, organizations may determine that the testing of software and/or firmware updates is not necessary or practical, for example, when implementing simple anti-virus signature updates. Organizations may also consider in testing decisions, whether security-relevant software or firmware updates are obtained from authorized sources with appropriate digital signatures. Related controls: CA-2, CA-7, CM-3, CM-5, CM-8, MA-2, IR-4, RA-5, SA-10, SA-11, SI-11.</p>
<b>Control Number</b>	SI-3
<b>Title</b>	Malicious Code Protection
<b>CDSS Requirement</b>	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Employ malicious code protection mechanisms at information system entry and exit points to detect and eradicate malicious code;</li> <li>b. Update malicious code protection mechanisms whenever new releases are available in accordance with organizational configuration management policy and procedures;</li> <li>c. Configure malicious code protection mechanisms to:                             <ul style="list-style-type: none"> <li>1. Perform periodic scans of the information system and real-time scans of files from external sources at the endpoint and network entry/exit points as the files are downloaded, opened, or executed in accordance with organizational security policy; and</li> <li>2. Block malicious code or quarantine malicious code, and send alert to administrator for incident handling in response to malicious code detection; and</li> </ul> </li> <li>d. Address the receipt of false positives during malicious code detection and eradication and the resulting potential impact on the availability of the information system</li> </ul>
<b>Supplemental Guidance (from NIST 800-53)</b>	<p>Information system entry and exit points include, for example, firewalls, electronic mail servers, web servers, proxy servers, remote-access servers, workstations, notebook computers, and mobile devices. Malicious code includes, for example, viruses, worms, Trojan horses, and spyware. Malicious code can also be encoded in various formats (e.g., UUENCODE, Unicode), contained within compressed or hidden files, or hidden in files using steganography. Malicious code can be transported by different means including, for example, web accesses, electronic mail, electronic mail attachments, and portable storage devices. Malicious code insertions occur through the exploitation of information system vulnerabilities. Malicious code protection mechanisms include, for example, anti-virus signature definitions and reputation-based technologies. A variety of technologies and methods exist to limit or eliminate the effects of malicious code. Pervasive configuration management and comprehensive software integrity controls may be effective in preventing execution of unauthorized code. In addition to commercial off-the-shelf software, malicious code may also be present in custom-built software. This could include, for example, logic bombs, back doors, and other types of cyber attacks that could affect organizational missions/business functions. Traditional malicious code protection mechanisms cannot always detect such code. In these situations, organizations rely instead on other safeguards including, for example, secure coding practices, configuration management and control, trusted procurement processes, and monitoring practices to help ensure that software does not perform functions other than the functions intended. Organizations may determine that in response to the detection of malicious code, different actions may be warranted. For example, organizations can define actions in response to malicious code detection during periodic scans, actions in response to detection of malicious downloads, and/or actions in response to detection of maliciousness when attempting to open or execute files. Related controls: CM-3, MP-2, SA-4, SA-8, SA-12, SA-13, SC-7, SC-26, SC-44, SI-2, SI-4, SI-7.</p>

Control Number	SI-4
Title	Information System Monitoring
CDSS Requirement	<p>The organization must:</p> <ul style="list-style-type: none"> <li>a. Monitor the information system to detect:                             <ul style="list-style-type: none"> <li>1. Attacks and indicators of potential attacks in accordance with organization-defined monitoring objectives; and</li> <li>2. Unauthorized local, network, and remote connections;</li> </ul> </li> <li>b. Identify unauthorized use of the information system through organization-defined techniques and methods;</li> <li>c. Deploy monitoring devices:                             <ul style="list-style-type: none"> <li>1. Strategically within the information system to collect organization-determined essential information; and</li> <li>2. At ad hoc locations within the system to track specific types of transactions of interest to the organization;</li> </ul> </li> <li>d. Protect information obtained from intrusion-monitoring tools from unauthorized access, modification, and deletion;</li> <li>e. Heighten the level of information system monitoring activity whenever there is an indication of increased risk to organizational operations and assets, individuals, other organizations, or the Nation based on law enforcement information, intelligence information, or other credible sources of information; Relevant risk would apply to anything impacting the confidentiality integrity or availability of the information system.</li> <li>f. Obtain legal opinion with regard to information system monitoring activities in accordance with applicable federal laws, Executive Orders, directives, policies, or regulations; and</li> <li>g. Provides organization-defined information system monitoring information to organization-defined personnel and CDSS as needed.</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Information system monitoring includes external and internal monitoring. External monitoring includes the observation of events occurring at the information system boundary (i.e., part of perimeter defense and boundary protection). Internal monitoring includes the observation of events occurring within the information system. Organizations can monitor information systems, for example, by observing audit activities in real time or by observing other system aspects such as access patterns, characteristics of access, and other actions. The monitoring objectives may guide determination of the events. Information system monitoring capability is achieved through a variety of tools and techniques (e.g., intrusion detection systems, intrusion prevention systems, malicious code protection software, scanning tools, audit record monitoring software, network monitoring software). Strategic locations for monitoring devices include, for example, selected perimeter locations and near server farms supporting critical applications, with such devices typically being employed at the managed interfaces associated with controls SC-7 and AC-17. Einstein network monitoring devices from the Department of Homeland Security can also be included as monitoring devices. The granularity of monitoring information collected is based on organizational monitoring objectives and the capability of information systems to support such objectives. Specific types of transactions of interest include, for example, Hyper Text Transfer Protocol (HTTP) traffic that bypasses HTTP proxies. Information system monitoring is an integral part of organizational continuous monitoring and incident response programs. Output from system monitoring serves as input to continuous monitoring and incident response programs. A network connection is any connection with a device that communicates through a network (e.g., local area network, Internet). A remote connection is any connection with a device communicating through an external network (e.g., the Internet). Local, network, and remote connections can be either wired or wireless. Related controls: AC-3, AC-4, AC-8, AC-17, AU-2, AU-6, AU-7, AU-9, AU-12, CA-7, IR-4, PE-3, RA-5, SC-7, SC-26, SC-35, SI-3, SI-7.</p>

Control Number	SI-4(5)
Title	Information System Monitoring   System Generated Alerts
CDSS Requirement	<p>The information system alerts County Worker when the following indications of compromise or potential compromise occur</p> <ol style="list-style-type: none"> <li>1. Protected system files or directories have been modified without notification from the appropriate change/configuration management channels.</li> <li>2. System performance indicates resource consumption that is inconsistent with expected operating conditions.</li> <li>3. Auditing functionality has been disabled or modified to reduce audit visibility.</li> <li>4. Audit or log records have been deleted or modified without explanation.</li> <li>5. The system is raising alerts or faults in a manner that indicates the presence of an abnormal condition.</li> <li>6. Resource or service requests are initiated from clients that are outside of the expected client membership set.</li> <li>7. The system reports failed logins or password changes for administrative or key service accounts.</li> <li>8. Processes and services are running that are outside of the baseline system profile.</li> <li>9. Utilities, tools, or scripts have been saved or installed on production systems without clear indication of their use or purpose.</li> </ol>
Supplemental Guidance (from NIST 800-53)	Alerts may be generated from a variety of sources, including, for example, audit records or inputs from malicious code protection mechanisms, intrusion detection or prevention mechanisms, or boundary protection devices such as firewalls, gateways, and routers. Alerts can be transmitted, for example, telephonically, by electronic mail messages, or by text messaging. Organizational personnel on the notification list can include, for example, system administrators, mission/business owners, system owners, or information system security officers. Related controls: AU-5, PE-6.
Control Number	SI-4(13)
Title	Information System Monitoring   Analyze Traffic / Event Patterns
CDSS Requirement	<p>The organization must:</p> <ol style="list-style-type: none"> <li>a. Analyzes communications traffic/event patterns for the information system;</li> <li>b. Develops profiles representing common traffic patterns and/or events; and</li> <li>c. Uses the traffic/event profiles in tuning system-monitoring devices to reduce the number of false positives and the number of false negatives.</li> </ol>
Supplemental Guidance (from NIST 800-53)	None

17.     **System and Services Acquisition (SA)**

Control Number	SA-9
Title	External Information System Services
CDSS Requirement	<p>The organization must:</p> <ol style="list-style-type: none"> <li>a. Require that providers of external information system services comply with organizational information security requirements and employ organization-defined security controls in accordance with CDSS PSA, applicable federal laws, Executive Orders, directives, policies, regulations, standards, and guidance;</li> <li>b. Defines and documents government oversight and user roles and responsibilities with regard to external information system services; and</li> <li>c. Employs organization-defined processes, methods, and techniques to monitor security control compliance by external service providers on an ongoing basis.</li> </ol> <p><i>The state organization will provide its contractors and agents with copies of the Agreement, related IEAs, and all related attachments before initial disclosure of PII to such contractors and agents. Prior to signing the Agreement, and thereafter at CDSS’s request, the state organization will obtain from its contractors and agents a current list of the employees of such contractors and agents with access to PII and provide such lists to CDSS.</i></p>
Supplemental Guidance (from NIST 800-53)	External information system services are services that are implemented outside of the authorization boundaries of organizational information systems. This includes services that are used by, but not a part of, organizational information systems. FISMA and OMB policy require that organizations using external service providers that are processing, storing, or transmitting federal information or operating information systems on behalf of the federal government ensure that such providers meet the same security requirements that federal agencies are required to meet. Organizations establish relationships with external service providers in a variety of ways including, for example, through joint ventures, business partnerships, contracts, interagency agreements, lines of business arrangements, licensing agreements, and supply chain exchanges. The responsibility for managing risks from the use of external information system services remains with authorizing officials. For services external to organizations, a chain of trust requires that organizations establish and retain a level of confidence that each participating provider in the potentially complex consumer-provider relationship provides adequate protection for the services rendered. The extent and nature of this chain of trust varies based on the relationships between organizations and the external providers. Organizations document the basis for trust relationships so the relationships can be monitored over time. External information system services documentation includes government, service providers, end user security roles and responsibilities, and service-level agreements. Service-level agreements define expectations of performance for security controls, describe measurable outcomes, and identify remedies and response requirements for identified instances of noncompliance. Related controls: CA-3, IR-7, PS-7.

Control Number	SA-11
Title	Developer Security Testing And Evaluation
CDSS Requirement	<p>The organization must require the developer of the information system, system component, or information system service to:</p> <ul style="list-style-type: none"> <li>a. Create and implement a security assessment plan;</li> <li>b. Perform [Selection (one or more): unit; integration; system; regression] testing/evaluation at [Assignment: organization-defined depth and coverage];</li> <li>c. Produce evidence of the execution of the security assessment plan and the results of the security testing/evaluation;</li> <li>d. Implement a verifiable flaw remediation process; and</li> <li>e. Correct flaws identified during security testing/evaluation</li> </ul>
Supplemental Guidance (from NIST 800-53)	<p>Supplemental Guidance: Developmental security testing/evaluation occurs at all post-design phases of the system development life cycle. Such testing/evaluation confirms that the required security controls are implemented correctly, operating as intended, enforcing the desired security policy, and meeting established security requirements. Security properties of information systems may be affected by the interconnection of system components or changes to those components. These interconnections or changes (e.g., upgrading or replacing applications and operating systems) may adversely affect previously implemented security controls. This control provides additional types of security testing/evaluation that developers can conduct to reduce or eliminate potential flaws. Testing custom software applications may require approaches such as static analysis, dynamic analysis, binary analysis, or a hybrid of the three approaches. Developers can employ these analysis approaches in a variety of tools (e.g., web-based application scanners, static analysis tools, binary analyzers) and in source code reviews. Security assessment plans provide the specific activities that developers plan to carry out including the types of analyses, testing, evaluation, and reviews of software and firmware components, the degree of rigor to be applied, and the types of artifacts produced during those processes. The depth of security testing/evaluation refers to the rigor and level of detail associated with the assessment process (e.g., black box, gray box, or white box testing). The coverage of security testing/evaluation refers to the scope (i.e., number and type) of the artifacts included in the assessment process. Contracts specify the acceptance criteria for security assessment plans, flaw remediation processes, and the evidence that the plans/processes have been diligently applied. Methods for reviewing and protecting assessment plans, evidence, and documentation are commensurate with the security category or classification level of the information system. Contracts may specify documentation protection requirements. Related controls: CA-2, CM-4, SA-3, SA-4, SA-5, SI-2.</p>



## **B. Minimum Cloud Security Requirements**

County Department/Agency and any agents, subcontractors, and vendors storing PII in a cloud service must comply with the Cloud Computing Policy, State Administration Manual (SAM) Sections 4983-4983.1, and employ the capabilities in the Cloud Security Standard, SIMM 5315-B to protect information and systems in cloud services as outlined below.

1. Identify and classify assets to focus and prioritize efforts in aligning business needs and risk management.
2. Each information asset for which the County Department/Agency entity has ownership responsibility shall be inventoried and identified to include the following:
  - a. Description and value of the information asset.
  - b. Owner of the information asset.
  - c. Custodians of the information asset.
  - d. Users of the information asset.
  - e. Classification of information.
  - f. [FIPS Publication 199](#) categorization and level of protection (Low, Moderate, or High).
  - g. Importance of information assets to the execution of the Agency/state entity's mission and program function.
  - h. Potential consequences and impacts if confidentiality, integrity, and availability of the information asset were compromised.
3. Security of cloud services stems from managing authentication and fine-grained authorization. To safeguard cloud systems, County Department/Agency shall establish processes and procedures to ensure:
  - a. Maintenance of user identities, including both provisioning and de-provisioning;
  - b. Enforcement of password policies or more advanced multifactor mechanisms to authenticate users and devices;
  - c. Management of access control rules, limiting access to the minimum necessary to complete defined responsibilities;
  - d. Separation of duties to avoid functional conflicts;
  - e. Periodic recertification of access control rules to identify those that are no longer needed or provide overly broad clearance;
  - f. Use of privileged accounts that can bypass security are restricted and audited;
  - g. Systems to administer access based on roles are defined and installed; and
  - h. Encryption keys and system security certificates are effectively generated, exchanged, stored and safeguarded.
4. Infrastructure protection controls limit the impact of unintended access or potential vulnerabilities. PaaS and SaaS resources may already have these controls implemented by the service provider. County Department/Agency must configure information assets to provide only

essential capabilities.

5. County Department/Agency are entrusted with protecting the integrity and confidentiality of data processed by their information systems. Cloud technologies simplify data protection by providing managed data storage services with native protection and backup features, but these features must be configured and managed appropriately.
  6. Detective controls identify potential security threats or incidents, supporting timely investigation and response. County Department/Agency must continuously identify and remediate vulnerabilities.
  7. Response controls enable timely event and incident response which is essential to reducing the impact if an incident were to occur. Compliance with incident management requirements as outlined in VII. Notification and Investigation of Breaches and Security Incidents.
  8. Recover controls facilitate long-term recovery activities following events or incidents. With cloud services, primarily SaaS solutions, the services provider hosts the data in its application, and unless properly planned and provisioned for in the contract with the service provider it may be difficult or impossible to obtain the data in a usable format at contract termination. County Department/Agency must ensure agreements with cloud service providers include recover controls.
- C. **Minimum Necessary.** Only the minimum necessary amount of PII required to perform required business functions applicable to the terms of this Agreement may be used, disclosed, copied, downloaded, or exported.
- D. **Transmission and Storage of PII.** All persons that will be working with PII shall employ FIPS 140-2 or greater approved security functions as described in section 6.2.2 of NIST SP 800-140Cr1 encryption of PII at rest and in motion unless County Department/Agency determines it is not reasonable and appropriate to do so based upon a risk assessment, and equivalent alternative measures are in place and documented as such. In addition, County Department/Agency shall maintain, at a minimum, the most current industry standards for transmission and storage of CDSS data and other confidential information.
- E. **DHCS Remote Work Policy.** County Department/Agency, its County Workers and any agents, subcontractors, and vendors accessing PII pursuant to this PSA when working remotely, shall follow reasonable policies and procedures that are equivalent to or better than the DHCS Remote Work Policy, as published in [Medi-Cal Eligibility Division Informational Letter \(MEDIL\) | 23-35E](#). Working remotely means working from a physical location not under the control of the person's employer.

If DHCS changes the terms of the DHCS Remote to Work Policy, DHCS will, as soon as reasonably possible, supply copies to CWDA and the County Department/Agency or its designee as well as DCHS' proposed target date for compliance. For a period of thirty (30) days, DHCS will accept input from

CWDA and the County Department/Agency or its designee on the proposed changes. DHCS will issue a new policy in a future MEDIL. If the County Department/Agency is unable to comply with these standards, the CWD will be asked to develop a Plan of Action and Milestones (POA&M) detailing a concrete roadmap to becoming fully compliant with the policy's standard. The POA&M must be provided to CDSS for review and approval. Any CWDA who is under a POA&M will be required to provide quarterly updates to DHCS until the fully compliant.

## VI. **AUDIT CONTROLS**

- A. ***Audit Control Mechanisms.*** The County Department/Agency shall ensure audit control mechanisms are in place that are compliant with the Technical Security Controls within Section V of this Agreement.
- B. ***Anomalies.*** When the County Department/Agency or CDSS suspects MEDS usage anomalies, the County Department/Agency shall work with CDSS to investigate the anomalies and report conclusions of such investigations and remediation to CDSS.
- C. ***Notification to CDSS in event County Department/Agency is subject to other Audit.*** If County Department/Agency is the subject of an audit, compliance review, investigation, or any proceeding that is related to the performance of its obligations pursuant to this Agreement, or is the subject of any judicial or administrative proceeding alleging a violation of law related to the privacy and security of PII, including but not limited to PII, the County Department/Agency shall promptly notify CDSS unless it is legally prohibited from doing so.

## VII. **PAPER, RECORD, AND MEDIA CONTROLS**

- A. ***Supervision of Data.*** PII shall not be left unattended at any time, unless it is locked in a file cabinet, file room, desk, or office at the individual's place of employment or at home when working remotely. Unattended means that information may be observed by an individual not authorized to access the information.
- B. ***Data in Vehicles.*** The County Department/Agency shall have policies that include, based on applicable risk factors, a description of the circumstances under which the County Workers can transport PII, as well as the physical security requirements during transport. A County Department/Agency that chooses to permit its County Workers to leave records unattended in vehicles, shall include provisions in its policies to provide that the PII is stored in a non-visible area such as a trunk, that the vehicle is locked, and that under no circumstances permit PII to be left unattended in a vehicle overnight or for other extended periods of time.

- C. **Public Modes of Transportation.** PII shall not be left unattended at any time in airplanes, buses, trains, etc., inclusive of baggage areas. This should be included in training due to the nature of the risk.
- D. **Escorting Visitors.** Visitors to areas where PII is contained shall be escorted, and PII shall be kept out of sight while visitors are in the area.
- E. **Confidential Destruction.** PII shall be disposed of through confidential means, such as cross cut shredding or pulverizing.
- F. **Removal of Data.** PII shall not be removed from the premises of County Department/Agency except for justifiable business purposes.
- G. **Faxing.**
  - 1. Faxes containing PII shall not be left unattended and fax machines shall be in secure areas.
  - 2. Faxes shall contain a confidentiality statement notifying persons receiving faxes in error to destroy them and notify the sender.
  - 3. Fax numbers shall be verified with the intended recipient before sending the fax.
- H. **Mailing.**
  - 1. Mailings containing PII shall be sealed and secured from damage or inappropriate viewing of PII to the extent possible.
  - 2. Mailings that include 500 or more individually identifiable records containing PII in a single package shall be sent using a tracked mailing method that includes verification of delivery and receipt.

## VIII. **NOTIFICATION AND INVESTIGATION OF BREACHES AND SECURITY INCIDENTS**

During the term of this Agreement, the County Department/Agency agrees to implement reasonable systems for the discovery and prompt reporting of any breach or security incident, and to take the following steps:

### A. **Initial Notice to DHCS:**

The County Department/Agency shall notify DHCS using DHCS' online incident reporting portal of any suspected security incident, intrusion, or unauthorized access, use, or disclosure of PII or potential loss of PII. When making notification, the following applies:

1. If a suspected security incident involves PII provided or verified by SSA, the County Department/Agency shall immediately notify DHCS upon discovery. For more information on SSA data, please see the Definition section of this Agreement.
2. If a suspected security incident does not involve PII provided or verified by SSA, the County Department/Agency shall notify DHCS promptly and in no event later than one working day of discovery of:
  - a. Unsecured PII if the PII is reasonably believed to have been accessed or acquired by an unauthorized person;
  - b. Any suspected security incident which risks unauthorized access to PII and/or;
  - c. Any intrusion or unauthorized access, use, or disclosure of PII in violation of this Agreement; or
  - d. Potential loss of PII affecting this Agreement.

Notice to DHCS shall include all information known at the time the incident is reported. The County Department/Agency can submit notice via the DHCS incident reporting portal which is available online at:

<https://www.dhcs.ca.gov/formsandpubs/laws/priv/Pages/default.aspx>

If DHCS' online incident reporting portal is unavailable, notice to DHCS can instead be made via email using the DHCS Privacy Incident Report (PIR) form. The email address to submit a PIR can be found on the PIR and in subsection H of this section. The County Department/Agency shall use the most current version of the PIR, which is available online at:

<https://www.dhcs.ca.gov/formsandpubs/laws/priv/Documents/Privacy-Incident-Report-PIR.pdf>.

If the County Department/Agency is unable to notify DHCS the via the Incident Reporting Portal or email, notification can be made by telephone using the contact information listed in subsection H.

A breach shall be treated as discovered by the County Department/Agency as of the first day on which the breach is known, or by exercising reasonable diligence would have been known, to any person (other than the person committing the breach), who is an employee, officer or other agent of the County Department.

Upon discovery of a breach, security incident, intrusion, or unauthorized access, use, or disclosure of PII, the County Department/Agency shall take:

1. Prompt corrective action to mitigate any risks or damages involved with the security incident or breach; and

2. Any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations.
- B. **Investigation of Security Incident or Breach.** The County Department/Agency shall immediately investigate such a security incident, breach, or unauthorized use of PII.
- C. **Complete Report.** Within ten (10) working days of the discovery the County Department/Agency shall provide any additional information related to the incident requested by DHCS. The County Department/Agency shall make reasonable efforts to provide DHCS with such information.

The complete report must include an assessment of all known factors relevant to a determination of whether a breach occurred under applicable federal and state laws. The report shall include a full, detailed corrective action plan (CAP) including mitigating measures that were taken to halt and/or contain the improper use or disclosure.

If DHCS requests additional information related to the incident, the County Department/Agency shall make reasonable efforts to provide DHCS with such information. If necessary, the County Department/Agency shall submit an updated report with revisions and/or additional information after the Completed Report has been provided. DHCS will review and determine whether a breach occurred and whether individual notification is required. DHCS will maintain the final decision making over a breach determination.

- D. **Notification of Individuals.** If the cause of a breach is solely attributable to County Department/Agency or its agents, County Department/Agency shall notify individuals accordingly and shall pay all costs of such notifications as well as any costs associated with the breach. The notifications shall comply with applicable federal and state law. DHCS shall approve the time, manner, and content of any such notifications and their review and approval must be obtained before the notifications are made. DHCS and the County Department/Agency shall work together to ensure that notification of individuals is done in compliance with statutory deadlines within applicable federal and state law.

If the cause of a breach is solely attributable to CDSS, CDSS shall pay all costs of such notifications as well as any costs associated with the breach. If there is any question as to whether CDSS or the County Department/Agency is responsible for the breach or CDSS and the County Department/Agency acknowledge that both are responsible for the breach, CDSS and the County Department/Agency shall jointly determine responsibility for purposes of allocating the costs.

1. All notifications (regardless of breach status) regarding beneficiaries'

PII shall comply with the requirements set forth in Section 1798.29 of the California Civil Code and Section 17932 of Title 42 of United States Code, inclusive of its implementing regulations, including but not limited to the requirement that the notifications be made without unreasonable delay and in no event later than **sixty (60) calendar days** from discovery.

**E. *Responsibility for Reporting of Breaches***

1. ***Breach Attributable to County Department/Agency.*** If the cause of a breach of PII is attributable to the County Department/Agency or its agents, subcontractors, or vendors, the County Department/Agency shall be responsible for all required reporting of the breach.
2. ***Breach Attributable to CDSS.*** If the cause of the breach is attributable to CDSS, CDSS shall be responsible for all required reporting of the breach.

**F. *Coordination of Reporting.*** When applicable law requires the breach be reported to a federal or state agency, or that notice be given to media outlets, DHCS (if the breach involves MEDS or SSA data), CDSS, and the County Department/Agency shall coordinate to ensure such reporting is compliant with applicable law and prevent duplicate reporting and to jointly determine responsibility for purposes of allocating the costs of such reports, if any.

**G. *Submission of Sample Notification to Attorney General:*** If the cause of the breach is attributable to the County Department/Agency or an agent, subcontractor, or vendor of the County Department/Agency and if notification to more than 500 individuals is required pursuant to California Civil Code section 1798.29, regardless of whether County Department/Agency is considered only a custodian and/or non-owner of the PII, County Department/Agency shall, at its sole expense and at the sole election of DHCS, either:

1. Electronically submit a single sample copy of the security breach notification, excluding any personally identifiable information, to the Attorney General pursuant to the format, content, and timeliness provisions of Section 1798.29, subdivision (e). County Department/Agency shall inform the DHCS Privacy Officer of the time, manner, and content of any such submissions prior to the transmission of such submissions to the Attorney General; or
2. Cooperate with and assist DHCS in its submission of a sample copy of the notification to the Attorney General.

**H. *CDSS and DHCS Contact Information.*** The County Department/Agency shall utilize the below contact information to direct all communication/notifications of

breach and security incidents to CDSS and DHCS. CDSS reserves the right to make changes to the contact information by giving written notice to the County Department/Agency. Said changes shall not require an amendment to this Agreement or any other agreement into which it is incorporated.

### **CDSS Breach and Security Incident Reporting**

California Department of Social Services  
Information Security and Privacy Office  
Department of Health Care Services

744 P Street, MS 9-10-59  
Sacramento, CA 95814-6413

Email: [GEN1370@dss.ca.gov](mailto:GEN1370@dss.ca.gov) Telephone: (916) 651-5558  
*The preferred method of communication is email, when available. Do not include any PII unless requested by CDSS.*

### **DHCS Breach and Security Incident Reporting**

Privacy Officer  
c/o Data Privacy Unit  
Department of Health Care Services

P.O. Box 997413, MS 0011  
Sacramento, CA 95899-7413

Email: [incidents@dhcs.ca.gov](mailto:incidents@dhcs.ca.gov) Telephone: (916) 445-4646  
*The preferred method of communication is email, when available. Do not include any PII unless requested by DHCS*

## **IX. CDSS PSA CONTACTS**

The County Department/Agency shall utilize the below contact information for any PSA-related inquiries or questions. CDSS reserves the right to make changes to the contact information by giving written notice to the County Department/Agency. Said changes shall not require an amendment to this Agreement or any other agreement into which it is incorporated. *Please use the contact information listed in Section VIII of this Agreement for any PII incident or breach reporting.*



## **PSA Inquires and Questions**

Department of Social Services  
Information Security and Privacy Office - PSA  
744 P Street, MS-10-59  
Sacramento, CA 95814-6413

Email: [iso@dss.ca.gov](mailto:iso@dss.ca.gov)

## **X. COMPLIANCE WITH SSA AGREEMENT**

The County Department/Agency agrees to comply with applicable privacy and security requirements in the Computer Matching and Privacy Protection Act Agreement (CMPPA) between SSA and the California Health and Human Services Agency (CalHHS), in the Information Exchange Agreement (IEA) between SSA and DHCS, and in the Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with SSA (TSSR), which are incorporated into this Agreement within section V. Technical Security Controls and Exhibit A (available upon request).

If there is any conflict between a privacy and security standard in the CMPPA, IEA or TSSR, and a standard in this Agreement, the most stringent standard shall apply. The most stringent standard means the standard which provides the greatest protection to PII.

If SSA changes the terms of its agreement(s) with CDSS, CDSS will, as soon as reasonably possible after receipt, supply copies to County Welfare Directors Association (CWDA) and the County Department/Agency or its designee as well as CDSS' proposed target date for compliance. For a period of thirty (30) days, CDSS will accept input from CWDA and the County Department/Agency or its designee on the proposed target date and make adjustments, if appropriate. After the thirty (30) day period, CDSS will submit the proposed target date to SSA, which will be subject to adjustment by SSA. Once a target date for compliance is determined by SSA, CDSS will supply copies of the changed agreement to CWDA and the County Department/Agency or its designee, along with the compliance date expected by SSA. If the County Department/Agency is not able to meet the SSA compliance date, the County Department/Agency will be asked to develop a Plan of Action and Milestones POAM detailing a concrete roadmap to becoming fully compliant with the policy's standard. The POAM must be provided to CDSS for review and approval. Any County Department/Agency who is under a POAM will be required to provide quarterly updates to CDSS until the fully compliant.

A copy of Exhibit A can be requested by authorized County Department/Agency individuals from CDSS using the contact information listed in Section IX of this Agreement.

## **XI. COMPLIANCE WITH DEPARTMENT OF HOMELAND SECURITY**

## **AGREEMENT**

The County Department/Agency agrees to comply with substantive privacy and security requirements in the Computer Matching Agreement (CMA) between the Department of Homeland Security, United States Citizenship and Immigration Services (DHS-USCIS) and CDSS, which is hereby incorporated into this Agreement (Exhibit B) and available upon request. If there is any conflict between a privacy and security standard in the CMA and a standard in this Agreement, the most stringent standard shall apply. The most stringent standard means the standard which provides the greatest protection to PII.

If DHS-USCIS changes the terms of its agreement(s) with CDSS, CDSS will, as soon as reasonably possible after receipt, supply copies to the CWDA and the County Department/Agency or its designee as well as CDSS' proposed target date for compliance. For a period of thirty (30) days, CDSS will accept input from CWDA and the County Department/Agency or its designee on the proposed target date and make adjustments, if appropriate. After the 30-day period, CDSS will submit the proposed target date to DHS-USCIS, which will be subject to adjustment by DHS-USCIS. Once a target date for compliance is determined by DHS-USCIS, CDSS will supply copies of the changed agreement to CWDA and the County Department/Agency or its designee, along with the compliance date expected by DHS-USCIS. If the County Department/Agency is not able to meet the DHS-USCIS compliance date, the POA&M must be provided to CDSS for review and approval. Any County Department/Agency who is under a POA&M will be required to provide quarterly updates to CDSS until the fully compliant.

A copy of Exhibit B can be requested by authorized County Department/Agency individuals from CDSS using the contact information listed in Section IX of this Agreement.

## **XII. COUNTY DEPARTMENT'S/AGENCY'S AGENTS, SUBCONTRACTORS, AND VENDORS**

The County Department/Agency agrees to enter into written agreements with all agents, subcontractors and vendors that have access to County Department/Agency PII. These agreements will impose, at a minimum, the same restrictions and conditions that apply to the County Department/Agency with respect to PII upon such agents, subcontractors, and vendors. These shall include, (1) restrictions on disclosure of PII, (2) conditions regarding the use of appropriate administrative, physical, and technical safeguards to protect PII, and, where relevant, (3) the requirement that any breach, security incident, intrusion, or unauthorized access, use, or disclosure of PII be reported to the County Department/Agency. If the agents, subcontractors, and vendors of County Department/Agency access data provided to CDSS and/or DHCS by SSA or DHS-USCIS, the County Department/Agency shall also incorporate the Agreement's Exhibits into each subcontract or subaward with agents, subcontractors, and vendors.

County Departments/Agencies who would like assistance or guidance with this

requirement are encouraged to contact CDSS via email at iso@dss.ca.gov.

### **XIII. ASSESSMENTS AND REVIEWS**

In order to enforce this Agreement and ensure compliance with its provisions and Exhibits, the County Department/Agency agrees to assist CDSS or DHCS (on behalf of CDSS) in performing compliance assessments. These assessments may involve compliance review questionnaires, and/or review of the facilities, systems, books, and records of the County Department/Agency, with reasonable notice from CDSS or DHCS. Such reviews shall be scheduled at times that take into account the operational and staffing demands. The County Department/Agency agrees to promptly remedy all violations of any provision of this Agreement and certify the same to the CDSS in writing, or to enter into a POA&M with CDSS containing deadlines for achieving compliance with specific provisions of this Agreement.

### **XIV. ASSISTANCE IN LITIGATION OR ADMINISTRATIVE PROCEEDINGS**

In the event of litigation or administrative proceedings involving CDSS based upon claimed violations by the County Department/Agency of the privacy or security of PII or of federal or state laws or agreements concerning privacy or security of PII, the County Department/Agency shall make all reasonable effort to make itself and County Workers assisting in the administration of their program and using or disclosing PII available to CDSS at no cost to CDSS to testify as witnesses. CDSS shall also make all reasonable efforts to make itself and any subcontractors, agents, and employees available to the County Department/Agency at no cost to the County Department/Agency to testify as witnesses, in the event of litigation or administrative proceedings involving the County Department/Agency based upon claimed violations by CDSS of the privacy or security of PII or of state or federal laws or agreements concerning privacy or security of PII.

### **XV. AMENDMENT OF AGREEMENT**

CDSS and the County Department/Agency acknowledge that federal and state laws relating to data security and privacy are rapidly evolving and that amendment of this Agreement may be required to ensure compliance with such changes. Upon request by CDSS, the County Department/Agency agrees to promptly enter into negotiations with CDSS concerning an amendment to this Agreement as may be needed by changes in federal and state laws and regulations or NIST 800-53. In addition to any other lawful remedy, CDSS may terminate this Agreement upon 30 days written notice if the County Department/Agency does not promptly agree to enter into negotiations to amend this Agreement when requested to do so or does not enter into an amendment that CDSS deems necessary.

### **XVI. TERMINATION**

This Agreement shall terminate on September 1, 2028, regardless of the date the Agreement is executed by the parties. The parties can agree in writing to extend the term of the Agreement. County Department/Agency's requests for an extension shall

be approved by CDSS and limited to no more than a six (6) month extension.

- A. **Survival:** All provisions of this Agreement that provide restrictions on disclosures of PII and that provide administrative, technical, and physical safeguards for the PII in the County Department/Agency's possession shall continue in effect beyond the termination or expiration of this Agreement and shall continue until the PII is destroyed or returned to CDSS.

**XVII. TERMINATION FOR CAUSE**

Upon CDSS' knowledge of a material breach or violation of this Agreement by the County Department/Agency, CDSS may provide an opportunity for the County Department/Agency to cure the breach or end the violation and may terminate this Agreement if the County Department/Agency does not cure the breach or end the violation within the time specified by CDSS. This Agreement may be terminated immediately by CDSS if the County Department/Agency has breached a material term and CDSS determines, in its sole discretion, that cure is not possible or available under the circumstances. Upon termination of this Agreement, the County Department/Agency shall return or destroy all PII in accordance with Section VII, above. The provisions of this Agreement governing the privacy and security of the PII shall remain in effect until all PII is returned or destroyed and CDSS receives a certificate of destruction.

**XVIII. SIGNATORIES**

The signatories below warrant and represent that they have the competent authority on behalf of their respective agencies to enter into the obligations set forth in this Agreement.

The authorized officials whose signatures appear below have committed their respective agencies to the terms of this Agreement. The contract is effective no later than ten calendar weeks after the date this ACL was issued.

For the County of \_\_\_\_\_,

Department/Agency of \_\_\_\_\_,

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

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

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

For the California Department of Social Services,

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

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

Chief, Contracts Bureau

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

## **EXHIBIT A**

Exhibit A consists of the current versions of the following documents, copies of which can be requested by the County Department/Agency information security and privacy staff, or other authorized county official from CDSS by using the contact information listed in Section IX of this Agreement.

- Computer Matching and Privacy Protection Act Agreement between the SSA and California Health and Human Services Agency
- Information Exchange Agreement between SSA and DHCS
- Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with the SSA (TSSR)

## **EXHIBIT B**

Exhibit B consists of the current version of the following document, a copy of which can be requested by the County Department/Agency information security and privacy staff, or other authorized county official from CDSS by using the contact information listed in Section IX of this Agreement.

- Computer Matching Agreement between the Department of Homeland Security, United States Citizenship and Immigration Services (DHS-USCIS) and California Department of Social Services (CDSS)

## **EXHIBIT C**

Exhibit C consists of the current version of the SIMM-5300-A, a copy of which can be requested by the County Department/Agency information security and privacy staff, or other authorized county official from CDSS by using the contact information listed in Section IX of this Agreement. The SIMM-5300-A can be used as guidance for implementing security controls found in NIST SP 800-53.

## Adobe Pro Digital ID-Electronic Signature Instructions

*Follow these steps to create a secure digital signature in Acrobat Sign.*

1. *Open and click.*  
*Open the attached 2024 CDSS Privacy and Security Agreement (PSA) and click in the applicable signature field to review and sign.*
2. *Click the prompt in the document.*
3. *Choose your signature source and name.*  
*Sign documents with a cloud signature by selecting the name of your digital ID certificate provider. If you don't have a certificate, sign up with one listed on the Adobe Approved Trust List.*
4. *Sign in and apply your digital signature.*  
*Sign into your digital ID provider and select your digital ID. Click Next to apply the signature to the document.*
5. *Preview your signature.*  
*Click Edit Signature to sign with your mouse or touch screen or upload an image of your signature. Then click OK.*
6. *Authenticate your signature.*  
*Select Click to Sign. Enter your digital ID provider's PIN and one-time passcode to authenticate your digital signature. Once you've authenticated, Acrobat Sign will automatically send you and the sender the final signed document.*
7. **Signatures must include a time/date stamp. See example below. Please ensure the signature is valid.**

**Example:**





# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2025-865

### Fee Waiver for Inyo County Office of Education - Request to Reserve Millpond Public Works ACTION REQUIRED

#### ITEM SUBMITTED BY

Jorge Briceno, Parks & Recreation Manager

#### ITEM PRESENTED BY

Jorge Briceno, Parks & Recreation Manager

#### RECOMMENDED ACTION:

Authorize a fee waiver to Inyo County Office of Education for the reservation of the gazebo area at Millpond Park on May 9, 2026, in an amount not to exceed \$50, for the reservation fee set in the "Facility Use Permit."

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Parks Manager is in support of Inyo County Office of Education's mission and supports waiving their fee to support the ICOE. The reservation was submitted by Nikki Hart to reserve Millpond Park gazebo area on May 9, 2026. This reservation does not replace other reservations made by the public and does not require any extra resources from Parks and Recreation.

#### FISCAL IMPACT:

<b>Funding Source</b>	General Fund	<b>Budget Unit</b>	076900
<b>Budgeted?</b>	No	<b>Object Code</b>	4792
<b>Recurrence</b>	One-Time Expenditure	<b>Sole Source?</b>	N/a

If Sole Source, provide justification below

<b>Current Fiscal Year Impact</b>
Loss of \$50.00 in revenue
<b>Future Fiscal Year Impacts</b>
N/A
<b>Additional Information</b>

#### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

The alternative is to have ICOE pay for their reservation fee (\$50.00) and deposit.



**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

Inyo County Office of Education, Adult Education

**STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Enhanced Health, Social, & Senior Services

**APPROVALS:**

Jorge Briceno	Created/Initiated - 01/12/2026
Darcy Israel	Approved - 01/13/2026
Teresa Elliott	Approved - 01/13/2026
Michael Errante	Approved - 01/16/2026
Jorge Briceno	Approved - 01/22/2026
Amy Shepherd	Approved - 01/22/2026
Keri Oney	Approved - 01/23/2026
John Vallejo	Approved - 01/26/2026
Denelle Carrington	Final Approval - 01/27/2026

**ATTACHMENTS:**

1. Application for Special Event



COUNTY OF INYO / PARKS AND RECREATION  
1360 NORTH MAIN ST  
BISHOP, CA 93514



Telephone: 760.873.5577  
Fax: 760.873.5599  
kcarrington@inyocounty.us

**Application for Special Event / Facility Use Permit**

Applicant/Permittee Name: Nikki Hart Organization: Inyo County Office of Education  
Phone #: 760 709 0142 Email: njensen@inyocoe.org  
Address: 151 N Main St Bishop, CA 93514

**EVENT INFO**

Park/Campground Requested: Millpond Recreation Area Event Date(s): 5/9/2026  
Purpose/Type of Event: Fundraiser  
Start time (set-up): 12:00 PM End time (clean up): 8:00 PM  
Activities (be specific): yard games, 50/50 raffle  
Anticipated Attendance: 100 Will minors (under 18) be present: ☒ YES ☐ NO

**EVENT DETAILS**

- Is event open to the general public? ☒ YES ☐ NO Will you be charging admission? ☒ YES ☐ NO
- Is this a fundraiser? ☒ YES ☐ NO For what organization? ICOE Adult Education
- NO BOUNCE HOUSES & NO SLIP AND SLIDES NH (please initial)
- NO OPEN FLAMES BESIDES IN OUTDOOR FIRE PITS CLEARED OF NEARBY DEBRIS NH (please initial)
- DO NOT ATTACH ITEMS TO LIGHT FIXTURES NH (please initial)
- DO NOT OVERFILL TRASH CANS NH (please initial)
- DO NOT LEAVE EXCESS TRASH ON SITE NH (please initial)
- Will you be holding any of the following activities? ☐ YES ☒ NO CIRCLE THOSE THAT APPLY  
*gun/knife show, wine/liquor tasting, haunted house, fireworks, athletic event, overnight camping*
- Describe decorations (Adhesives are not allowed): none

**FEES\*** (Fee waivers may be available for certain nonpolitical/noncommercial community service event.)

Enclose two (2) checks or money orders made payable to Inyo County:

- \$50.00 check/money order for the Day Use Fee
- \$150.00 check/money order for the refundable deposit  
(ADD \$100.00 to your deposit if you will have alcohol.)

\*Fees subject to change.

**SERVICES**

- Will you be using a caterer? ☒ YES ☐ NO Caterer's Name & Phone: TBP
- Will caterer be selling alcohol? ☐ YES ☒ NO
- Will there be security at this event? ☐ YES ☒ NO Security Company: \_\_\_\_\_
- Do you need electricity? ☐ YES ☒ NO
- Do you need tables unlocked? ☒ YES ☐ NO

**DEPOSIT & DAMAGES**

Permittee shall be responsible for any damage or loss to furniture, fixtures, equipment, facilities, or property. Any person, group, or permittee causing damage, loss, or excessive cleanup shall forfeit deposit and be required to pay any additional costs incurred to restore the furniture, fixtures, equipment, facilities, or property. County staff will inspect the premises after the event and determine what portion, if any, of the deposit to refund. Inyo County will seek restitution for costs to return furniture, fixtures, equipment, facilities, or property to their original condition in excess of the value of your deposit. **Therefore, return everything to original condition.**



**Application for Special Event / Facility Use Permit**

**CONDUCT OF PERSONS**

Permittee shall be responsible for the orderly conduct of all persons, groups, and any associated pets and vehicles present or using the premises by invitation of the Permittee, whether expressed or implied, during all times covered by the Special Event / Facility Use Permit, as issued by the Parks Manager. At the County's discretion, Permittee may be required to provide security personnel and post-event remediation services.

**ALCOHOL**

Alcohol may be permitted by the Parks Manager during an event under certain conditions with insurance and additional precautions. In addition, the California Department of Alcohol Beverage Control ([www.abc.ca.gov](http://www.abc.ca.gov)) requires a license if alcohol is offered for sale, and Inyo County Environmental Health (760.878.0238) may require a health permit if food is involved. If these agencies require a license or health permit, Permittee must provide copies to Inyo County prior to event.

If Permittee will be supplying alcoholic beverages or if the event is BYOB, the Permittee's general liability insurance must include host liquor liability coverage in an amount not less than \$1,000,000 (one million) per occurrence. 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.

• **Will alcohol be present at this event?** ☐ YES ☒ NO **If yes, please complete the rest of this section.**  
*If you mark no, and alcohol is discovered, the deposit may be forfeited, and other action may be taken.*

- Will consumption be limited to a fixed/secured area? ☐ YES ☐ NO
- Have those serving alcohol had alcohol awareness training? ☐ YES ☐ NO
- Have those serving alcohol been instructed not to serve minors or intoxicated guests? ☐ YES ☐ NO
- Is a designated driver program in place? ☐ YES ☐ NO

How will alcohol be provided? (Select one of the following)

- ☐ Distributed free of charge at free event by event host/employees/volunteers
- ☐ Distributed free of charge by event host/employees/volunteers, but admission fee is charged
- ☐ Distributed free of charge by licensed caterer
- ☐ Bring your own beverage
- ☐ Sold by the glass/cup by organizer (ABC License may be required)
- ☐ Sold by third party and third party keeps all proceeds (Third party must be licensed and insured)
- ☐ Sold by third party and proceeds shared with Permittee (Additional documentation may be required)

**ADVERTISING, SOLICITATION, & SALES**

The following are not permitted without the express written approval of the Parks Manager:

- Distribute any handbills or circulars
- Post, place, or erect bills, notices, paper, or advertising
- Publicize an event prior to obtaining necessary permit/s and paying all fees
- Sell or offer for sale any merchandise, articles, etc.
- Practice, carry on, conduct, or solicit on behalf of any trade, occupation, business, or profession



**Application for Special Event / Facility Use Permit**

**INDEMNITY**

By submitting this application, Permittee agrees to indemnify and defend Inyo County, its officials, officers, employees or volunteers (hereafter "Inyo County") against all losses arising from this event, and holds Inyo County harmless from and against all claims, actions, damages, costs (including without limitations and attorney's fees), injuries, or liability, arising out of Permittees' or its vendors' and/or subcontractors' acts, errors or omissions, negligence, or wrongful conduct (regardless of Inyo County's passive negligence, if any) in connection with this application and permit. Use of and parking at county facilities is at the exclusive risk of the permittee and their guests.

**INSURANCE REQUIREMENTS**

Per Inyo County Code 12.18.100, all Special Event / Facility Use permittees must procure insurance to the satisfaction of the County Risk Manager, unless a waiver is granted by the County Risk Manager. Permittee shall procure and maintain for the duration of the permit period insurance against claims for injuries to persons and damages to property which may arise from or in connection with the rental/permit of the facilities and the activities of the Permittee and any associated guests, agents, representatives, employees, or subcontractors. Coverage shall be at least as broad as Insurance Services Form CG 00 01 coverage general liability on an "occurrence" basic, including property damage, bodily injury, personal & advertising injury, and liquor liability (if alcohol is permitted) **with limits no less than \$1,000,000 per occurrence, \$2,000,000 aggregate**. At the discretion of the County Risk Manager, higher minimum limits may be required due to anticipated activities or expected number of attendees. If 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 higher limits maintained by the Permittee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Inyo County. Inyo County, its officials, officers, agents, employees, and volunteers are to be covered as additional insureds on the general liability policy with respect to liability arising out of the Special Event / Facility Use permit, work or operations performed on or on behalf of the Permittee including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage and additional insured status may be provided as an endorsement on the Permittee's insurance.

You must attach a certificate of insurance to this application. Failure to submit a certificate of insurance will result in denial of this application. The certificate holder box must read: "Inyo County, 1360 N. Main St, Bishop, CA 93514; [risk@inyocounty.us](mailto:risk@inyocounty.us)." **The description box must list the date and location of the event as well as the following:** "Inyo County, its officials, officers, agents, employees, and volunteers are additional insured with respect to liability arising out of or in connect to event. All liability policies are primary and noncontributory as respects Inyo County. A 30-day notice of cancellation will be provided to certificate holder. Insured hereby grants a waiver of any right to subrogation which any insurer of the Insured may acquire against Inyo County by virtue of the payment of any loss under such insurance."

**INSURANCE WAIVER REQUEST**

County Risk Manager may waive the insurance requirements in certain circumstances in consideration of the planned activities, location, and attendance. **An insurance waiver does not relieve the permittee of their indemnification obligation.** No waiver shall be granted for athletic events, events with alcohol, commercial events, outdoor events expecting more than 250 attendees, or higher risk events identified as such by the County Risk Manager. Examples of events that might qualify for an insurance waiver include a small community event, child's birthday party, health education seminar, memorial, community outreach. **To request a waiver, explain here why your event should qualify for an insurance waiver:** \_\_\_\_\_

COUNTY OF INYO / PARKS AND RECREATION  
1360 NORTH MAIN ST  
BISHOP, CA 93514



Telephone: 760.873.5577  
Fax: 760.873.5599  
kcarrington@inyocounty.us

**Application for Special Event / Facility Use Permit**

**ATHLETIC EVENTS**

Events with athletic activities have the following additional requirements: (1) Permittee shall provide a complete site safety plan with a route map prior to the event; (2) Permittee shall provide evidence that the general liability policy includes coverage for injuries to athletic participants; (3) Permittee shall provide evidence of Participant Accident Insurance or copies of participant waivers to be used; and (4) Permittee shall provide completed participant waivers to County Risk Manager upon request in a timely manner after the event. No waiver of the insurance requirement may be granted for events with athletic activities.

**ADDITIONAL INFORMATION**

Please write any special requests or additional information for the Parks Manager here:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AUTHORIZED SIGNATURE**

I have read, understand, and agree to abide by the fees, rules, regulations, and provisions stated on this application, including but not limited to the indemnification section, and any special instructions provided to me or my organization by the Parks Manager. I will have no bounce houses and no slip and slides, I will have no open flames besides in designated outdoor fire pits cleared of nearby debris, I will not attach items to light fixtures, I will not overfill trashcans, and I will not leave trash on site. I will bring extra trash bags, and I will report any damage to property or injury to persons within eight hours to the phone number at the top of this page. I understand that trash or damages left behind may result in forfeiture of my deposit as well as possible other actions. By signing this application, I personally, or on behalf of the organization I am authorized to represent, bind the organization or myself to the terms and conditions set forth on the four pages of this permit.

Applicant/Permittee: N. Hart Date: 9/22/25

**APPROVALS – Applicant please do not write below here.**

1. Risk Manager: \_\_\_\_\_ Date: \_\_\_\_\_

If insurance waiver is approved, Risk Manager will initial here: \_\_\_\_\_

2. Parks Manager: [Signature] Date: 10/8/2025

*COPIES: Once all three signatures are complete, payment (if applicable) is received, and insurance is received or waived, please send one PDF of all 4 pages to Risk, and one complete PDF to Permittee. Original goes to Department. Thanks!*

~~-the end-~~





# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-23

### Golden Mussel Workshop County Counsel/County Administrator NO ACTION REQUIRED

#### ITEM SUBMITTED BY

John Vallejo, County Counsel

#### ITEM PRESENTED BY

John Vallejo, County Counsel

#### RECOMMENDED ACTION:

A) Conduct a workshop regarding the request from the Los Angeles Department of Water and Power and California Department of Fish and Wildlife for Inyo County to implement an ordinance to help prevent the introduction of golden mussels to the Eastern Sierra watershed; and B) Provide any follow-up direction to staff as necessary.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Golden Mussel is an incredibly fast-spreading invasive species that has overtaken nearly the length of California in less than one year. The mussel, which will severely damage fisheries and water infrastructure, already spread through the Sacramento–San Joaquin Delta and down much of the west side of the state, more than 250 miles south to Silverwood Reservoir (San Bernardino County). Although other invasive muscle species already threaten local waterways, the Golden Mussel is considered to be a greater threat due to its ability to survive in the more extreme environments existing in our regional alpine lakes that typically do not provide habitat for other invasive species. Without active efforts to educate the visiting public about this threat and a mandatory inspection and decontamination requirement for boats, it is highly likely that the golden mussel will be introduced into the Eastern Sierra watersheds and severely impact local aquaculture, water infrastructure, and our fishing economy.

Once established, an infestation is irreversible. Given that threat, Inyo County staff engaged with Mono County, the California Department of Fish and Wildlife (CDFW), the Town of Mammoth Lakes, the Inyo County Fish and Wildlife Commission, the Los Angeles Department of Water and Power, Southern California Edison, the City of Bishop, and the Inyo County Sheriff and District Attorney, to consider how we can collaboratively work together to help prevent the introduction of the Golden Mussel to our regional waterways.

This agenda item will feature a presentation by CDFW, and staff will present a draft ordinance for your Board's consideration. The ordinance was drafted in close collaboration with Mono County, and included the participation of the Town of Mammoth Lakes (TOML). Our goal is to create a mandatory inspection and decontamination program for all trailered boats in the region, with reciprocity between the two County (and TOML) programs. Additionally, we seek to partner with CDFW and USFS to help with law enforcement. As reflected in the draft ordinance, the basic structure of the program is as follows:

- All trailered boats within Inyo County (and Mono) will be required to undergo inspection for golden

mussels and decontaminated if needed.

- All trailered boats that are inspected / decontaminated will receive a registration sticker evidencing compliance with the ordinance requirement.
- Boats from out-of-the area must obtain a new sticker each calendar month.
- Boats stored and used locally (Inyo and Mono) must obtain a new sticker each calendar year, and after each time they travel out of the region.
- Inspections and decontamination services may be provided by anyone the County approves (i.e. could be a commercial opportunity).
- Failure to comply is subject to criminal penalties, as either an infraction or misdemeanor, along with fines, and the potential for boats to be impounded until inspected and decontaminated.

While the draft ordinance creates the foundation of the prevention program, it does not create or implement the components of the program required to provide the inspection and decontamination services. Additionally, it does not create a new program for public education regarding, and enforcement of, the ordinance. Those components of a prevention program still need to be developed and funded. Also of importance, the Inyo County public waterways with boat ramps / access at issue are Diaz Lake, Klondike Lake, North Lake, South Lake, Sabrina, and Rock Creek Lake. However, Inyo County currently provides inspection and decontamination services for those with campground reservations at Diaz Lake (which we do not currently have the capacity to scale-up), and LADWP currently provides the same for Klondike Lake.

With the above in mind, our current understanding of how the program will function is as follows:

- The Eastern Sierra Interpretive Association (ESIA) appears willing to provide personnel to conduct the inspection and decontamination services in Mono and Inyo Counties, at two locations, seven (7) days a week. The currently-projected cost for the 2026 fishing season is \$60,000.
- The USFS appears willing to make the Mono Basin Visitors Center and the Lone Pine Visitors Center available as locations on which the inspections / decontamination services can occur. However, the Lone Pine location may not be practical given the waterways Inyo County needs to cover are at the north end of the County (North Lake, South Lake, Sabrina, and Rock Creek,) and if a visitor doesn't have a sticker by the time they arrive in Bishop it seems likely that they will not be motivated to drive all the way down to Lone Pine for that purpose. The USFS also appears willing to help enforce the ordinance on USFS lands.
- LADWP appears willing to provide several decontamination units, a location in Bishop to conduct the inspections / decontamination, some funding toward ESIA's personnel, and to continue to perform the inspections / decontamination it has historically during fishing season.
- CDFW appears willing to provide a decontamination unit, dedicate a new staff member toward this effort, and for its law enforcement personnel assist with calls.
- SCE is still evaluating its position and has not yet offered anything to help with this effort.
- The Bishop Chamber of Commerce appears willing to engage in the education campaign.

In addition to the above, Inyo County reached out the Bishop Paiute Tribe, Big Pine Paiute Tribe, Fort Independence Indian Reservation, and Lone Pine Paiute-Shoshone Tribe, regarding their interest in joining the collective effort. We look forward to engaging with them further as the project takes shape. Major pieces still needing to be addressed by the collective group include, but are not limited to, funding for the ESIA employees, any fees for the program, boots on the ground for enforcement assistance, coordinating an effective education campaign, and funding for those additional efforts. Additionally, staff is still researching whether the additional administrative lien enforcement mechanism is needed to make this program effective.

We look forward to the discussion with your Board, hearing any feedback regarding the draft ordinance,



and discussing how, if at all, to address the relatively limited resources available for a potentially significant undertaking.

#### **FISCAL IMPACT:**

There is no fiscal impact associated with this workshop.

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

Your Board could decline to conduct this workshop. This is not recommended given the serious threat to our local aquaculture and economy created by the potential infestation of our local waterways with golden mussels.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

#### **STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Climate Resilience and Natural Resource Protection  
**Economic Enhancement** | Sustainable Recreation Initiatives

#### **APPROVALS:**

Darcy Israel	Created/Initiated - 01/27/2026
Darcy Israel	Approved - 01/27/2026
John Vallejo	Approved - 01/27/2026
Denelle Carrington	Final Approval - 01/27/2026

#### **ATTACHMENTS:**

1. Draft Ordinance - Golden Mussel
2. CDFW Presentation - Golden Mussels



## **INYO COUNTY CODE CHAPTER 10.70: WATER VESSEL INSPECTION PROGRAM**

### **Section. 10.70.010 - Findings.**

A

Aquatic non-native invasive freshwater mussel species pose a significant and imminent threat to the water bodies within the County of Inyo. Non-native invasive mussel species have already created serious and irreparable harm to bodies of water located in other locations in the United States and California. Once introduced into a water body, these mussels proliferate at an alarming rate, drastically altering the ecosystem of that water body, harming and/or consuming native species and food resources within the ecosystems they infest. Non-native invasive mussels additionally pose a significant and imminent threat to the water distribution systems of Inyo County which draw water from water bodies within the County. These mussels attach to inside water treatment intake structures, pipes, and facilities to such a significant degree that the ability to distribute water through existing, and in some cases, antiquated infrastructure, will be severely compromised.

B

Presently, it does not appear that any water body in Inyo County has been infested with Non-native invasive mussels. However, water vessels entering Inyo County from other areas of the state and country may have recently been launched in infested counties or waters, making those vessels at high risk to carry mussels (adults and larvae) into Inyo County waters.

C

An inspection and decontamination program is integral to the preservation of the water bodies and water distribution systems within the County of Inyo, and to the drainages from Inyo County.

D

This article is enacted under the police power of the County pursuant to Article XI, Section 7 of the California Constitution which authorizes the County to adopt and enforce regulations for the protection of the public health, safety, and welfare that are not in conflict with general laws.

### **• 10.70.020. - Definitions.**

For purposes of this article, the following words and phrases shall have the following meanings:

A

“Affidavit of Compliance” means a declaration to be executed by all water vessel owners and operators who wish to launch said vessels in a water body in the County of Inyo which attests to the responsibility of that owner/operator to ensure that his/her water vessel is properly inspected and, if necessary, decontaminated prior to launching.

## B

“Authorized Inspector” means an individual authorized by Inyo County to conduct the screening process necessary to determine whether a water vessel is at high risk to carry any non-native invasive mussels such as Quagga, Zebra, Golden mussels and any other aquatic, non-native invasive species.

## C

“Launch” means the introduction or placing of any trailered water vessel into a water body within the County of Inyo.

## D

“Live bait” means any fish, or other organisms used in conjunction with fishing the waters of Inyo County.

## E

“Mussel Sticker” means the stickers issued by an Authorized Inspector evidencing the fact that the vessel to which the stickers are affixed has been inspected, and decontaminated if required, from carrying any Non-native invasive mussels such as Quagga, Zebra or Golden mussels and any other aquatic, non-native invasive species.

## F

“Non-native invasive species” means species identified by the State of California that establish and reproduce rapidly, and which may threaten native species through competition, predation, parasitism, introduction of pathogens, or physically or chemically alter the habitat. Such species include, but are not limited to, Quagga, Zebra, and Golden mussels, Channeled Apple Snail, New Zealand Mud Snails and non-native aquatic plants.

## G

“Non-resident water vessel” means a vessel that does not meet the definition of a resident water vessel.

## H

“Resident water vessel” means:

1.

A vessel whose owner can demonstrate that it is moored or stored at a private or commercial facility located in Inyo County.

2.

Any other means deemed acceptable by the County as to proof of residency in Inyo County providing that the vessel is on the Inyo County Assessor's current unsecured tax roll for boats.

(i)

“Inspection and Decontamination Program” means the mandated program created by this article to ensure that all water vessels traveling through and/or launching into water bodies in Inyo County are free from contamination from adult and larval non-native invasive mussels and other aquatic, non-native invasive species.

(j)

“Water vessel” means any trailered watercraft, or jet ski, or float plane capable of being launched into a water body within the County of Inyo except as specifically exempted herein. Canoes, kayaks, car-top boats, float tubes, rafts, wind surfers/boards, boogie boards, nonmotorized paddle boats, and nonmotorized sail boats that are eight (8) feet or less in length are not considered water vessels for purposes of this article and are thereby exempt from the provisions herein.

(k)

“Water Vessel Inspection” means the process used to determine if a water vessel and its trailer have a substantial risk of being infested with non-native invasive mussels and needs to be decontaminated..

(m)

“Attempted Launch” means an effort to launch a water vessel into a water body within the County of Inyo as defined herein which, on a launch ramp and/or within fifty (50) feet of a water body within the County of Inyo, evidences an endeavor to accomplish the launching of a water vessel, carried beyond mere preparation, but falling short of the ultimate execution of launching.

#### • 10.70.030. - Applicability.

This article shall be applicable to any trailered water vessel within the County of Inyo.

#### • 10.70.040. - Mussel Stickers for Resident Water Vessels.

**Commented [JV1]:** Do we want to widen this for both counties to recognize each other's sticker program?

**Commented [MR2]:** Any concerns with restrictions that may come with the word “Commercial”? Ex. Are there private ‘slips’, ex some of the Twin Lakes or Bridgeport Reservoir residences maybe?

**Commented [MR3]:** Replace with County of Mono, but we should define what this is?

**Commented [EF4R3]:** It should be whatever department is going to bear primary responsibility for this program.

**Commented [JV5R3]:** We aren't going to create a new department and I'm not sure if we will even have a designated department, so I plan on leaving it open in the ordinance.

**Commented [EF6]:** Add quotes throughout definitions

**Commented [JV7]:** Should get input from CDFW regarding kayaks that may hold water - short sail boats as well...

**Commented [MR8]:** What about illegal access ex. OHV roads that aren't necessarily public launch ramps, or again, a home owner on lakefront property?

**Commented [EF9R8]:** Would remove “public” - will pose issues for enforcement getting onto private property to see those other launches, but I'd remove it

**Commented [JV10R8]:** Removed public - also I have attempted to simplify - on a ramp and/or within 50 feet. Maybe 50 is too close and we want it to be 150?

**Commented [JV11]:** My understanding is that we aren't going to try and determine if an owner intends to launch in our respective counties, but we will regulate any boat that comes through regardless.

Because the weight of scientific evidence presently available strongly indicates, the greatest risk of contamination to our water bodies is by water vessels entering Inyo County from other jurisdictions, the following program shall be applicable to all resident water vessels:

A

Owners and operators of resident water vessels, having submitted to an inspection, as applicable, shall receive Resident Mussel Stickers designating the vessel as a Resident Water Vessel and absent an event necessitating re- inspection, these Mussel Stickers shall be valid until at the end of each calendar year.

B

Every resident water vessel and its trailer must be affixed with Resident Mussel Stickers prior to launching that vessel in any water body in the County of Inyo.

C

Resident Mussel Stickers shall be issued according to a color code that will change annually on January 1 of each year.

**Commented [EF12]:** Set to Jan 1? Or is it intended to be like DMV registration where it will change color for the year but rollover at your registration date

D

After expiration of the annual Resident Mussel Stickers, which occurs every December 31, and prior to launching a boat within Inyo County, the resident vessel must undergo the necessary inspection to obtain a current and valid Mussel Sticker.

**Commented [MR13]:** So how does this cover residences that take their boats into other water bodies and then come back?

• **10.70.050. - Mussel Stickers for Non-resident Water Vessels.**

A

All non-resident water vessels and their trailers must be affixed with color-coded, monthly, Non-resident Mussel Stickers after inspection and prior to launch in any water body in the County of Inyo. Stickers are not transferable between vessels.

**Commented [EF14R13]:** I would de-couple this from year-end unless we're prepared to administer it that way. We can change this to allow inspection prior to placing into a Mono County water in the next year? May want to track marina closings and offer inspections for boats that will be stored for the winter.

B

Non-resident Mussel Stickers shall be issued according to a color-code that will change monthly.

**Commented [MR15]:** Same - what about tourists that take their boats elsewhere and come back? Within a month not as likely but just covering bases.

C

After the expiration of a Non-resident Mussel Sticker, and upon entering into Inyo County, or prior to launching a non-resident water vessel into an Inyo County water if the non-resident water vessel has not left the County since obtaining its last valid Non-resident Mussel Sticker, the non-resident water vessel must undergo the necessary inspection to obtain a valid Mussel Sticker for the next calendar month.

• **10.70.060. - Inspection Requirements.**

A

Inspection Requirements. Inspection shall be required of:

(1)

All resident water vessels prior to their first launch in every calendar year; or

(2)

All non-resident water vessels upon entering into Inyo County in any calendar month; or

(3)

All water vessels, resident or non-resident, that have been launched in a body of water outside of the County of Inyo subsequent to receiving a valid and otherwise current Resident or Non-resident Mussel Sticker.

**Commented [EF16]:** Marcella this may address your questions about boats leaving and coming back

B

Inspection Process.

(1)

The inspection process shall be conducted by an Authorized Inspector and shall consist of:

**Commented [MR17]:** Who do we foresee this being? Code compliance? Sheriff? Rec staff (not sure)

(a)

A series of questions concerning the past location of the water vessel prior to launching in a water body in the County of Inyo, designed to determine whether said past location constitutes an appreciable risk that said water vessel may be infested with non-native invasive mussels. Said questions shall be answered on the County of Inyo Screening Application Invasive Species Inspection Program form; and

**Commented [JV18R17]:** Non-profit

**Commented [JV19]:** Are we going to / do we need to have a form?

(b)

A thorough search of the exterior and interior of the water vessel, including but not limited to bilge pumps, motors, and live wells, bait wells, ballast tanks, bladders, and all areas of standing water.

(2)

Water vessels which, as a result of the Inspection process, are found to be clean, drained and dry, and do not pose an appreciable risk to the water bodies of Inyo County shall be affixed with

Mussel Stickers in a location as designated in the instructions accompanying the Mussel Stickers, which affixation signifies that the vessel may be launched into a water body in the County.

(3)

Water vessels which, as a result of the inspection process, are not clean, drained and dry, or do appear to pose an appreciable mussel infestation risk to the water bodies of Inyo County shall be required to undergo a decontamination performed by an Authorized Inspector.

(4)

A water vessel owner or operator may refuse to consent to said inspection. If the water vessel owner or operator refuses to consent to inspection, that water vessel shall not be allowed to travel through the County of Inyo and shall be in violation of this article if he/she should nonetheless attempt to do so.

**Commented [JV20]:** Changed to travel through -

C

Decontamination. Decontamination stations shall be operated by the County or an Authorized Inspector. Said stations shall be open to all owner/operators of water vessels. Decontamination shall be required of all vessels that have been determined to constitute a significant risk of being infested with non-native invasive mussels. Such determination shall be made if the vessel is not clean, drained and dry, OR was last in the water outside of the County less than thirty (30) days prior.

**Commented [JV21]:** I wouldn't include this in the ordinance. Might need to collect a fee later. s

**Commented [JV22R21]:** I see below that there is conflicting language here.

**Commented [EF23R21]:** Agree that we should remove.

D

If, in any instance pursuant to an inspection or otherwise, a water vessel is found to be infested with any type of adult non-native invasive mussels, the vessel shall be quarantined. If the vessel is found to be infested with non-native invasive mussels, the vessel owner may not launch his/her vessel until such time as that vessel has been decontaminated as required by this ordinance and State law, and re-inspected by an Authorized Inspector. The vessel owner shall be directed to a decontamination station where the vessel will undergo a decontamination process. Once the vessel has been decontaminated, re-inspected and found to be at no risk of contaminating Inyo County waters, the vessel can be affixed with Mussel Stickers as described hereinabove.

#### • 10.70.070. - Inspection Stations.

A

Designated locations are available within the County. The current list of Authorized Screeners is available at xxxxxx

**Commented [JV24]:** How do we authorize screeners? This seems like a significant issue.

**Commented [EF25R24]:** Planning for contractors or temp staff? Would be simple to adopt the list of Authorized Screeners via resolution and reference here.

**Commented [JV26R24]:** Current certifications provided by CDFW per Buckmaster.

B



Inspections are required for all water vessels and may be carried out by County personnel at any time for a water vessel being transported or parked on a public roadway, parking lot open to the public, or on the water.

**Commented [EF27]:** And screenings?

**Commented [EF28]:** "shall" doesn't make sense here. And why county personnel instead of including authorized inspectors/screeners?

C

Nothing in this article precludes inspections at other locations within the County which may be offered by private persons and/or organizations if such inspections are performed by Authorized Inspectors.

• **10.70.080. - Fees.**

**Commented [JV29]:** Conflicts with above fee

The following fees are hereby established for County-operated screening and inspection services:

A

Any fee for the inspection and/or decontamination performed by the County of Inyo shall be approved by the Board of Supervisors.

B

Fees collected for screening and/or inspection, that are not otherwise encumbered, shall be used to fund the Water Vessel Inspection Program.

C

Private Authorized Inspectors may establish their own reasonable fee.

**Commented [JV30]:** This could become tricky - if we only have one private provider and the fee is super expensive it will either be a defacto ban on boats or will be a big incentive for folks to not comply - both scenarios are not good...

• **10.70.090. - Disposing of Live Bait into a Water Body in Inyo County is Prohibited.**

It shall be unlawful to dispose of any live bait and/or any liquid containing live bait or any liquid which previously contained live bait in a water body in Inyo County.

**Commented [EF31]:** This feels out of place here. Seems like it should be in the next chapter.

**Commented [JV32R31]:** Agreed.

**Commented [JV33]:** I'm unclear on what we are going for here - is this really about live bait from out of the area?

• **10.70.100. - Criminal Sanctions.**

Criminal Penalties.

A

Any person violating any provision of this article shall be guilty of an infraction or misdemeanor as hereinafter specified. Such individual shall be deemed guilty of a separate offense for each launch in a water body in the County of Inyo. The Inyo County Sheriff is authorized to enforce this article and that power may be exercised by any deputy of the sheriff and/or by any person so authorized by law. In addition to the above, the California Department of Fish and Wildlife, as well as the United States Forest Service, are also authorized to enforce the provisions of this Chapter to the extent that they may otherwise lawfully exercise concurrent jurisdiction.

**Commented [JV34]:** There's probably a better way to phrase this -

#### B

Any individual convicted of a violation of this chapter shall be:

(1)

Guilty of an infraction and punished by a fine of one hundred dollars (\$100.00) for the first offense;

**Commented [JV35]:** This seems way too low to be an effective deterrent

(2)

Guilty of an infraction and punished by a fine of two hundred dollars (\$200.00) for the second offense;

(3)

The third and subsequent offenses shall constitute a misdemeanor and shall be punishable by a fine of not less than five hundred dollars (\$500.00) but not to exceed one thousand dollars (\$1,000.00) and/or up to six (6) months in the county jail or both.

#### C

Notwithstanding sub-sections (A) and (B) above, the first or second offense may be charged and prosecuted as misdemeanor.

#### D

Impound. A water vessel unlawfully launched or which is attempted to be unlawfully launched in a water body in the County of Inyo may be subject to impound pursuant to a misdemeanor arrest or issuance of a misdemeanor citation by a peace officer for violation of this article.

**Commented [EF36]:** Requires PC cert to issue those citations and impound. Not code enforcement—requires sheriff.

(1)

Any water vessel which is operated, managed, controlled, or otherwise used in violation of the provisions of this code may forthwith be impounded by any authorized officer and held pending determination of the charge of the violation pursuant to which the water vessel was impounded.

**Commented [EF37]:** Needs to be defined

**Commented [JV38R37]:** Agreed - related to the note I left under 100.A above.

(2)

When a water vessel is impounded from the immediate possession of any person by the County pursuant to this Chapter, the authorized officer shall immediately deliver to said person a notice in writing signed by the authorized officer which shall state:

**Commented [JV39]:** CDFW will do this under their own state law authority.

**Commented [JV40]:** Wondering if there are any practical issues here...

a.

The fact of such impound;

b.

The name of the owner of the water vessel;

**Commented [JV41]:** Will we have this info?

c.

The name of the person from whom possession was taken, if any and known;

d.

A description of the water vessel sufficient for identification;

e.

Any available identification number of the water vessel;

f.

The particular location at which the impounded water vessel will be stored; and

g.

A statement of the charge of violation pursuant to which the water vessel has been impounded.

(3)

Upon conviction of any person for any said charge of violation pursuant to which the water vessel is impounded, any person lawfully entitled to the possession of said vessel who demands possession shall pay to the County all storage charges as well as all charges incident to the impoundment of said vessel prior to the release of said vessel to the owner.

(4)

In the event any person is acquitted of the charge of violation pursuant to which the water vessel is impounded, said vessel shall be released to any person entitled to possession thereof and the costs of storage shall be a County charge.

E

## Lien and Sale of Impounded Water Vessels.

(1)

The County shall have a lien upon any water vessel impounded pursuant to this Chapter and the proceeds of any sale thereof for the payment of impound and storage charges incurred pursuant to the provisions of this Chapter.

(2)

Irrespective of the disposition of any criminal charge against a person for a violation of this article pursuant to which a water vessel is impounded and stored, if possession of said water vessel is not obtained by a person lawfully entitled to such possession within thirty (30) days of such disposition, the County is empowered to sell the water vessel at public auction in satisfaction of its lien for impound and storage charges. For California registered vessels, the California Boaters Lien Law shall apply.

F

Payment of any penalty herein shall not relieve any individual from the responsibility of correcting the violations as found by the authorized officer.

G

Any person found not in compliance with the provisions of this article shall be ordered off the water body and shall be subject to any other legal action as deemed necessary by the authorized officer.

H

Forfeiture. Whenever any person is convicted of a misdemeanor violation of this article, the judge may, upon the conviction of the person, order the forfeiture of the water vessel that was used in committing the offense charged.

### • 10.70.110. - Nonexclusive Remedies.

The remedies provided in this article are cumulative and shall be in addition to any other remedies provided by law.

### • 10.70.120. - Use of Fines Collected.

Fines collected as a result of violating this article, that are not otherwise encumbered, shall be used to fund the Water Vessel Inspection Program.

**Commented [EF42]:** How does this interact with when CDFW is the impound authority?

**Commented [JV43]:** ?

**Commented [JV44]:** Superfluous? Delete?

**Commented [JV45]:** Seems like a reach if we already have a schedule of fines...just a flag





Eastern Sierra Golden Mussels

# Outline

- Review of environmental constraints
- Potential impacts to Eastern Sierra
- Potential vectors for invasion
- Current distribution in California
- Proposed approach to lower the risk

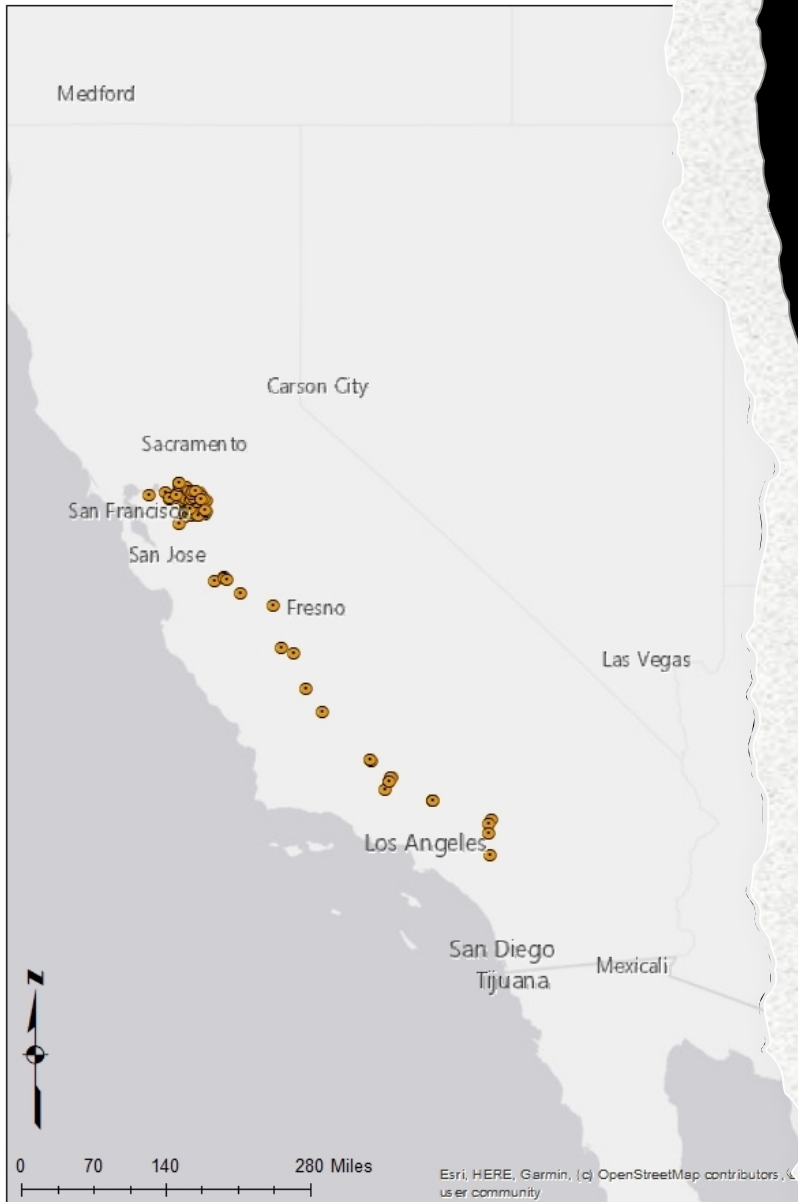


# Review: Golden Mussel

---

- Detected in October 2024
- First documented sighting in U.S.
- Similar biology and impacts to Dreissenid mussels
- Broader tolerance for salinity, pH, and dissolved oxygen (DO)
- Lower calcium requirements





# Current Distribution

(first detected in October 2024)



# Issues & Concerns



- Rapid growth rates
- Can grow on hard or sandy substrates
- Clogs infrastructure – pipes, gates, trash racks, etc.
- Impossible to eradicate

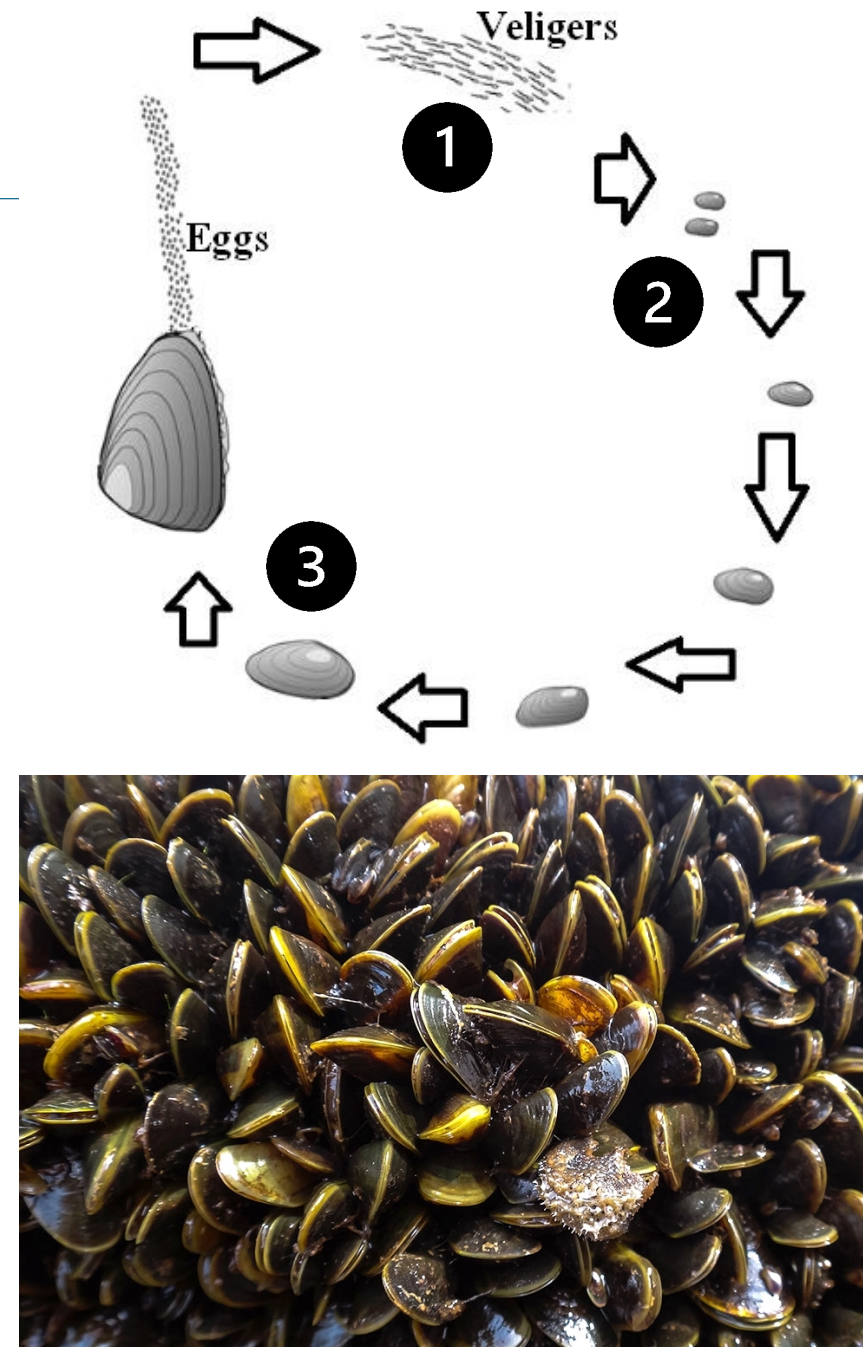
# Golden Mussel Biology

Broadly tolerant and able to adapt to local waters

Complicated life history, with different tolerances

Rapid reproduction and growth rate

Filter feeders – consume large amounts of algae

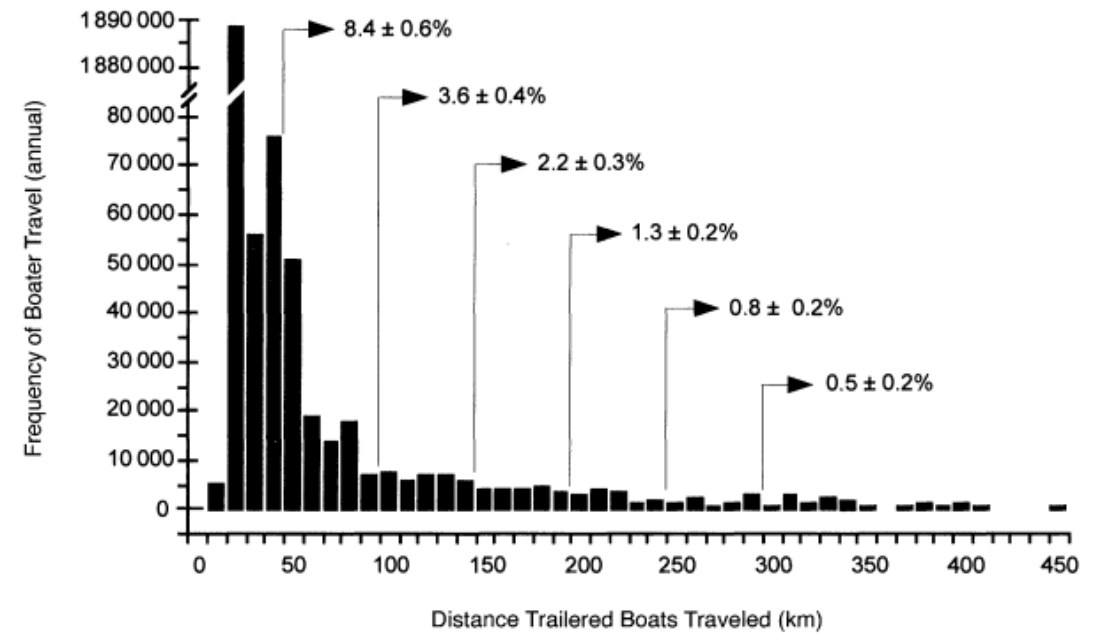
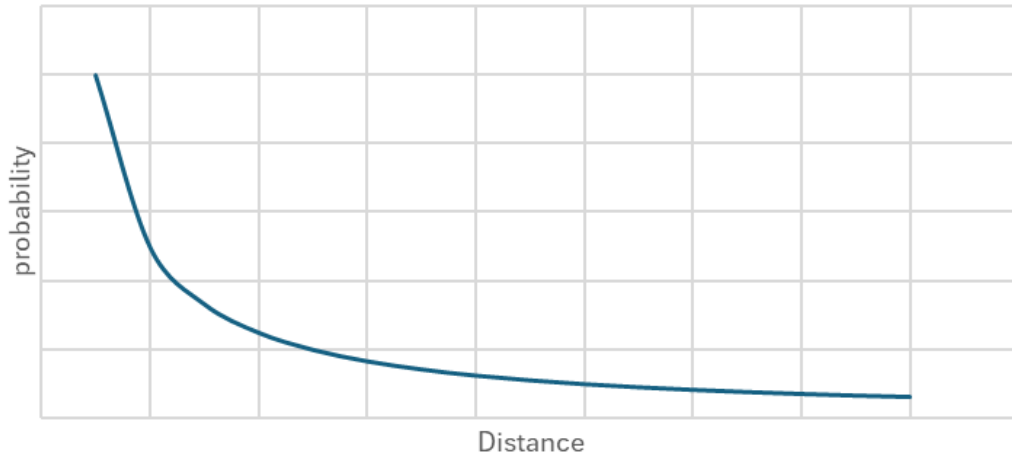


# Mussel potential

Water Body	Water chemistry supports Dreissenid Mussels?	Whole lake chemistry supports Golden Mussels?	Potential habitat
Bridgeport Reservoir	Yes	Yes	Yes
Convict Lake	Yes	Yes	Yes
Crowley Lake	Yes	Yes	Yes
Gull Lake	Yes	Yes	Yes
June Lake	Yes	Yes	Yes
Lundy Lake	No	Yes	Yes
Topaz Lake	No	Yes	Yes
Grant Lake	No	Yes	Yes
Lake Mamie	No	Yes	Yes
Lake Mary	No	Yes	Yes
Lower Twin Lake	No	Yes	Yes
Trumbull Lake	No	Yes	Yes
Twin Lakes (Mammoth)	No	Yes	Yes
Uppoer Twin Lake	No	Yes	Yes
Virginia Lakes	No	Yes	Yes
Lake George	No	Yes	Yes
Silver Lake	No	Yes	Yes
Diaz Lake	No	Yes	Yes
Lake Sabrina	No	No	Yes
North Lake	No	No	No
South Lake	No	No	Yes
Rock Creek Lake	No	No	Yes

# Change in landscape risk

Conceptual probability of transporting invasive species



# Economic impacts

\$1 billion/year in the United States

Large cost increases for municipal water systems, power generation, irrigation system maintenance

Loss of property values to water-front homes

Loss of recreational availability and access

*\*Caveat- hard to quantify*





# There is no way to 'undo' an introduction

'You can rebuild from wildfire, but you can't remove mussels.' —John Wentworth

# Vectors for introduction

- Water management
- Boating





# Vectors for introduction

- Water management
- Boating





# There is a way to prevent introduction

- Watercraft Inspection Programs
- Watercraft Decontamination

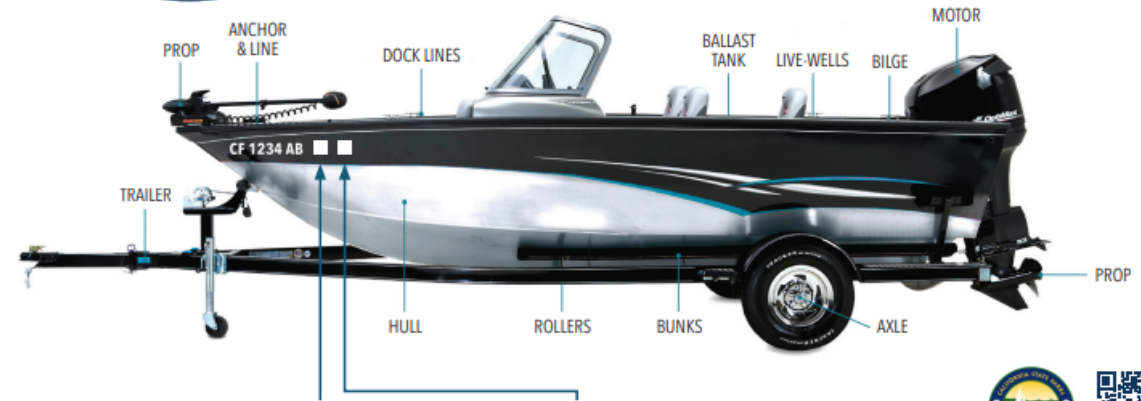
CLEAN | DRAIN | DRY

## Prevent the spread of invasive mussels

**CLEAN** your gear, boat, and trailer before leaving the area. Remove plants, animals, and mud. Dispose of unwanted bait and debris in the trash.

**DRAIN** bilge, ballast, wells, and buckets before you leave the parking area, and never drain back into the waterway.

**DRY** equipment before launching into another body of water. Waiting periods can vary - check with your local waterbody.



Display your **DMV Registration** and **Mussel Fee Stickers** on the hull



# State of the state

Revisions to  
Fish and  
Game Code

Increased  
ability to  
train  
inspectors

Increased  
capacity for  
monitoring

# State of the state

Not proposing  
regional inspection  
stations or check  
points

No state push to  
stop boating

Focus on  
increasing local  
capacity to  
respond

# This is not inevitable in the Eastern Sierra

- We have not detected them yet
- There is no hydrologic connection



# Proposed approach



# Proposed approach

- Encourage inspections
- Empower local marinas and counties to turn away
- Scope regional inspection program
- Develop budget
- Create outreach team to build support and voluntary compliance



# Proposed approach

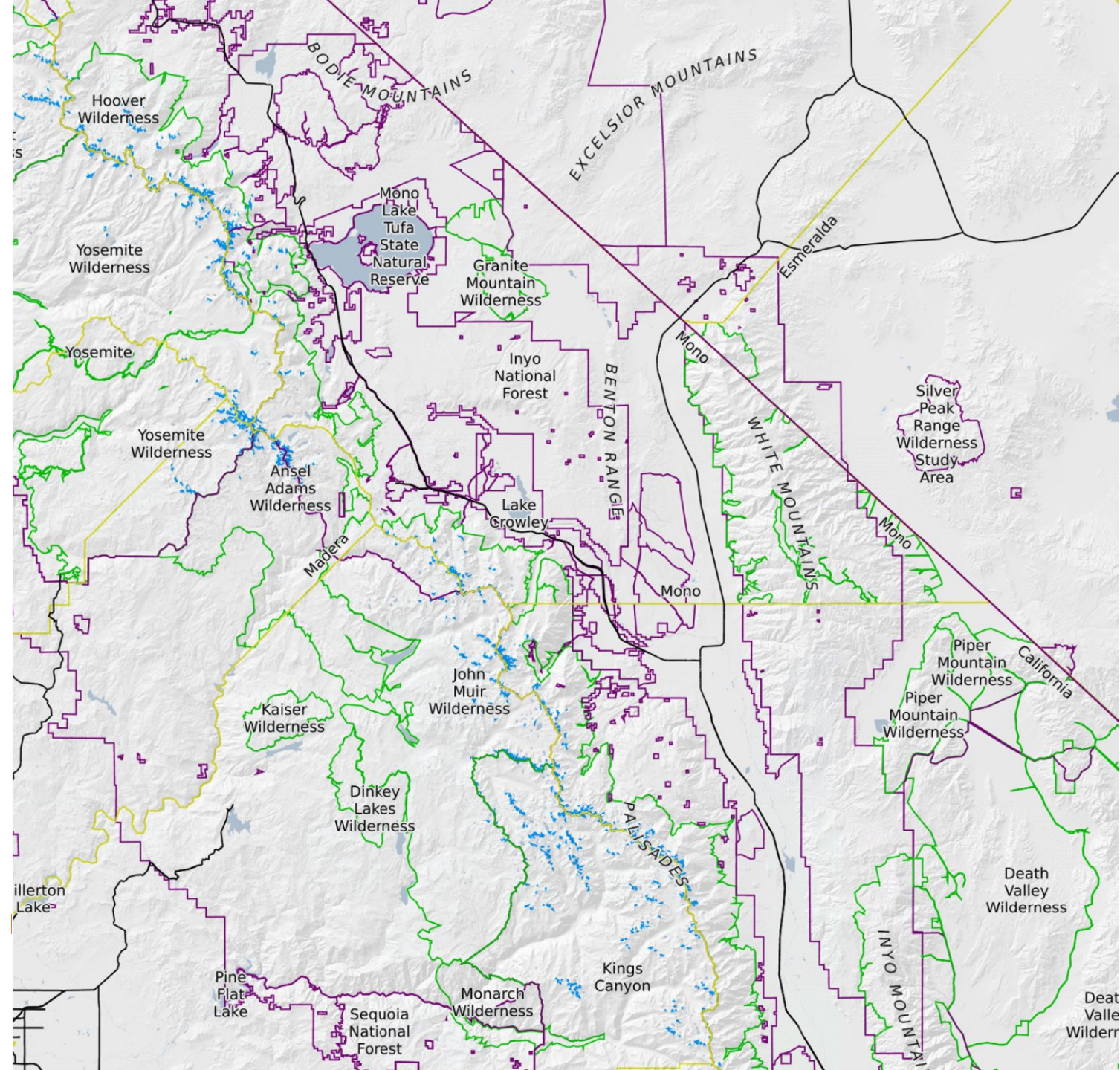
- **Engage counties to move forward to inspection requirements for trailered watercraft.**
  - **Looking into 'sticker' program similar to Tahoe and Lake Counties**
  - **Color-coded sticker (changed monthly) affixed to trailers on all watercraft**
  - **Risk management/mandatory education**
- Scope regional inspection program
  - Establish collaborative approach with land managers
  - Determine appropriate places for inspection stations
- Develop budget
  - Propose staffing and implementation contract with ESF
  - Secure start up funds for decontamination units
- Create outreach team to build support and voluntary compliance





# Proposed approach

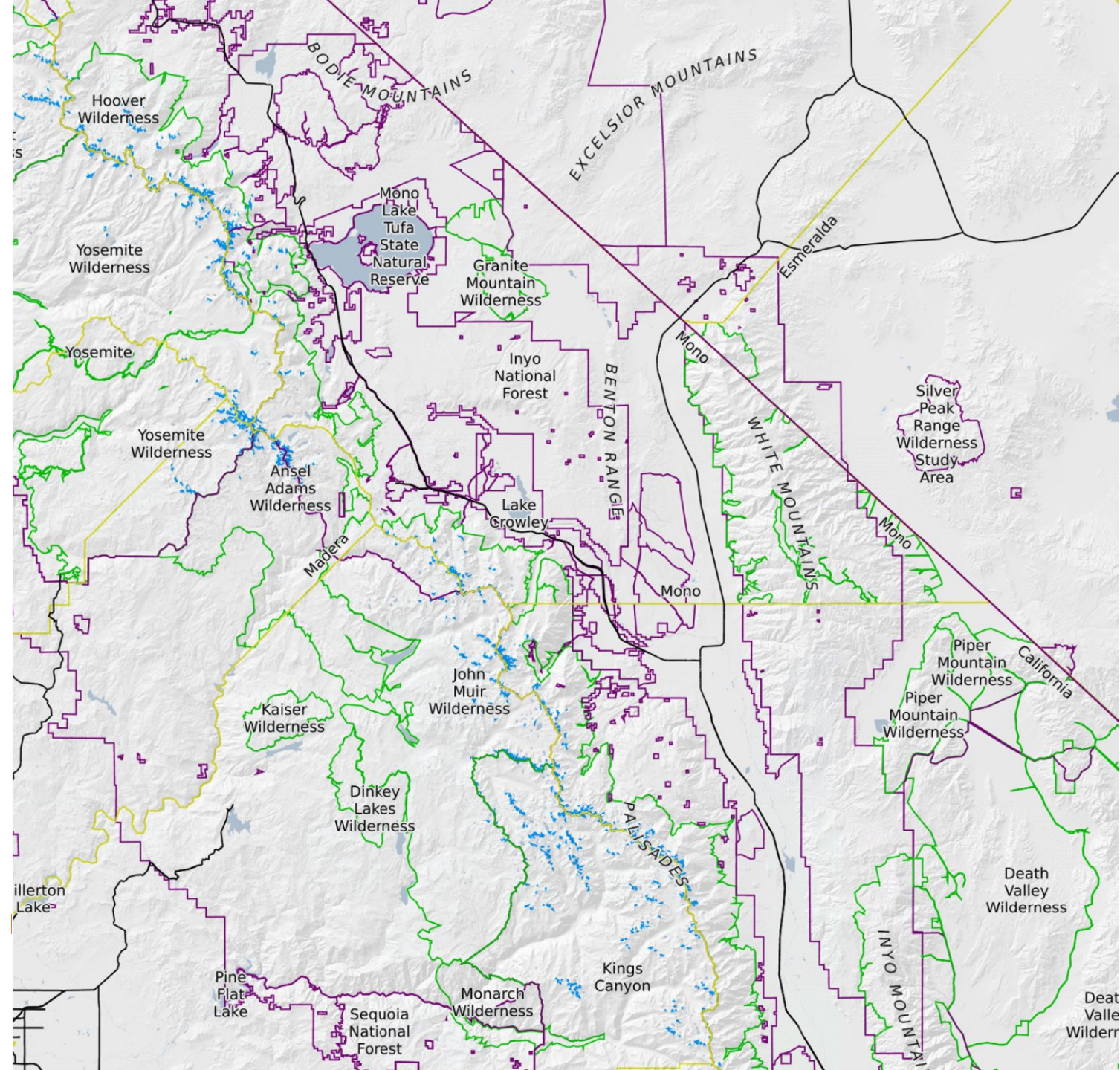
- Engage counties to move forward to inspection requirements for trailered watercraft.
- **Scope regional inspection program**
  - **Establish collaborative approach with land managers**
    - INF and DWP supportive
  - **Determine appropriate places for inspection stations**
    - **3 proposed**
- Develop budget
  - Propose staffing and implementation contract with ESF
  - Secure start up funds for decontamination units
- Create outreach team to build support and voluntary compliance





# Inspection scope and logistics

- Phase 1: 2026
  - Rapid response
  - Use existing facilities
  - Forest Service VCs, DWP facility
  - Rely on DWP equipment for initial part
  - DFW support and backup
  - Grants (MLR, Caltrout)
  - Staffing via ESF
- Phase 2: 2027?



# Proposed approach

- Engage counties to move forward to inspection requirements for trailered watercraft.
- Scope regional inspection program
  - Establish collaborative approach with land managers
  - Determine appropriate places for inspection stations
- **Develop budget**
  - **Phase 1 vs Phase 2**
- Create outreach team to build support and voluntary compliance



# Proposed approach

- Engage counties to move forward to inspection requirements for trailered watercraft.
- Scope regional inspection program
  - Establish collaborative approach with land managers
  - Determine appropriate places for inspection stations
- Develop budget
  - Propose staffing and implementation contract with ESF
  - Secure start up funds for decontamination units
- **Create outreach team to build support and voluntary compliance**
  - **Caltrout, TU, MLTPA, Bishop Paiute Tribe?**
  - **Focus on voluntary compliance as opposed to threat of enforcement**





# Inyo County ask

- Ordinance drafting and implementation
- Assistance with coordination and finance
- Support with logistics and long-term plan

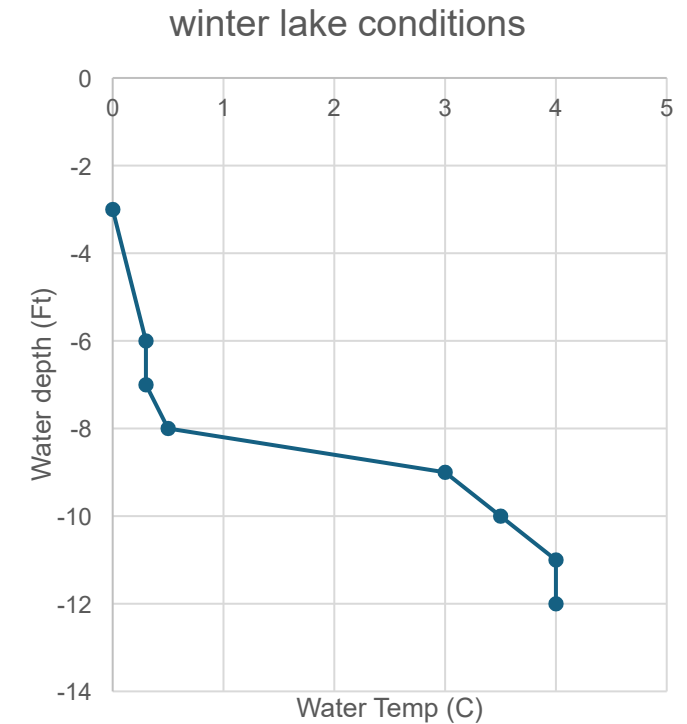


Questions

# Golden Mussel Biology

Reproduction (veliger and settlers): 16-28 C (60-82 F); about 5 mg/L Calcium

Survival: 4-32 C (39- 90 F); around 3 mg/L Calcium



\*USGS; CDFW; Oliveira, M.D *et al.* (2011)



# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2025-821

### Amendment to Axon Contract for Additional Tasers and Body Cameras

**Sheriff**

ACTION REQUIRED

#### ITEM SUBMITTED BY

Riannah Reade, Sheriff Administrative Assistant

#### ITEM PRESENTED BY

Mike Atkins

#### RECOMMENDED ACTION:

A) Amend the Fiscal Year 2025-2026 Sheriff General Budget (022700) as follows: increase estimated revenue in C.O.P.S. Revenue Code No. 4488 by \$3,740 and Federal Grants Revenue Code No. 4555 by \$14,560.00; and increase appropriation in Professional Services Object Code 5265 by \$18,300 (*4/5ths vote required*); and

B) Approve Amendment No. 01 to the contract between the County of Inyo and Axon Enterprise, Inc. of Scottsdale, AZ, increasing the contract to an amount not to exceed \$805,231.00 and add ten (10) body cameras and tasers to the contract, contingent upon the Board's approval of future budgets, and authorize the Sheriff or designee to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Sheriff's Office requests an increase to our existing agreement with Axon Enterprises, Inc., to expand our leased equipment to include an additional 10 tasers and 10 body cameras, along with batteries, cartridges, holsters, a replacement tool kit, evidence.com storage, and an extended warranty through June 30, 2029. In June 2024, the Board approved a five-year contract with Axon Enterprises, Inc. for the lease, maintenance, and replacement of thirty-five tasers and body-worn cameras, along with an evidence storage and redaction tool for video evidence. The original contract did not include enough equipment to equip each officer in the Sheriff's Office with tasers and body cameras. Equipment sharing has proven to be problematic, trying to ensure equipment is charged and available at each location throughout our vast county. The increased equipment will allow for proper charging and availability to the Sheriff's staff throughout the county.

#### FISCAL IMPACT:

<b>Funding Source</b>	General Fund and Grant Funded State C.O.P.S and JAG Equipment and Training Program Grant #BSCC 1502-25	<b>Budget Unit</b>	022700
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5265,4488,4555
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	Yes

If Sole Source, provide justification below

- 1) The proposed contractor has equipment that is specialized and vital to the services being requested.
- 2) The proposed contractor has a substantial investment that would have to be duplicated at the County's expense by another contractor entering the field.
- 3) A critical proposed schedule for the service and/or product that only one proposed contractor can meet.

The Sheriff's office currently has a contract with Axon Enterprises for Tasers, Taser docking stations, body cameras, and associated software. The Sheriff's Office needs to order 10 additional Tasers and Body Cameras to equip staff and maintain spares fully.

Current Fiscal Year Impact
For the additional equipment, storage, redaction, cartridges, magazines, holsters, and battery packs, up to \$18,300 for the period from January 20, 2026, to June 30, 2026. The annual payment of \$133,009.41 for the existing agreement was made in July 2025.
Future Fiscal Year Impacts
Up to \$173,832.00 for fiscal year 2026-2027, \$173,832.00 for fiscal year 2027-2028, and \$173,832.00 for fiscal year 2028-2029.
Additional Information
5-year contract total \$805,231.00

#### ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:

The Board could choose to deny the amendment. Staff does not recommend this action because the additional equipment is necessary to ensure each officer has a designated body camera and taser for use during their shift. Currently, we do not have enough body cameras and tasers to assign to each officer. This has proven to be an officer safety issue when equipment is not returned, charged or malfunctions during shift change.

#### OTHER DEPARTMENT OR AGENCY INVOLVEMENT:

None.

#### STRATEGIC PLAN ALIGNMENT:

**High Quality Services** | Quality County Employees  
**High Quality Services** | High-Quality County Government Services  
**High Quality Services** | Public Safety and Emergency Response

#### APPROVALS:

Riannah Reade	Created/Initiated - 01/12/2026
Darcy Israel	Approved - 01/12/2026
Riannah Reade	Approved - 01/14/2026
Amy Shepherd	Approved - 01/22/2026
Keri Oney	Approved - 01/23/2026
John Vallejo	Approved - 01/26/2026
Stephanie Rennie	Approved - 01/26/2026
Denelle Carrington	Final Approval - 01/27/2026

#### ATTACHMENTS:

1. Axon Enterprises, Inc. Agreement
2. Soul-Source Form
3. Axon Contract Amendment 1
4. Axon Quote





# ***In the Rooms of the Board of Supervisors***

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 4<sup>th</sup> day of June 2024 an order was duly made and entered as follows:

*Sheriff –  
Axon Enterprises  
Inc. Ratification of  
Payment*

Moved by Supervisor Orrill and seconded by Supervisor Marcellin to:

- A) Declare Axon Enterprises, Inc. of Scottsdale, AZ a sole-source provider of gap coverage, body cameras, evidence storage, redaction tool assistant, and installation;
- B) Ratify payment to Axon Enterprise, Inc. of Scottsdale, AZ in the amount of \$1,181.35 for gap coverage; and
- C) Approve the agreement between the County of Inyo and Axon Enterprise Inc. of Scottsdale, AZ. for the provision of body cameras, evidence storage, redaction tool assistant in an amount not to exceed \$664,465.62 for the period of May, 1, 2024 through June 30, 2028, contingent upon the Board's approval of future budgets and authorize the Chairperson to sign.

Motion carried unanimously.

<b>Routing</b>
CC Purchasing Personnel Auditor CAO Other: Sheriff DATE: June 11, 2024

WITNESS my hand and the seal of said Board this 4<sup>th</sup>  
Day of June, 2024



NATHAN GREENBERG  
Clerk of the Board of Supervisors

A handwritten signature in blue ink, appearing to read "Nathan Greenberg", is written over a horizontal line.

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



# 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

June 4, 2024

Reference ID:  
2024-187

### Ratification of Payment to Axon Enterprises, Inc. Sheriff

ACTION REQUIRED

#### ITEM SUBMITTED BY

Office of the Sheriff

#### ITEM PRESENTED BY

Michael Atkins

#### RECOMMENDED ACTION:

A) Declare Axon Enterprises, Inc. of Scottsdale, AZ a sole-source provider of gap coverage, body cameras, evidence storage, redaction tool assistant, and installation; and B) Ratify payment to Axon Enterprise, Inc. of Scottsdale, AZ in the amount of \$1,181.35 for gap coverage; and  
C) Approve the agreement between the County of Inyo and Axon Enterprise Inc. of Scottsdale, AZ. for the provision of body cameras, evidence storage, redaction tool assistant in an amount not to exceed \$664,465.62 for the period of May, 1, 2024 through June 30, 2028, contingent upon the Board's approval of future budgets and authorize the Chairperson to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Sheriff's Department is requesting continued replacement, maintenance, and storage of Axon body-worn cameras. Axon's body-worn cameras provide unique features, durability, and reliability, and their software offers full integration with our current Taser (conducted energy devices) as well as secure cloud storage. No other body camera provider can provide full integration with Taser equipment or many of the features of the Axon body cam. These items are standard-issued equipment for Sheriff's Personnel and are essential to our daily operations.

#### FISCAL IMPACT:

<b>Funding Source</b>	Non-General Fund AB443 Small and Rural County Sheriff Funding	<b>Budget Unit</b>	022700
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5265
<b>Recurrence</b>	Ongoing Expenditure		
<b>Current Fiscal Year Impact</b>			
\$1,181.35 for gap coverage between March 26, 2024, and June 30, 2024			
<b>Future Fiscal Year Impacts</b>			
FY 2024-2025, \$131,246.66; FY 2025-2026, 2026-2027, 2027-2028, \$133,009.43 annually FY 2028-2029, \$133,009.32			
<b>Additional Information</b>			

**ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:**

Your Board may decide to deny the sole source and direct staff to initiate a Request for Proposals. The Sheriff's staff does not recommend this course of action as they would lose access to five years of evidence storage and not have body camera video footage or maintenance until a new contract can be enacted. This recommendation would be costly, create an officer safety situation, and open the County up to potential risk.

**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

**ATTACHMENTS:**

1. Axon Quote for Inyo County - Updated with GAP Coverage until July

**APPROVALS:**

Riannah Reade	Created/Initiated - 5/17/2024
Darcy Ellis	Approved - 5/17/2024
Riannah Reade	Approved - 5/17/2024
Keri Oney	Approved - 5/22/2024
Grace Chuchla	Approved - 5/23/2024
John Vallejo	Approved - 5/23/2024
Amy Shepherd	Approved - 5/29/2024
Nate Greenberg	Approved - 5/29/2024
Stephanie Rennie	Final Approval - 5/29/2024



Axon Enterprise, Inc.  
17800 N 85th St.  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic: (800) 978-2737  
International: +1.800.978.2737

Q-523211-45387.776DG

Issued: 04/05/2024

Quote Expiration: 03/21/2024

Estimated Contract Start Date: 06/01/2024

Account Number: 126706

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Inyo County Sheriff's Office - CA 550 South Clay Street INDEPENDENCE, CA 93526 USA	Inyo County Sheriff's Office - CA PO Drawer S Independence CA 93526 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Michael Atkins Phone: 760-608-9045 Email: matkins@inyocounty.us Fax:

Quote Summary

Program Length	61 Months
TOTAL COST	\$641,271.35
ESTIMATED TOTAL W/ TAX	\$664,465.62

Discount Summary

Average Savings Per Year	\$26,873.73
TOTAL SAVINGS	\$136,608.15

Payment Summary

Date	Subtotal	Tax	Total
May 2024	\$1,181.35	\$0.00	\$1,181.35
Jul 2024	\$127,072.92	\$4,173.74	\$131,246.66
Jul 2025	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2026	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2027	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2028	\$128,254.27	\$4,755.05	\$133,009.32
Total	\$641,271.35	\$23,194.27	\$664,465.62

Quote Unbundled Price:	\$777,879.50
Quote List Price:	\$680,754.50
Quote Subtotal:	\$641,271.35

## Pricing

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	60	\$344.15	\$297.90	\$297.90	\$625,590.00	\$23,194.27	\$648,784.27
<b>A la Carte Hardware</b>									
H00001	AB4 Camera Bundle	35			\$849.00	\$0.00	\$0.00	\$0.00	\$0.00
H00002	AB4 Multi Bay Dock Bundle	5			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
<b>A la Carte Software</b>									
73883	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	1		\$0.60	\$0.62	\$248.00	\$0.00	\$248.00
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	1		\$10.00	\$9.57	\$287.10	\$0.00	\$287.10
ProLicense	Pro License Bundle	4	1		\$40.00	\$39.00	\$156.00	\$0.00	\$156.00
BasicLicense	Basic License Bundle	37	1		\$15.00	\$13.25	\$490.25	\$0.00	\$490.25
<b>A la Carte Services</b>									
100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1			\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
101267	AXON VR - PSO - FULL INSTALLATION	1			\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00
<b>Total</b>							<b>\$641,271.35</b>	<b>\$23,194.27</b>	<b>\$664,465.62</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	35		06/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	1		06/01/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	39		06/01/2024
AB4 Camera Bundle	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	39		06/01/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - DOCK - EIGHT BAY	5		06/01/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	5		06/01/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	5		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	35		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	70		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GREY - RH	1		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101123	AXON VR - HOLSTER - T10 SAFARILAND GREY - LH	1		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20378	AXON VR - HEADSET - HTC FOCUS 3	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	35	2	10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	1	2	10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	3		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	30		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	700		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	210		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	300		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	6		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	110		10/01/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	100		10/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	36		12/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	5		12/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - SIDEARM CONTROLLER	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	2		02/01/2027



Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	110		10/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	100		10/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	36		06/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	5		06/01/2029

#### Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	37	06/01/2024	06/30/2024
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	37	06/01/2024	06/30/2024
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	12	06/01/2024	06/30/2024
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	4	06/01/2024	06/30/2024
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	06/01/2024	06/30/2024
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	06/01/2024	06/30/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - FULL ACCESS - TASER ADD-ON USER	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST - LICENSE - PLUS	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73680	AXON RESPOND PLUS - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	350	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	35	11/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	35	11/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	11/01/2024	06/30/2029

#### Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	35
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101184	AXON INVESTIGATE - TRAINING - OPERATOR AND EXAMINER	3
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	35
A la Carte	100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1
A la Carte	101267	AXON VR - PSO - FULL INSTALLATION	1

#### Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	35	06/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	1	06/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	5	06/01/2025	06/30/2029

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100197	AXON VR - EXT WARRANTY - HTC FOCUS 3 HEADSET	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - CONTROLLER	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	35	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	1	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	35	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	1	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	6	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80396	AXON TASER 7 - EXT WARRANTY - DOCK SIX BAY	1	10/01/2025	06/30/2029

## Shipping Locations

Location Number	Street	City	State	Zip	Country
	550 South Clay Street	INDEPENDENCE	CA	93526	USA
2	550 South Clay Street	INDEPENDENCE	CA	93526	USA

## Payment Details

### May 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Upfront Gap	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	\$287.10	\$0.00	\$287.10
Upfront Gap	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	\$248.00	\$0.00	\$248.00
Upfront Gap	BasicLicense	Basic License Bundle	37	\$490.25	\$0.00	\$490.25
Upfront Gap	ProLicense	Pro License Bundle	4	\$156.00	\$0.00	\$156.00
<b>Total</b>				<b>\$1,181.35</b>	<b>\$0.00</b>	<b>\$1,181.35</b>

### Jul 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 1	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$112,572.92	\$4,173.74	\$116,746.66
Upfront PSO	100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Upfront PSO	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$2,500.00	\$0.00	\$2,500.00
Upfront PSO	101267	AXON VR - PSO - FULL INSTALLATION	1	\$12,000.00	\$0.00	\$12,000.00
Invoice Upon Fulfillment	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$127,072.92</b>	<b>\$4,173.74</b>	<b>\$131,246.66</b>

### Jul 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 2	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43
<b>Total</b>				<b>\$128,254.27</b>	<b>\$4,755.16</b>	<b>\$133,009.43</b>

### Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 3	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43
<b>Total</b>				<b>\$128,254.27</b>	<b>\$4,755.16</b>	<b>\$133,009.43</b>

### Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 4	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43

**Jul 2027**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Total				\$128,254.27	\$4,755.16	\$133,009.43

**Jul 2028**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 5	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.05	\$133,009.32
Total				\$128,254.27	\$4,755.05	\$133,009.32

**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

Agency has existing contract 00021234 (shell 00060977) originated via Quote(s): Q-181520 (shell Q-313589), Q-290640, Q-236708, Q-220209

Agency is terminating those contracts effective 05/31/2024. Any change in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under existing quotes Q-290640, Q-181520, Q-236708. All TAP obligations from this contract will be considered fulfilled upon execution of this quote.

  
\_\_\_\_\_  
Signature

06/04/2024  
\_\_\_\_\_  
Date Signed

4/5/2024







# County of Inyo

## Sole Source Authorization Form

**Vendor:** Axon Enterprise, Inc.

**Date:** 11/19/2024

*A sole source procurement may be justified in the following situations: Section II.D.1 (located on page 6)*

Sole source procurements are the exception, not the norm. They are to be used sparingly and shall not be used in lieu of any competitive process simply because the department failed to allot sufficient time to engage in the competitive process or because the department finds the competitive process to be onerous.

*Select one of the following:*

The capability of the proposed contractor is critical to the specific effort and makes the contractor clearly unique compared to other contractors in the general field.

The proposed contractor has prior experience of a highly specialized nature that is vital to the proposed effort.

The proposed contractor has facilities, staffing, or equipment that are specialized and vital to the services being requested.



The proposed contractor has a substantial investment that would have to be duplicated at the County's expense by another contractor entering the field.



A critical proposed schedule for the service and/or product that only one proposed contractor can meet.

A lack of competition because of the existence of patent rights, copyrights, trade secrets, and/or location.

Amount	Required Action
Less than or equal to \$5,000	Compliance with the competitive process is not required, but price shopping is encouraged.
\$5,001 to \$10,000	Three informal bids (e.g. printouts from websites showing prices or quotes solicited from vendors) must be obtained.
	Informal bids received
\$10,001 to \$25,000	Three informal bids (e.g. printouts from websites showing prices or quotes solicited from vendors) must be obtained.
	Informal bids received
\$25,001 to \$75,000	A formal RFP or RFQ must be prepared and publicized, with sealed submissions opened on a predetermined date.
	RFP/RFQ Received by Board Clerk on _____
Over \$75,000	A formal RFP or RFQ must be prepared and publicized, with sealed submissions opened on a predetermined date.
	Board Approval Required

# County of Inyo

## Sole Source Authorization Form

Sole Source Justification:

  
[Stephanie Rennie \(Jan 7, 2026 13:21:16 PST\)](#)

**Department Head Signature**

**Sole Source Approval**

  
[Denelle Carrington \(Jan 7, 2026 16:41:26 PST\)](#)

**Purchasing Agent Signature**



**County Counsel Signature**



**Auditor-Controller Signature**



Axon Enterprise, Inc.  
17800 N 85th St  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic: (800) 978-2737  
International: +1.800.978.2737

Q-711733-46021DG

Issued: 12/30/2025

Quote Expiration: 12/12/2025

Estimated Contract Start Date: 02/01/2026

Account Number: 126706

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Inyo County Sheriff's Office - CA 550 South Clay Street INDEPENDENCE, CA 93526 USA	Inyo County Sheriff's Office - CA PO Drawer S Independence CA 93526 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Eric Clinton Phone: (760) 878-0383 Email: eclinton@inyocounty.us Fax:

### Quote Summary

Program Length	41 Months
<b>TOTAL COST</b>	<b>\$134,931.00</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$140,765.05</b>

### Discount Summary

Average Savings Per Year	\$11,448.01
<b>TOTAL SAVINGS</b>	<b>\$39,114.04</b>

Payment Summary

Date	Subtotal	Tax	Total
Feb 2026	\$17,541.03	\$758.42	\$18,299.45
Jul 2026	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2027	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2028	\$39,129.99	\$1,691.89	\$40,821.88
Total	\$134,931.00	\$5,834.05	\$140,765.05

Quote Unbundled Price:	\$174,043.70
Quote List Price:	\$143,921.00
Quote Subtotal:	\$134,931.00

## Pricing

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	41	\$402.57	\$329.10	\$329.10	\$134,931.00	\$5,834.05	\$140,765.05
<b>A la Carte Hardware</b>									
H00001	AB4 Camera Bundle	10			\$899.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>							<b>\$134,931.00</b>	<b>\$5,834.05</b>	<b>\$140,765.05</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	10	1	02/01/2026
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	11	1	02/01/2026
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	11	1	02/01/2026
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	11	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	10	2	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	200	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	100	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2027

## Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - HANDGUN CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - TASER CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	10	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	10	1	06/29/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	06/30/2029

## Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - USER ACCESS - FULL VR	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	100	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	02/01/2026	06/30/2029

## Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	10

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - TASER CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	2	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	10	08/01/2026	06/30/2029

## Shipping Locations

Location Number	Street	City	State	Zip	Country
1	550 South Clay Street	INDEPENDENCE	CA	93526	USA
2	550 South Clay Street	INDEPENDENCE	CA	93526	USA

## Payment Details

### Feb 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 1	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$17,541.03	\$758.42	\$18,299.45
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$17,541.03</b>	<b>\$758.42</b>	<b>\$18,299.45</b>

### Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 2	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 3	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.89	\$40,821.88
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.89</b>	<b>\$40,821.88</b>



Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

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Signature

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Date Signed

12/30/2025



**AMENDMENT NUMBER \_01\_ TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
\_AXON ENTERPRISES INC.\_ FOR THE PROVISION OF BODY  
CAMERAS, TASERS\*, EVIDENCE STORAGE AND  
REDACTION TOOL**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and \_AXON ENTERPROSES INC., of \_SCOTTSDALE, AZ. hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of \_BODY CAMERAS, TASERS\*, EVIDENCE STORAGE AND REDACTION TOOL\_\_dated\_\_JUNE 24, 2024, on County of Inyo Standard Contract No. \_N/A, for the term from \_JUNE 24, 2024 to JUNE 30, 2028.

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

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

County and Contractor hereby amend such Agreement as follows:

ADD 10 TASERS AND BODY CAMERAS, AS REFLECTED IN THE ATTACHED QUOTE Q-711733-46021DG, TO THE ORIGINAL AGREEMENT; INCRESING THE PURCHASED EQUIPMENT FROM 35 TO 45 CAMERAS AND TASERS AND ; INCREASE THE CONTRACT COST BY \$140,765.05 AMOUNT FROM \$664,465.62 TO \$805,230.67

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

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

**AMENDMENT NUMBER \_01\_ TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND \_AXON ENTERPRISES INC.\_ FOR THE  
PROVISION OF BODY CAMERAS, TASERS\*, EVIDENCE STORAGE AND REDACTION TOOL**

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

**COUNTY OF INYO**

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

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

**CONTRACTOR**

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

\_\_\_\_\_  
Type or Print

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

APPROVED AS TO FORM AND LEGALITY:

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

APPROVED AS TO ACCOUNTING FORM:

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

APPROVED AS TO PERSONNEL REQUIREMENTS:

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

APPROVED AS TO RISK ASSESSMENT:

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

APPROVED AS TO BUDGET OFFICER

\_\_\_\_\_  
County Budget Officer

# *In the Rooms of the Board of Supervisors*

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisors of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 4<sup>th</sup> day of June 2024 an order was duly made and entered as follows:

*Sheriff –  
Axon Enterprises  
Inc. Ratification of  
Payment*

Moved by Supervisor Orrill and seconded by Supervisor Marcellin to:

- A) Declare Axon Enterprises, Inc. of Scottsdale, AZ a sole-source provider of gap coverage, body cameras, evidence storage, redaction tool assistant, and installation;
- B) Ratify payment to Axon Enterprise, Inc. of Scottsdale, AZ in the amount of \$1,181.35 for gap coverage; and
- C) Approve the agreement between the County of Inyo and Axon Enterprise Inc. of Scottsdale, AZ. for the provision of body cameras, evidence storage, redaction tool assistant in an amount not to exceed \$664,465.62 for the period of May, 1, 2024 through June 30, 2028, contingent upon the Board's approval of future budgets and authorize the Chairperson to sign.

Motion carried unanimously.

<b>Routing</b>
CC Purchasing Personnel Auditor CAO Other: Sheriff DATE: June 11, 2024

WITNESS my hand and the seal of said Board this 4<sup>th</sup>  
Day of June, 2024



NATHAN GREENBERG  
Clerk of the Board of Supervisors

A handwritten signature in blue ink, appearing to read "Nathan Greenberg", is written over a horizontal line.

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



# 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

June 4, 2024

Reference ID:  
2024-187

### Ratification of Payment to Axon Enterprises, Inc. Sheriff

ACTION REQUIRED

#### ITEM SUBMITTED BY

Office of the Sheriff

#### ITEM PRESENTED BY

Michael Atkins

#### RECOMMENDED ACTION:

A) Declare Axon Enterprises, Inc. of Scottsdale, AZ a sole-source provider of gap coverage, body cameras, evidence storage, redaction tool assistant, and installation; and B) Ratify payment to Axon Enterprise, Inc. of Scottsdale, AZ in the amount of \$1,181.35 for gap coverage; and  
C) Approve the agreement between the County of Inyo and Axon Enterprise Inc. of Scottsdale, AZ. for the provision of body cameras, evidence storage, redaction tool assistant in an amount not to exceed \$664,465.62 for the period of May, 1, 2024 through June 30, 2028, contingent upon the Board's approval of future budgets and authorize the Chairperson to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Sheriff's Department is requesting continued replacement, maintenance, and storage of Axon body-worn cameras. Axon's body-worn cameras provide unique features, durability, and reliability, and their software offers full integration with our current Taser (conducted energy devices) as well as secure cloud storage. No other body camera provider can provide full integration with Taser equipment or many of the features of the Axon body cam. These items are standard-issued equipment for Sheriff's Personnel and are essential to our daily operations.

#### FISCAL IMPACT:

<b>Funding Source</b>	Non-General Fund AB443 Small and Rural County Sheriff Funding	<b>Budget Unit</b>	022700
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5265
<b>Recurrence</b>	Ongoing Expenditure		
<b>Current Fiscal Year Impact</b>			
\$1,181.35 for gap coverage between March 26, 2024, and June 30, 2024			
<b>Future Fiscal Year Impacts</b>			
FY 2024-2025, \$131,246.66; FY 2025-2026, 2026-2027, 2027-2028, \$133,009.43 annually FY 2028-2029, \$133,009.32			
<b>Additional Information</b>			

**ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:**

Your Board may decide to deny the sole source and direct staff to initiate a Request for Proposals. The Sheriff's staff does not recommend this course of action as they would lose access to five years of evidence storage and not have body camera video footage or maintenance until a new contract can be enacted. This recommendation would be costly, create an officer safety situation, and open the County up to potential risk.

**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

**ATTACHMENTS:**

1. Axon Quote for Inyo County - Updated with GAP Coverage until July

**APPROVALS:**

Riannah Reade	Created/Initiated - 5/17/2024
Darcy Ellis	Approved - 5/17/2024
Riannah Reade	Approved - 5/17/2024
Keri Oney	Approved - 5/22/2024
Grace Chuchla	Approved - 5/23/2024
John Vallejo	Approved - 5/23/2024
Amy Shepherd	Approved - 5/29/2024
Nate Greenberg	Approved - 5/29/2024
Stephanie Rennie	Final Approval - 5/29/2024





Axon Enterprise, Inc.  
17800 N 85th St.  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic: (800) 978-2737  
International: +1.800.978.2737

Q-523211-45387.776DG

Issued: 04/05/2024

Quote Expiration: 03/21/2024

Estimated Contract Start Date: 06/01/2024

Account Number: 126706

Payment Terms: N30

Delivery Method:

#### SHIP TO

Inyo County Sheriff's Office - CA  
550 South Clay Street  
INDEPENDENCE,  
CA  
93526  
USA

#### BILL TO

Inyo County Sheriff's Office - CA  
PO Drawer S  
Independence  
CA  
93526  
USA  
Email:

#### SALES REPRESENTATIVE

David Gollobit  
Phone: +1 6023212774  
Email: dgollobit@axon.com  
Fax:

#### PRIMARY CONTACT

Michael Atkins  
Phone: 760-608-9045  
Email: matkins@inyocounty.us  
Fax:

#### Quote Summary

Program Length	61 Months
TOTAL COST	\$641,271.35
ESTIMATED TOTAL W/ TAX	\$664,465.62

#### Discount Summary

Average Savings Per Year	\$26,873.73
TOTAL SAVINGS	\$136,608.15

Payment Summary

Date	Subtotal	Tax	Total
May 2024	\$1,181.35	\$0.00	\$1,181.35
Jul 2024	\$127,072.92	\$4,173.74	\$131,246.66
Jul 2025	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2026	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2027	\$128,254.27	\$4,755.16	\$133,009.43
Jul 2028	\$128,254.27	\$4,755.05	\$133,009.32
Total	\$641,271.35	\$23,194.27	\$664,465.62

Quote Unbundled Price:	\$777,879.50
Quote List Price:	\$680,754.50
Quote Subtotal:	\$641,271.35

## Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	60	\$344.15	\$297.90	\$297.90	\$625,590.00	\$23,194.27	\$648,784.27
<b>A la Carte Hardware</b>									
H00001	AB4 Camera Bundle	35			\$849.00	\$0.00	\$0.00	\$0.00	\$0.00
H00002	AB4 Multi Bay Dock Bundle	5			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
<b>A la Carte Software</b>									
73883	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	1		\$0.60	\$0.62	\$248.00	\$0.00	\$248.00
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	1		\$10.00	\$9.57	\$287.10	\$0.00	\$287.10
ProLicense	Pro License Bundle	4	1		\$40.00	\$39.00	\$156.00	\$0.00	\$156.00
BasicLicense	Basic License Bundle	37	1		\$15.00	\$13.25	\$490.25	\$0.00	\$490.25
<b>A la Carte Services</b>									
100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1			\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
101267	AXON VR - PSO - FULL INSTALLATION	1			\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00
<b>Total</b>							<b>\$641,271.35</b>	<b>\$23,194.27</b>	<b>\$664,465.62</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	35		06/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	1		06/01/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	39		06/01/2024
AB4 Camera Bundle	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	39		06/01/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - DOCK - EIGHT BAY	5		06/01/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	5		06/01/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	5		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	35		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	70		06/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GREY - RH	1		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101123	AXON VR - HOLSTER - T10 SAFARILAND GREY - LH	1		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20378	AXON VR - HEADSET - HTC FOCUS 3	2		08/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	35	2	10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	1	2	10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	3		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	30		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	700		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	210		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	300		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	35		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	6		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1		10/01/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	110		10/01/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	100		10/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	36		12/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	5		12/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - SIDEARM CONTROLLER	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	2		02/01/2027

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	2		02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	110		10/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	TASER 10 LIVE CARTRIDGE	100		10/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	280		10/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	36		06/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	5		06/01/2029

#### Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	37	06/01/2024	06/30/2024
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	37	06/01/2024	06/30/2024
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	12	06/01/2024	06/30/2024
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	4	06/01/2024	06/30/2024
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	06/01/2024	06/30/2024
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	06/01/2024	06/30/2024
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - FULL ACCESS - TASER ADD-ON USER	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST - LICENSE - PLUS	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73680	AXON RESPOND PLUS - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	350	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	35	07/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	35	11/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	35	11/01/2024	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	11/01/2024	06/30/2029

#### Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	35
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101184	AXON INVESTIGATE - TRAINING - OPERATOR AND EXAMINER	3
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	35
A la Carte	100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1
A la Carte	101267	AXON VR - PSO - FULL INSTALLATION	1

#### Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	35	06/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	1	06/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	5	06/01/2025	06/30/2029

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100197	AXON VR - EXT WARRANTY - HTC FOCUS 3 HEADSET	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - CONTROLLER	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	2	08/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	35	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	1	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	35	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	1	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	6	10/01/2025	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80396	AXON TASER 7 - EXT WARRANTY - DOCK SIX BAY	1	10/01/2025	06/30/2029



## Shipping Locations

Location Number	Street	City	State	Zip	Country
	550 South Clay Street	INDEPENDENCE	CA	93526	USA
2	550 South Clay Street	INDEPENDENCE	CA	93526	USA

## Payment Details

### May 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Upfront Gap	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	\$287.10	\$0.00	\$287.10
Upfront Gap	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	400	\$248.00	\$0.00	\$248.00
Upfront Gap	BasicLicense	Basic License Bundle	37	\$490.25	\$0.00	\$490.25
Upfront Gap	ProLicense	Pro License Bundle	4	\$156.00	\$0.00	\$156.00
<b>Total</b>				<b>\$1,181.35</b>	<b>\$0.00</b>	<b>\$1,181.35</b>

### Jul 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 1	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$112,572.92	\$4,173.74	\$116,746.66
Upfront PSO	100610	AXON SIGNAL - INSTALLATION SERVICE - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Upfront PSO	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$2,500.00	\$0.00	\$2,500.00
Upfront PSO	101267	AXON VR - PSO - FULL INSTALLATION	1	\$12,000.00	\$0.00	\$12,000.00
Invoice Upon Fulfillment	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$127,072.92</b>	<b>\$4,173.74</b>	<b>\$131,246.66</b>

### Jul 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 2	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43
<b>Total</b>				<b>\$128,254.27</b>	<b>\$4,755.16</b>	<b>\$133,009.43</b>

### Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 3	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43
<b>Total</b>				<b>\$128,254.27</b>	<b>\$4,755.16</b>	<b>\$133,009.43</b>

### Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 4	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.16	\$133,009.43

**Jul 2027**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Total				\$128,254.27	\$4,755.16	\$133,009.43

**Jul 2028**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	H00001	AB4 Camera Bundle	35	\$0.00	\$0.00	\$0.00
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	5	\$0.00	\$0.00	\$0.00
Annual Payment 5	M00012	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	35	\$128,254.27	\$4,755.05	\$133,009.32
Total				\$128,254.27	\$4,755.05	\$133,009.32



**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

Agency has existing contract 00021234 (shell 00060977) originated via Quote(s): Q-181520 (shell Q-313589), Q-290640, Q-236708, Q-220209

Agency is terminating those contracts effective 05/31/2024. Any change in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under existing quotes Q-290640, Q-181520, Q-236708. All TAP obligations from this contract will be considered fulfilled upon execution of this quote.

  
\_\_\_\_\_  
Signature

06/04/2024  
\_\_\_\_\_  
Date Signed

4/5/2024



**AMENDMENT NUMBER 01 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND  
AXON ENTERPRISES INC. FOR THE PROVISION OF BODY  
CAMERAS, TASERS\*, EVIDENCE STORAGE AND  
REDACTION TOOL**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and AXON ENTERPRISE INC., of SCOTTSDALE, AZ. hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of BODY CAMERAS, TASERS\*, EVIDENCE STORAGE AND REDACTION TOOL dated JUNE 24, 2024, on County of Inyo Standard Contract No. N/A, for the term from JUNE 24, 2024 to JUNE 30, 2028.

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

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

County and Contractor hereby amend such Agreement as follows:

ADD 10 TASERS AND BODY CAMERAS, AS REFLECTED IN THE ATTACHED QUOTE Q-711733-46021DG, TO THE ORIGINAL AGREEMENT; INCREASING THE PURCHASED EQUIPMENT FROM 35 TO 45 CAMERAS AND TASERS AND ; INCREASE THE CONTRACT COST BY \$140,765.05 AMOUNT FROM \$664,465.62 TO \$805,230.67

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

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

**AMENDMENT NUMBER 01 TO  
AGREEMENT BETWEEN THE COUNTY OF INYO AND AXON ENTERPRISES INC. FOR THE  
PROVISION OF BODY CAMERAS, TASERS\*, EVIDENCE STORAGE AND REDACTION TOOL**

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

**COUNTY OF INYO**

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

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

**CONTRACTOR**

By:  \_\_\_\_\_  
Signed by: Robert E. Driscoll, Jr.  
SS0AEBB131A426 Signature

Robert E. Driscoll, Jr.  
\_\_\_\_\_  
Type or Print

Dated: 1/13/2026 | 1:10 PM MST  
\_\_\_\_\_

**APPROVED AS TO FORM AND LEGALITY:**

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


**APPROVED AS TO ACCOUNTING FORM:**

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


**APPROVED AS TO PERSONNEL REQUIREMENTS:**

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

**APPROVED AS TO RISK ASSESSMENT:**

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

**APPROVED AS TO BUDGET OFFICER**

  
\_\_\_\_\_  
County Budget Officer



Axon Enterprise, Inc.  
17800 N 85th St  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic:(800) 978-2737  
International: +1.800.978.2737

Q-711733-46021DG

Issued: 12/30/2025

Quote Expiration: 12/12/2025

Estimated Contract Start Date: 02/01/2026

Account Number: 126706

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Inyo County Sheriff's Office - CA 550 South Clay Street INDEPENDENCE, CA 93526 USA	Inyo County Sheriff's Office - CA PO Drawer S Independence CA 93526 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Eric Clinton Phone: (760) 878-0383 Email: eclinton@inyocounty.us Fax:

Quote Summary

Program Length	41 Months
TOTAL COST	\$134,931.00
ESTIMATED TOTAL W/ TAX	\$140,765.05

Discount Summary

Average Savings Per Year	\$11,448.01
TOTAL SAVINGS	\$39,114.04

Payment Summary

Date	Subtotal	Tax	Total
Feb 2026	\$17,541.03	\$758.42	\$18,299.45
Jul 2026	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2027	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2028	\$39,129.99	\$1,691.89	\$40,821.88
Total	\$134,931.00	\$5,834.05	\$140,765.05



Quote Unbundled Price:	\$174,043.70
Quote List Price:	\$143,921.00
Quote Subtotal:	\$134,931.00

## Pricing

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	41	\$402.57	\$329.10	\$329.10	\$134,931.00	\$5,834.05	\$140,765.05
<b>A la Carte Hardware</b>									
H00001	AB4 Camera Bundle	10			\$899.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>							<b>\$134,931.00</b>	<b>\$5,834.05</b>	<b>\$140,765.05</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	10	1	02/01/2026
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	11	1	02/01/2026
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	11	1	02/01/2026
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	11	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	10	2	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	200	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	100	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2027

**Hardware**

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - HANDGUN CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - TASER CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	10	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	10	1	06/29/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	06/30/2029

**Software**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - USER ACCESS - FULL VR	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	100	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	02/01/2026	06/30/2029

**Services**

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	10

**Warranties**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - TASER CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	2	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	10	08/01/2026	06/30/2029

## Shipping Locations

Location Number	Street	City	State	Zip	Country
1	550 South Clay Street	INDEPENDENCE	CA	93526	USA
2	550 South Clay Street	INDEPENDENCE	CA	93526	USA

## Payment Details

### Feb 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 1	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$17,541.03	\$758.42	\$18,299.45
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$17,541.03</b>	<b>\$758.42</b>	<b>\$18,299.45</b>

### Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 2	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 3	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.89	\$40,821.88
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.89</b>	<b>\$40,821.88</b>

**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

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Signature

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Date Signed

12/30/2025





Axon Enterprise, Inc.  
17800 N 85th St  
Scottsdale, Arizona 85255  
United States  
VAT: 86-0741227  
Domestic: (800) 978-2737  
International: +1.800.978.2737

Q-711733-46021DG

Issued: 12/30/2025

Quote Expiration: 12/12/2025

Estimated Contract Start Date: 02/01/2026

Account Number: 126706

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Inyo County Sheriff's Office - CA 550 South Clay Street INDEPENDENCE, CA 93526 USA	Inyo County Sheriff's Office - CA PO Drawer S Independence CA 93526 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Eric Clinton Phone: (760) 878-0383 Email: eclinton@inyocounty.us Fax:

### Quote Summary

Program Length	41 Months
<b>TOTAL COST</b>	<b>\$134,931.00</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$140,765.05</b>

### Discount Summary

Average Savings Per Year	\$11,448.01
<b>TOTAL SAVINGS</b>	<b>\$39,114.04</b>

Payment Summary

Date	Subtotal	Tax	Total
Feb 2026	\$17,541.03	\$758.42	\$18,299.45
Jul 2026	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2027	\$39,129.99	\$1,691.87	\$40,821.86
Jul 2028	\$39,129.99	\$1,691.89	\$40,821.88
Total	\$134,931.00	\$5,834.05	\$140,765.05

Quote Unbundled Price:	\$174,043.70
Quote List Price:	\$143,921.00
Quote Subtotal:	\$134,931.00

## Pricing

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	41	\$402.57	\$329.10	\$329.10	\$134,931.00	\$5,834.05	\$140,765.05
<b>A la Carte Hardware</b>									
H00001	AB4 Camera Bundle	10			\$899.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>							<b>\$134,931.00</b>	<b>\$5,834.05</b>	<b>\$140,765.05</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	10	1	02/01/2026
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	11	1	02/01/2026
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	11	1	02/01/2026
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	11	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	10	2	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	200	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	100	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	10	1	02/01/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2027



## Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - HANDGUN CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - TASER CONTROLLER	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	10	1	08/01/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	02/01/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	10	1	06/29/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	06/30/2029

## Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - USER ACCESS - FULL VR	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	100	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	10	02/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	02/01/2026	06/30/2029

## Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	10
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	10

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - TASER CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	1	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	2	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	10	08/01/2026	06/30/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	10	08/01/2026	06/30/2029

## Shipping Locations

Location Number	Street	City	State	Zip	Country
1	550 South Clay Street	INDEPENDENCE	CA	93526	USA
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## Payment Details

### Feb 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 1	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$17,541.03	\$758.42	\$18,299.45
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$17,541.03</b>	<b>\$758.42</b>	<b>\$18,299.45</b>

### Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 2	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 3	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.87	\$40,821.86
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.87</b>	<b>\$40,821.86</b>

### Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	H00001	AB4 Camera Bundle	10	\$0.00	\$0.00	\$0.00
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	10	\$39,129.99	\$1,691.89	\$40,821.88
<b>Total</b>				<b>\$39,129.99</b>	<b>\$1,691.89</b>	<b>\$40,821.88</b>

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

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The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

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Signature

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Date Signed

12/30/2025





# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-12

### Residential Infill Project Workshop Planning Department NO ACTION REQUIRED

#### ITEM SUBMITTED BY

Cathreen Richards, Planning Director

#### ITEM PRESENTED BY

Cathreen Richards, Planning Director

#### RECOMMENDED ACTION:

Receive a presentation on the Residential Infill Project and provide direction to staff.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The County's 6<sup>th</sup> Cycle Housing Element Update identified several factors that pose constraints to housing development, including outdated zoning and General Plan requirements. In response, the County sought and was awarded REAP 2.0 grant funding from the California Department of Housing and Community Development ("HCD") to conduct a review of zoning and General Plan requirements, such as design and density requirements, and identify updates and modifications that could help accelerate infill housing, including accessory dwelling units, in the communities of Big Pine, Independence, and Lone Pine.

The primary outcome of the project will be to identify and complete updates and modifications to the zoning and General Plan requirements that could help accelerate infill housing in the communities of Big Pine, Independence, and Lone Pine. To date, the following project components have been completed in addition to community outreach and engagement as described below.

1. **Development and Design Standards Review:** reviewed existing standards applicable to residential development, Accessory Dwelling Units, and second units.
2. **Vacant and Underutilized Lands Inventory:** established a database of parcels in Big Pine, Independence, and Lone Pine that are either undeveloped (vacant) or not being used to their full potential (underutilized), which could be developed or redeveloped for residential uses.
3. **Infill Residential Capacity Study:** applied the existing standards to infill parcels and develop recommendations for modifications to the zoning and General Plan requirements that could create more opportunities for infill residential development.

#### Community Outreach and Engagement

Staff, with support from Precision Civil Engineering, conducted two rounds of outreach in 2025, including community workshops in Big Pine, Independence, and Lone Pine, along with study sessions before the Planning Commission and Board of Supervisors. Across both rounds, roughly 80 residents participated and two online surveys (February–March, May–June, and September) collected a total of 30 responses, focusing on feedback on draft infill housing options.

#### Infill Opportunity Options

Based on the community input received, and the results of the analysis to date, staff identified the following opportunities which were further explored and analyzed:

1. **Setback Modifications and Buildable Area:** Within the designated infill areas, consider reducing the current front yard and rear yard setback for properties in R-1 and R-2 zones to increase the buildable area of these lots.
2. **Density and Unit Determination:** Within the designated infill areas, consider allowing low-density multi-unit housing such as duplexes and triplexes in the R-1 and R-2 zones, with the specific number of units to be guided by the General Plan allowable densities.
3. **Flexible Parking Requirements:** Consider flexible parking for infill and ADU projects to reduce barriers on small or constrained lots while maintaining access and safety.
4. **Accessory Dwelling Units:** Within the designated infill areas, consider a Bonus ADU Program to allow more ADUs than currently mandated by State Law.
5. **Adaptive Reuse of Existing Buildings:** Consider establishing an ordinance that encourages the conversion of underutilized buildings (both vacant residential and non-residential in residentially permitted zones) within the designated infill areas into housing.
6. **Infill Overlay Implementation:** Consider implementation through an infill overlay rather than parcel-by-parcel rezonings or General Plan amendments.

Staff will present these concepts, walk through example site layouts, and facilitate discussion on which options to refine and advance.

#### Next Steps

Staff will proceed with refinement of the options and preparation of General Plan and Zoning Ordinance amendments (as required). In addition, environmental analysis in accordance with the California Environmental Quality Act will be conducted.

#### Project Timeline

The project kicked off in January 2025 with an estimated completion in December 2026. The original grant deadline of December 2025 was extended to December 2026.

#### **FISCAL IMPACT:**

<b>Funding Source</b>	Grant Funded Regional Early Action Planning Grant (REAP 2)	<b>Budget Unit</b>	23800
<b>Budgeted?</b>	Yes	<b>Object Code</b>	
<b>Recurrence</b>	One-Time Expenditure	<b>Sole Source?</b>	No

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
Up to \$XXX for the period between XXX and XXX
<b>Future Fiscal Year Impacts</b>
Up to \$XXX for the period between XXX and XXX or N/A
<b>Additional Information</b>

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

The Board could not receive a presentation regarding the Infill project and not provide direction to staff. This is not recommended as quite a bit of time and work has gone into the project and it is an important opportunity to advance housing opportunities in the county.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

## **STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Community Revitalization Through Effective Planning

**Thriving Communities** | Highest and Best use of Property

**Thriving Communities** | Improve Housing Opportunities

## **APPROVALS:**

Danielle Visuano	Created/Initiated - 01/21/2026
Darcy Israel	Approved - 01/21/2026
Amy Shepherd	Approved - 01/22/2026
John Vallejo	Approved - 01/26/2026
Denelle Carrington	Approved - 01/27/2026
Cathreen Richards	Final Approval - 01/27/2026

## **ATTACHMENTS:**

1. Inyo County Zoning Infill Memo
2. Inyo County Community Outreach and Engagement Summary Memo - Workshop #1 & Survey #1
3. Inyo County Community Outreach and Engagement Summary Memo - Workshop #2 & Survey #2
4. Inyo County Parking Regulations Memo
5. Inyo County Adaptive Reuse - Abandoned Buildings Memo
6. Inyo County Front and Rear Yard Conceptual Layouts





**Date:** October 7, 2025

**To:** Inyo County Planning Department

**From:** Precision Civil Engineering, Inc.

**Subject:** Infill Residential Capacity Study: Identifying Opportunities and Constraints for Development Standards Modifications in Big Pine, Independence, and Lone Pine

## 1. Introduction

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The purpose of this memorandum is to summarize Precision Civil Engineering's (PCE) review, evaluation, and findings for the Inyo County Zoning and General Plan Design Standards Review and Update to Promote Residential Infill project. The memorandum is organized into the following sections with key takeaways at the end of each section, followed by recommendations.

- A. Development and Design Standards Review
  - 1. Residential Development Standards
  - 2. Additional Dwelling Unit (ADU)/Second Dwelling Unit
- B. Vacant and Underutilized Lands Inventory
  - 1. Big Pine
  - 2. Independence
  - 3. Lone Pine
- C. Infill Residential Capacity Study
  - 1. Residential Development
  - 2. ADU/Second Unit Development
- D. Recommendations

## 2. Discussion

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The purpose and findings of each task are described on the following pages.

### A. Development and Design Standards Review

The purpose of the Development and Design Standards Review is to set a baseline of existing standards applicable to residential development and ADU/second unit development. Results are used to inform the identification of requirements that could be inhibiting more infill or ADU/second unit development. The following analysis were performed and are described in greater detail in this section below:

- 1. Review Current Standards for Residential Development.
- 2. Conduct a Comparison Analysis with "Case Study" Communities.
- 3. Review Current Standards for ADU/Second Unit Development.
- 4. Identify Existing Development Characteristics for ADU/Second Unit Development.

## 1. Residential Development Standards

PCE reviewed the existing density, intensity, and development standards applicable to residential development including, but not limited to, setbacks, lot sizes, parking requirements, density, height, etc. The outcome of that review is summarized as follows.

### a. Residential Uses Permitted by Zoning District

Residential uses permitted per zoning district, including residential and commercial zoning districts, are summarized in **Table A-1**. As shown, single-family units (attached, detached) are principally permitted in all residential zoning districts and commercial zoning districts when certain occupancy requirements are met, and with a conditional use permit in the central business zoning district. Duplexes are principally permitted in the R-2, R-3, and CB zoning districts and conditionally permitted in the commercial zoning districts. Multi-family units (3+ units) are principally permitted in the R-3 and CB zoning districts and conditionally permitted in the commercial zoning districts.

**Table A-1: Residential Uses Permitted by Zoning District**

Residential Use	Zoning Districts								
	Residential Zoning Districts			Commercial Zoning Districts					Central Business Zoning Districts
	R-1	R-2	R-3	C-1	C-2	C-3	C-4	C-5	CB
Single-Family (1 unit)	P	P	P	P <sup>2</sup>	P <sup>2</sup>	P <sup>2</sup>	P <sup>2</sup>	P <sup>3</sup>	C <sup>1</sup>
Duplex (2 units)	NP	P	P	C	C	C	C	C	P
Multi-Family (3+ units)	NP	NP	P	C	C	C	C	C	P
ADU	P	P	P	P	P	P	P	P	P
<b>Legend:</b> P = Permitted Use C = Conditional Use Permit NP = Not Permitted <b>Notes:</b> 1 = A detached residential dwelling unit is conditionally permitted if it is for occupancy by the owner or lessee of the business premises on the same parcel, or by a caretaker or watchman 2 = A dwelling unit within a business building may be qualified as an accessory use if it is for occupancy by the owner or lessee of business premises therein, or by a caretaker or watchman, provided that a minimum fifty percent of the usable floor area is being utilized for the principal permitted use. 3 = Dwellings of persons regularly employed on the premises for commercial recreational activities. Mobile homes may be used for this purpose.									

### b. Residential Development Standards in Residential and Commercial Zoning Districts

Development standards for residential and commercial zoning districts are summarized in **Table A-2**. Because the project is focused on higher density, residential infill opportunities, the R-1, R-2, R-3 residential zoning districts and the C-1, C-2, C-3, C-4, C-5, and CB commercial zoning districts were selected for review.

**Table A-2: Residential and Commercial Zoning District Development Standards**

Development Standard	Residential Zoning Districts			Commercial Zoning Districts					Central Business Zoning District
	R-1	R-2	R-3	C-1	C-2	C-3	C-4	C-5	CB <sup>7</sup>
Density (du/ac)	2.0 – 4.5 (RL) or 4.6 – 7.5 (RM)	7.6 – 15 (RMH)	7.6 – 15 (RMH) or 15.1-24.0 (RH)	7.6 – 24	7.6 – 24	7.6 – 24	7.6 – 24	1 du/2.5 ac or up to 24 du/ac with clustering	7.6 - 24
Lot Area (Min.)	Varies: 5,800 sf. 6,500 sf. 7,200 sf. 9,900 sf. 10,000 sf. 12,000 sf. 14,000 sf. 0.5 acres 0.75 acres 1 acre	Varies: 6,500 sf. 13,000 sf. 14,000 sf. 15,000 sf. 1 acre 2 acres 5 acres	Varies: 6,500 sf. 10,000 sf. 20,000 sf. 1 acre 2 acres 3 acres 5 acres 10 acres	Varies: 10,000 sf. 1 acre	Varies: 10,000 sf. 0.5 acres 1 acre 1.5 acres 2 acres 2.5 acres 5 acres 6 acres	7,500 sf.	Varies: 10,000 sf. 0.5 acres 1 acre 5 acres 6 acres	Varies: 5 acres 10 acres 60 acres	10,000 sf.
Lot Width (Min.)	50 ft.	50 ft.	75 ft.	75 ft.	75 ft.	60 ft.	50 ft.	350 ft.	50 ft.
Front Yard Setback (Min.)	25 ft.	25 ft.	15 ft. or 25 ft. <sup>1</sup>	0 ft. or 20 ft. <sup>2</sup>	25 ft.	0 ft.	0 ft.	25 ft.	0 ft.
Side Yard Setback (Min.)	5 ft.	5 ft.	5 ft. per story	0 ft. or 20 ft. <sup>5</sup>	0 ft.	0 ft. <sup>3</sup>	0 ft. or 5 ft. <sup>4</sup>	20 ft.	0 ft. <sup>7</sup>
Rear Yard Setback (Min.)	20 ft.	20 ft.	15 ft.	0 ft. or 20 ft. <sup>5</sup>	0 ft. or 20 ft. <sup>5</sup>	0 ft.	0 ft. or 20 ft. <sup>5</sup>	20 ft.	0 ft. <sup>7</sup>
Height (Max.)	35 ft. (2.5 stories)	40 ft. (3 stories)	40 ft. (3 stories)	40 ft. (3 stories) or 20 ft. <sup>6</sup>	40 ft. (3 stories) or 20 ft. <sup>6</sup>	40 ft. (3 stories)	40 ft. (3 stories)	30 ft. (2.5 stories)	40 ft. (3 stories) <sup>7</sup>

Parking (Min.)	2 sp per unit	2 sp per unit	2 sp per unit plus 1 guest parking space for each 4 units	1 sp for each 400 sf.	1 sp for each 300 sf.	1 sp for each 200 sf.	1 sp per unit	2 sp per unit	1 sp for each 400 sf.
<b>Notes:</b> 1 = 25 ft. when abutting R-1 or R-2 unless adjacent property has nonconforming structure, then same as the adjacent developed property 2 = 20 ft. when abutting a residential parcel 3 = Except when abutting an R district, then shall not be less than requirement of abutting R zone 4 = 5 ft. for each story if adjacent to R district 5 = 20 ft. when abutting a residential parcel 6 = 20 ft. when located within 50 ft. of an R district 7 = Residential Adjacency Exceptions. Where a parcel abuts a residentially zoned parcel and no public right-of-way for a street or alleyway lies between the central business and residentially zoned parcels, the following standards apply to the lot line that is common to the central business and residentially zoned parcels: 1. Rear Yard Setback: same as is required for residential parcel, 2. Side Yard Setback: same as is required for residential parcel, 3. Building Height: average of what is required for residential parcel and what is required of commercial parcel;									

c. *Comparison Analysis with Case Study Communities*

A comparison analysis of development standards for residential uses was conducted with select case study communities. An overview of the selected case study communities, in addition to Inyo County, is summarized in **Table A-3**. Of the case study communities, Inyo County is the largest geographically and has the third largest population, but the lowest population density. These metrics indicate that Inyo County has a large and dispersed population.

Development standards by residential zoning district per case study community and Inyo County are summarized in **Table A-4**. Development standards generally cover low-density single family, low- to medium-density multi-family, and medium- to high-density multi-family residential uses. Overall, Inyo County permits smaller lot sizes than the case study communities but has greater front and rear yard setback requirements and lower maximum height requirements than the case study communities.

**Table A-3: Overview of Case Study Communities**

<b>Information Category</b>	<b>Case Study Communities</b>				
	<b>Inyo County</b>	<b>Modoc County</b>	<b>Mono County</b>	<b>Lassen County</b>	<b>Plumas County</b>
<b>Location</b>	East central portion of CA	Northeastern CA, bordering Nevada and Oregon	East central portion of CA	Northeastern CA on the Eastern slopes of the Sierra Nevada Mountain range	Northern CA where Sierra Nevada and Cascade Mountain ranges meet
<b>County Seat</b>	Independence	Alturas	Bridgeport	Susanville	Quincy
<b>Population (2023)</b>	18,527	8,500	13,066	28,861	19,131
<b>Population Density</b>	1.9/sq. mi	2.1/sq. mi	4.2/sq. mi	6.9/sq. mi	7.6/sq. mi
<b>Area</b>	10,227 mi <sup>2</sup>	4,203 mi <sup>2</sup>	3,132 mi <sup>2</sup>	4,720 mi <sup>2</sup>	2,613 mi <sup>2</sup>

**Table A-4: Comparison of Residential Development Standards**

Residential Use	Development Standard	Case Study Communities				
		Inyo County	Modoc County	Mono County	Lassen County	Plumas County
Low-Density Single-Family Residential	Zoning District	One Family Residences (R-1)	Residential Low Density (RL)	SFR	Single-Family (R-1)	Single-Family (2-R, 3-R, 7-R)
	Density	2.0 – 4.5 (RL) or 4.6 – 7.5 (RM)	7 du/ac with public water/sewer or 1 du/3 ac without public water or sewer	1 du/lot	1 to 7.25 du/ac (max.)	2-7 du/ac
	Lot Area (Min.)	5,800 sf.	10,000 sf. (when water and sewer are available)	7,500 sf.	Not specified	2-R: 21,780 sf. 3-R: 14,519 sf. 7-R: 6,222 sf.
	Lot Coverage (Max.)	Not specified	60%	40%	35%	50%
	Front Yard (Min.)	25 ft.	20 ft.	20 ft.	15 ft. (when 4+ lots in block are improved)	20 ft.
	Side Yard (Min.)	5 ft.	5 ft. – 20 ft.	10 ft.	5 ft. (with design review)	5 ft. (per story)
	Rear Yard (Min.)	20 ft.	5 ft.	10 ft.	20 ft.	5 ft. (per story)
	Height (Max.)	35 ft. (2.5 stories)	50 ft.	35 ft. - 45 ft. (if side/rear yards increased 1 ft. for each ft. over 35 ft.)	35 ft. (with design review)	35 ft.

	Parking/Unit (Min.)	2 spaces	1 bedroom: 1 space 2+ bedrooms: 2 spaces	2 spaces	2 spaces	2 spaces
Low to Medium Density Multi-Family Residential	Zoning District	Multiple Residential (R-2)	N/A	MFR – L	Limited Multiple-Family (R-2)	Multiple Family (M-R)
	Density	7.6 – 15 (RMH)		11.6 du/ac	8 du/ac (min.)	21.8 du/ac (max.)
	Lot Area (Min.)	6,500 sf.		7,500 sf.	Not specified	6,000 sf.
	Lot Coverage (Max.)	Not specified		40%	35%	50%
	Front Yard (Min.)	25 ft.		20 ft. – 30 ft.	15 ft. (when 4+ lots in block are improved)	0 ft.
	Side Yard (Min.)	5 ft.		10 ft. – 30 ft.	5 ft. (with design review)	5 ft. (per story)
	Rear Yard (Min.)	20 ft.		10 ft. – 30 ft.	20 ft.	5 ft. (per story)
	Height (Max.)	40 ft. (3 stories)		35 ft. - 45 ft. (if side/rear yards increased 1 ft. for each ft. over 35 ft.)	35 ft. (with design review)	35 ft.
	Parking/Unit (Min.)	2 spaces		2 spaces, and 1 guest parking space for each 6 units	2 spaces	2 spaces
Medium to High Density Multi-Family	Zoning District	Multiple Residential (R-3)	Residential High (R-H)	MFR -M MFR - H	Multiple-Family (R-3)	N/A



Residential	Density	7.6 – 15 (RMH) or 15.1 – 24.0 (RH)	13 du/ac with public water/sewer or 1 du/3 ac without public water or sewer	15	8 du/ac (min.)	
	Lot Area (Min.)	10,000 sf.	6,000 sf. (when water and sewer are available)	7,500 sf. or number of units X 2,904 sf. if 3+ units	Not specified	
	Lot Coverage (Max.)	Not specified	60%	60%	60%	
	Front Yard (Min.)	15 ft. or 25 ft. when abutting R-1 or R-2	20 ft.	20 ft. – 30 ft.	15 ft. (when 4+ lots in block are improved)	
	Side Yard (Min.)	5 ft. (per story)	5 ft. – 20 ft.	10 ft. – 30 ft.	5 ft.	
	Rear Yard (Min.)	15 ft.	5 ft.	10 ft. – 30 ft.	15 ft.	
	Height (Max.)	40 ft. (3 stories)	50 ft. (2 stories)	35 ft. - 45 ft. (if side/rear yards increased 1 ft. for each ft. over 35 ft.)	45 ft.	
	Parking/Unit (Min.)	2 spaces plus one guest parking for each 4 units	1 bedroom: 1 space 2+ bedrooms: 2 spaces	2 spaces, and 1 guest parking space for each 6 units	2 spaces	

*d. Key Takeaways*

Key takeaways from the review of residential development standards and comparison analysis with case study communities are summarized below. Generally, while Inyo County's zoning broadly allows for residential uses, the review indicates that specific development standards – including minimum lot size, setbacks, parking, and height requirements – could restrict infill and higher-density housing development.

Residential Inclusion in Commercial Zones

Residential uses are permitted in many commercial zone districts (C-1 through C-5, CB) including single-family, duplex, and multi-family. This indicates support for residential infill and mixed-use development within non-residential areas, which can help increase housing opportunities.

Limitations to Buildable Area and Density

Minimum lot size requirements vary significantly and are generally large, which can serve as a barrier to achieving maximum density or enabling the creation of smaller lots. In addition, the minimum setbacks in R-2 and R-2 zones (25 feet front, 20 feet rear) can significantly reduce the buildable area of parcels, making it challenging to maximize density or accommodate additional units including ADUs. While commercial zones generally have more flexibility (0 feet), adjacency to residential zones can trigger more restrictive requirements. In addition, higher parking minimums in residential zones may constrain site design, increase development costs, and limit the number of units that can physically fit on a parcel.

Inconsistent Approach to Density Constraints Compared to Case Study Communities

Compared to the case study communities, Inyo County generally permits smaller minimum lot sizes for low-density single-family residential development. However, Inyo County has greater minimum front and rear yard setbacks, lower maximum building height requirements, and higher minimum parking standards than the comparable communities. These standards can limit the overall buildable area and vertical density achievable on parcels, restricting infill and higher-density development.

**2. ADU/Second Dwelling Unit Development Standards**

*a. Overview of Current ADU Standards*

PCE conducted a review of the County's existing ADU ordinance and of current State Law to produce a checklist of existing development and design standards applicable to ADUs in Inyo County. The County's ADU regulations are contained in Section 18.78.340 – Accessory Dwelling Units of the Zoning Ordinance. To ensure compliance with State ADU law, the County permits ADUs in all residential and mixed-use zones and allows all ADU applications to be ministerially reviewed for conformance with the minimum allowable standards. Therefore, the County's current standards for ADUs are consistent with the minimum allowable standards of State ADU Law. Current State ADU law is summarized in **Table A-5**.

Beyond Section 18.78.340, PCE reviewed other sections of the Zoning Ordinance that could apply to ADUs. Based on this review, PCE identified potential modifications including, 1) clearly designating ADUs as permitted uses within relevant residential (e.g., R-1, R-2, etc.) and mixed-use (e.g., CB) zoning districts under "permitted uses," 2) including a statement that ADUs are a distinct housing type and are not classified as

general “accessory buildings,” and 3) amending the definition of ADUs to include Manufactured Homes and Tiny Homes as permissible ADU types.

*a. Existing Development Characteristics for ADU/Second Unit Development*

PCE conducted a review of Annual Progress Reports and available building permit records to identify characteristics of ADU/second unit development that has been proposed and/or built in the County within the past five (5) years. The County has received 30 ADU permit applications between 2019 and 2023, with ADUs ranging in size from approximately 300 square feet to 750 square feet.

*b. Key Takeaways*

Key takeaways from the review of ADU/second dwelling unit development standards are summarized below. Generally, the County’s ADU development standards align with State ADU Law, but there is the potential for some modifications to further encourage ADU development.

Compliance with State Law

Inyo County’s ADU ordinance is consistent with current State ADU Law, allowing ADUs in all residential and mixed-use zones, and ensuring a streamlined, ministerial review process.

Potential for Multiple ADUs Per Lot

State ADU Law, as adopted by the County, enables significant ADU capacity. For single-family lots, this means up to three (3) ADUs are allowed (one (1) detached, one (1) attached, and one Junior ADU). For multi-family, this means at least one (1) internal conversion ADU, plus up to eight (8) detached ADUs (not exceeding the number of existing units) or up to 25% of existing units converted to ADUs are allowed.

Flexible Development Standards for ADUs

State ADU Law provides specific, more flexible development standards for ADUs compared to primary dwellings, such as reduced setbacks (minimum four (4) foot side and rear yard), higher size limits (up to 1,000 square feet for detached ADUs and 1,200 square feet or 50% of the primary dwelling, whichever is less for attached ADUs), and parking exemptions.

Opportunities for Zoning Ordinance Modifications

Beyond current compliance, the review identified specific modifications to further encourage ADU development including clearer permitted use designations, distinct housing type classification, and expanded definitions to include Manufactured Homes and Tiny Homes, which broadens the range of permissible ADU types.

Demonstrated ADU Interest

Local building permit records show that residents are interested in ADUs, with 30 ADU applications received between 2019 and 2023.

**Table A-5: Minimum Requirements for Development Standards by ADU Type per State Law**

Development Standard	Minimum Requirements Per State ADU Law			
	Detached ADU		Attached ADU	
	New Construction	Converted Structure	New Construction	Converted Space
<b>Number (Max.)</b>	<p><b>Single-Family Lots:</b> 1 Detached ADU (plus 1 attached and 1 Junior ADU)</p> <p><b>Multi-Family Lots:</b> Up to 8 Detached ADUs, not to exceed number of existing units on the lot - or - Up to 2 Detached ADUs on lots with a proposed multi-family dwelling</p>		<p><b>Single-Family Lots:</b> 1 Attached ADU - and - 1 Junior ADU</p> <p><b>Multi-Family Lots:</b> At least 1 interior ADU conversion - and - Up to 25% of the total number of units on lots with existing multi-family dwellings</p>	
<b>Size (Max.)</b>	<p><b>1 Bedroom:</b> Up to 850 sq. ft.</p> <p><b>1+ Bedrooms:</b> Up to 1,000 sq. ft.</p>	Same size of the structure being converted but may be increased up to an additional 150 sq. ft. to accommodate entering and exiting the ADU	<p><b>Junior ADUs:</b> Up to 500 sq. ft.</p> <p><b>All Other ADUs:</b> 50% of the existing primary dwelling, or 850 sq. ft. for a 1-bedroom unit or 1,000 sq. ft. for unit with more than 1-bedroom, whichever is greater</p>	<p><b>Junior ADUs:</b> Up to 500 sq. ft.</p> <p><b>All Other ADUs:</b> 50% of the floor area of the existing primary dwelling, or 1,200 square feet, whichever is less</p>
<b>Setbacks (Min.)</b>	<p><b>Front Yard:</b> As established in the zone district, provided the setback does not preclude the construction of an up to 800 sq. ft. ADU with 4 ft. side and 4 ft. rear yard setbacks</p> <p><b>Side Yard:</b> 4 ft.</p> <p><b>Rear Yard:</b> 4 ft.</p>	If constructed in the same location and to the same dimensions as the existing structure, then the ADU shall maintain the same setbacks as the existing structure or minimum setbacks of 4 ft. from the side and rear yards, whichever is less	<p><b>Front Yard:</b> As established in the zone district</p> <p><b>Side Yard:</b> 4 ft.</p> <p><b>Rear Yard:</b> 4 ft.</p>	If constructed in the same location and to the same dimensions as the existing structure, then the ADU shall maintain the same setbacks as the existing structure or minimum setbacks of 4 ft. from the side and rear yards, whichever is less

<b>Height (Max.)</b>	<p>16 ft. on a lot with a proposed or existing single-family or multi-family dwelling</p> <p>18 ft. on a lot with an existing or proposed multi-family, multi-story dwelling</p>	Same height as the space being converted	The height of the existing single-family or multi-family dwelling, or 25 ft., whichever is less	Same height as the space being converted
<b>Parking (Min.)</b>	1 space per unit or bedroom, whichever is less unless exceptions are met		<p><b>Junior ADUs:</b> None required</p> <p><b>All Other ADUs:</b> 1 space per unit or bedroom, whichever is less unless exceptions are met</p>	

## B. Vacant and Underutilized Lands Inventory

The purpose of the Vacant and Underutilized Lands Inventory is to establish a database that compiles information about parcels of land in Big Pine, Independence, and Lone Pine that are either undeveloped (i.e., vacant) or not being used to their full potential (i.e., underutilized), which could potentially be developed or redeveloped for residential uses. For the purposes of this inventory, these parcels are labeled as “infill.”

### 1. Methodology

#### a. Review and Update Countywide Vacant Lands Inventory

PCE reviewed and as needed, updated the Countywide Vacant Lands Inventory for properties with all the following characteristics, in Big Pine, Independence, and Lone Pine:

- Zoned to allow residential uses (including commercial zones).
- Classified vacant according to County assessor’s data as of 2025.
- Located within a local fire protection district.
- Located within or adjacent to a water and/or sanitary sewer service district.
- Designated as private or County.
- Located near public transportation and other services.

#### b. Create Underutilized Lands Inventory

PCE then created an inventory of underutilized properties in Big Pine, Independence, and Lone Pine, where “underutilized land” means a parcel of land that is zoned to allow residential uses but is not currently built to the intensity allowed by the underlying land use or zoning designation. Determining underutilized lands consisted of the following steps.

- Identify Non-Vacant Infill Parcels that are:
  - Zoned to allow residential uses (including commercial zones).
  - Designated with a residential or non-residential property class in the County’s GIS database as of 2025.
  - Located within a local fire protection district.
  - Located within or adjacent to a water and/or sanitary sewer service district.
  - Designated as private or County.
  - Located near public transportation and other services.
- Verify (or approximate) existing development characteristics (e.g., density, FAR, height) of the identified Non-Vacant Infill Parcels through aerial imagery, photos or information provided by the County, real estate data (e.g., Redfin, Zillow, etc.), or other methods.

### 2. Vacant and Underutilized Lands Inventory

#### c. Big Pine Community

There are 21 infill parcels in Big Pine. These parcels are listed in **Table B-1** and shown in **Figure B-1** and **Figure B-2**. Four (4) out of 21 parcels are currently developed with a single-family residence; the remaining parcels are vacant and undeveloped. The four (4) developed parcels are included in this inventory because

the underlying zone district (R-3-1.0) allows for additional units. As shown, parcel size ranges from approximately 0.16 acres (6,969 square feet) to approximately 1.13 acres (49,222 square feet). The parcels are primarily planned and zoned for residential use (15 out of 21 parcels), with six (6) parcels planned and zoned for central business or commercial uses.

*d. Independence Community*

There are 15 infill parcels in Independence. These parcels are listed in **Table B-2** and shown in **Figure B-3** and **Figure B-4**. Fourteen (14) out of 15 parcels are currently undeveloped; the remaining parcel is currently used as a trailer connect. As shown, parcel size ranges from approximately 0.15 acres (6,500 square feet) to approximately 0.34 acres (15,000 square feet). Eight (8) parcels are planned and zoned for central business or commercial uses and seven (7) parcels are planned and zoned for residential uses.

*e. Lone Pine Community*

There are 18 infill parcels in Lone Pine. These parcels are listed in **Table B-3** and shown in **Figure B-5** and **Figure B-6**. Three (3) out of 18 parcels are currently developed with a single-family residence; the remaining parcels are vacant and undeveloped. The three (3) developed parcels are included in this inventory as underutilized parcels because the parcels can either be subdivided further, or an additional unit is allowed by the site's zoning. As shown, parcel size ranges from approximately 0.11 acres (5,000 square feet) to approximately 2.5 acres (108,900 square feet). The parcels are primarily zoned for residential uses (14 out of 18 parcels), with four (4) parcels planned and zoned for central business or commercial uses.

### **3. Key Takeaways**

*a. Significant Housing Opportunities*

The inventory establishes a database of 54 infill parcels across Big Pine (21 parcels), Independence (15 parcels), and Lone Pine (18 parcels) that have the potential for residential development.

*b. Vacant Parcels Available for Immediate Development*

A significant majority of the identified infill sites are currently vacant and undeveloped (17 in Big Pine, 14 in Independence, 15 in Lone Pine). These parcels represent immediate opportunities for development.

*c. Underutilized Land with Additional Capacity*

Beyond vacant lots, the inventory also includes some developed but underutilized parcels (4 in Big Pine, 1 in Independence, and 3 in Lone Pine). These parcels, primarily single-family residences on multi-family zoned land, provides potential for increased housing density through additional units or subdivisions.

*d. Diverse Parcel Sizes and Zoning*

The infill parcels range in size, from approximately 0.11 acres (5,000 square feet) to 2.5 acres (108,900 square feet), and are distributed across both residential and commercial zone districts in all three communities, which provides flexibility for diverse housing types.

**Table B-1: Vacant and Underutilized Lands Inventory – Big Pine**

<b>APN</b>	<b>Land Use Designation</b>	<b>Zoning</b>	<b>Existing Use</b>	<b>Acreage</b>
003-155-14	Central Business District (CBD)	Central Business (CBD)	Vacant	0.17
003-210-10	Residential Medium-High Density (RMH)	Multiple Residential (R3-1.0)	Single-Family Residence	1.13
003-210-30	Central Business District (CBD)	Central Business (CBD)	Vacant	0.41
004-010-09	Residential Low Density (RL)	One Family Residences (R1-10,000)	Vacant	0.22
004-020-23	Residential Medium Density (RM)	Multiple Residential (R3-1.0)	Single-Family Residence	0.85
004-031-17	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.25
004-031-18	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.25
004-031-31	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.65
004-032-09	Residential Medium-High Density (RMH)	Multiple Residential (R3-1.0)	Single-Family Residence	1.00
004-032-13	Central Business District (CBD)	Central Business (CBD)	Vacant	0.36
004-032-17	Residential Medium-High Density (RMH)	Multiple Residential (R3-1.0)	Single-Family Residence	0.89
004-040-04	Central Business District (CBD)	Central Business (CBD)	Vacant	0.80
004-040-22	Central Business District (CBD)	Central Business (CBD)	Vacant	0.35
004-070-42	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.17
004-090-05	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.60
004-101-09	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	1.00
004-152-18	Central Business District (CBD)	Central Business (CBD)	Vacant	0.25
018-290-35	Residential Medium Density (RM)	One Family Residences (R1-7,200)	Vacant	0.22
018-290-54	Residential Medium Density (RM)	One Family Residences (R1-7,200)	Vacant	0.22
018-320-04	Residential Medium Density (RM)	PUD-ORD-326	Vacant	0.16
018-340-09	Residential Medium Density (RM)	PUD-ORD-326	Vacant	0.27



**Table B-2: Vacant and Underutilized Lands Inventory – Independence**

<b>APN</b>	<b>Land Use Designation</b>	<b>Zoning</b>	<b>Existing Use</b>	<b>Acreage</b>
002-052-05	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-086-10	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-095-13	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-096-21	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-104-10	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-104-11	Central Business District (CBD)	Central Business (CBD)	Vacant	0.15
002-096-19	Central Business District (CBD)	Central Business (CBD)	Vacant	0.30
002-025-11	Central Business District (CBD)	Central Business (CBD)	Vacant	0.34
002-034-07	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.15
002-051-04	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.15
002-095-09	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.15
002-036-10	Residential Medium-High Density (RMH)	One Family Residences (R1-5,800)	Vacant	0.17
002-055-12	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.30
002-036-01	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Trailer Connect	0.22
002-035-11	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.30

**Table B-3: Vacant and Underutilized Lands Inventory – Lone Pine**

APN	Land Use Designation	Zoning	Existing Use	Acreage
005-106-04	Central Business District (CBD)	Central Business (CBD)	Vacant	0.11
005-106-08	Central Business District (CBD)	Central Business (CBD)	Vacant	0.11
005-066-01	Central Business District (CBD)	Central Business (CBD)	Vacant	0.23
005-146-07	Central Business District (CBD)	Central Business (CBD)	Vacant	0.42
005-091-08	Residential Low Density (RL)	One Family Residences (R1-10,000)	Vacant	0.11
005-091-07	Residential Low Density (RL)	One Family Residences (R1-10,000)	Vacant	0.12
005-071-09	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.16
005-071-10	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.17
005-109-48	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.20
005-113-32	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Vacant	0.25
005-074-29	Residential Medium Density (RM)	One Family Residences (R1-5,800)	Single-Family Residence	0.67
005-010-24	Residential Medium Density (RM)	One Family Residences (R1-7,200)	Vacant	0.15
026-044-01	Residential Medium Density (RM)	One Family Residences (R1-7,200)	Vacant	1.25
026-044-06	Residential Medium Density (RM)	One Family Residences (R1-7,200)	Single-Family Residence	2.50
005-112-28	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Single-Family Residence	0.17
005-072-03	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.17
005-073-29	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.17
005-112-15	Residential Medium-High Density (RMH)	Multiple Residential (R2-6,500)	Vacant	0.17

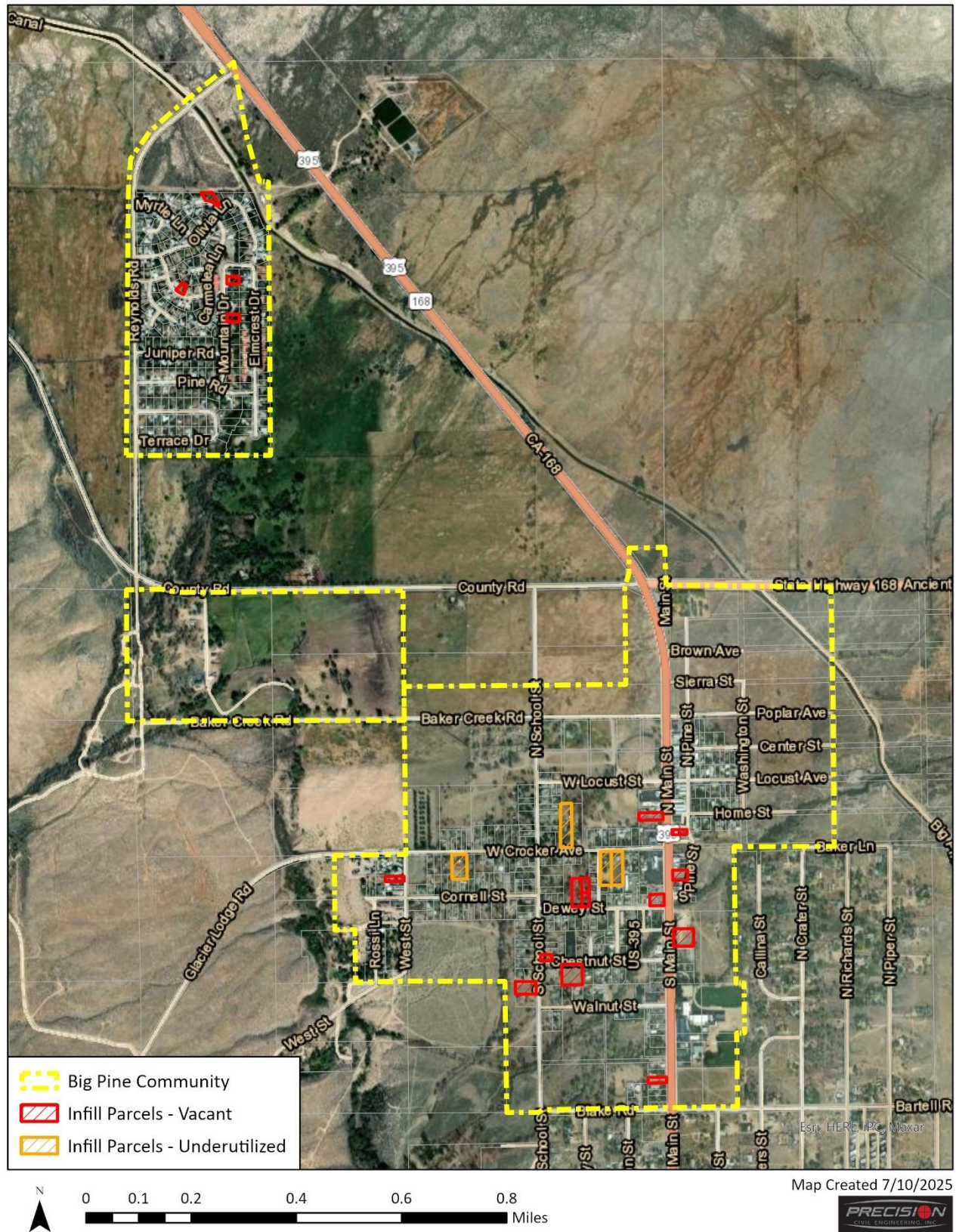


Figure B-1 Vacant and Underutilized Inventory (Aerial) – Big Pine



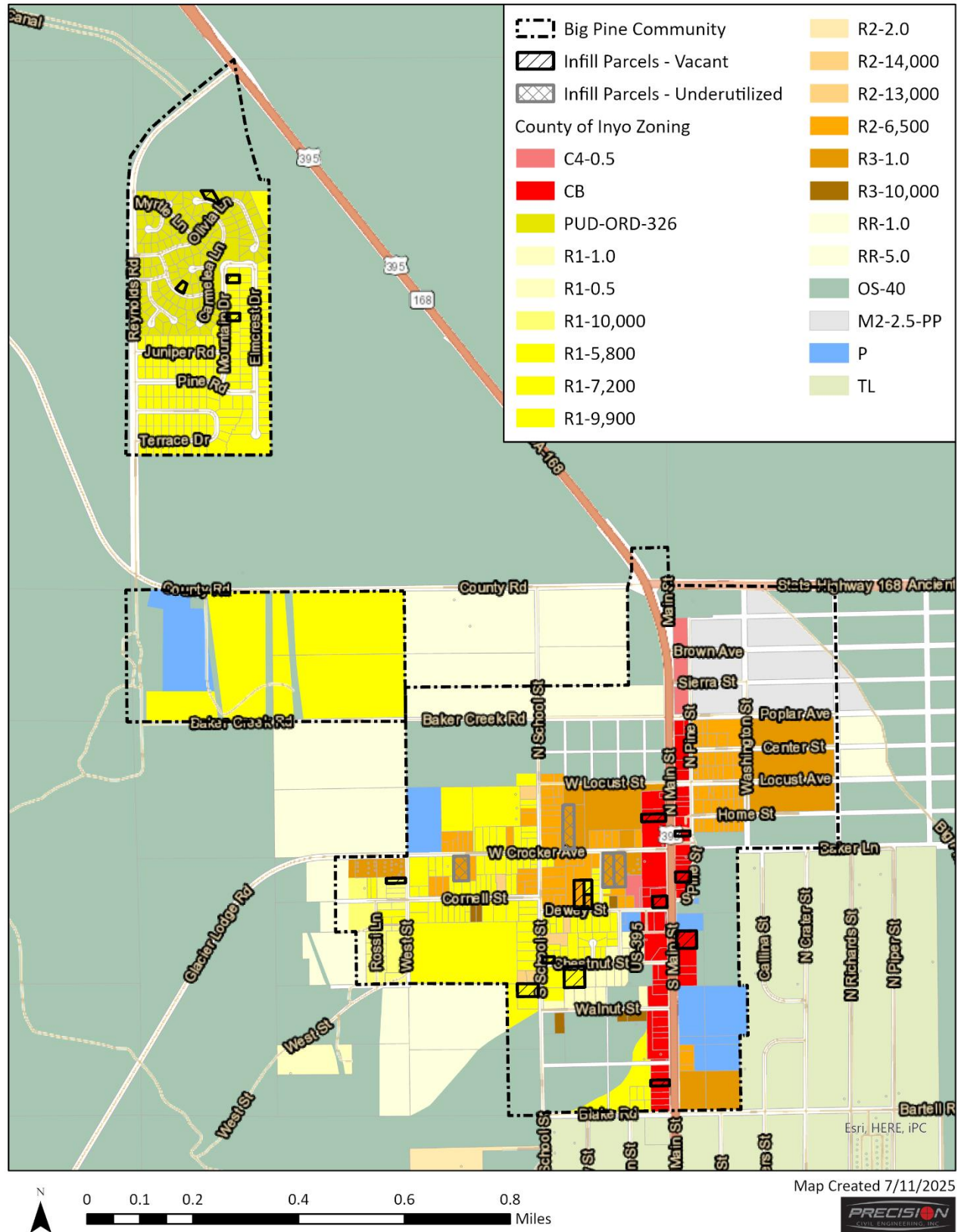


Figure B-2 Vacant and Underutilized Inventory (Zoning) – Big Pine



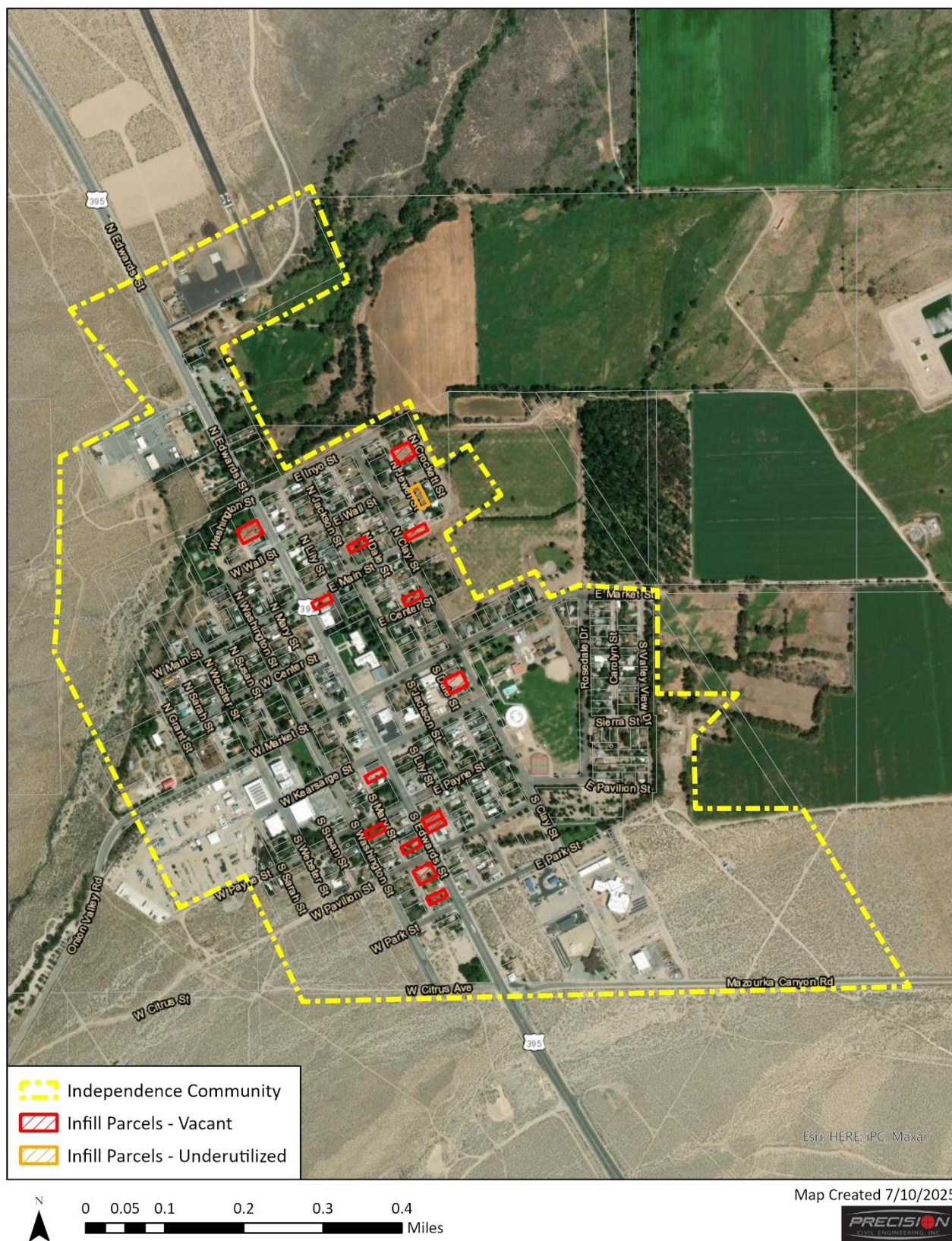


Figure B-3 Vacant and Underutilized Lands Inventory (Aerial) – Independence







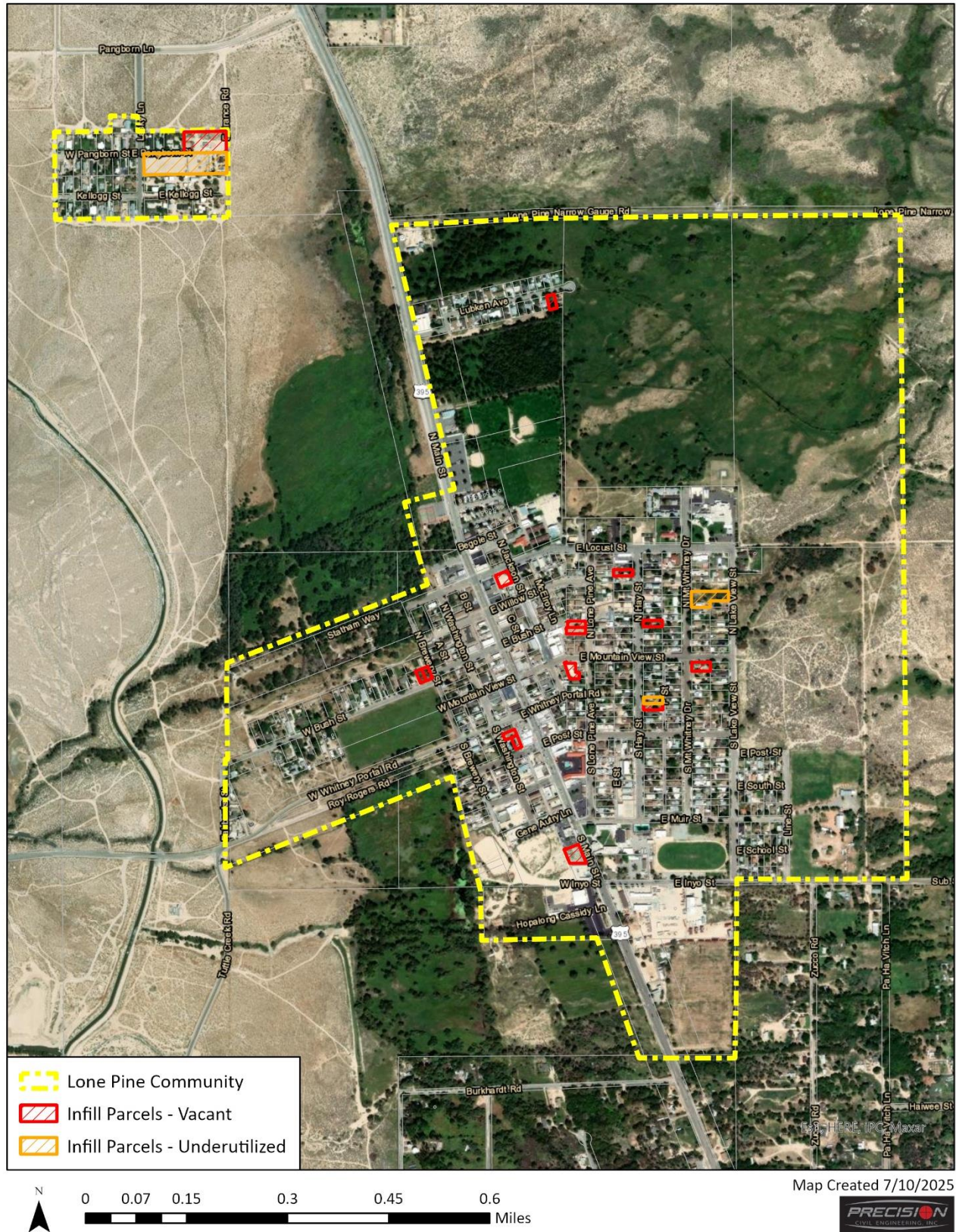


Figure B-5 Vacant and Underutilized Lands Inventory (Aerial) – Lone Pine

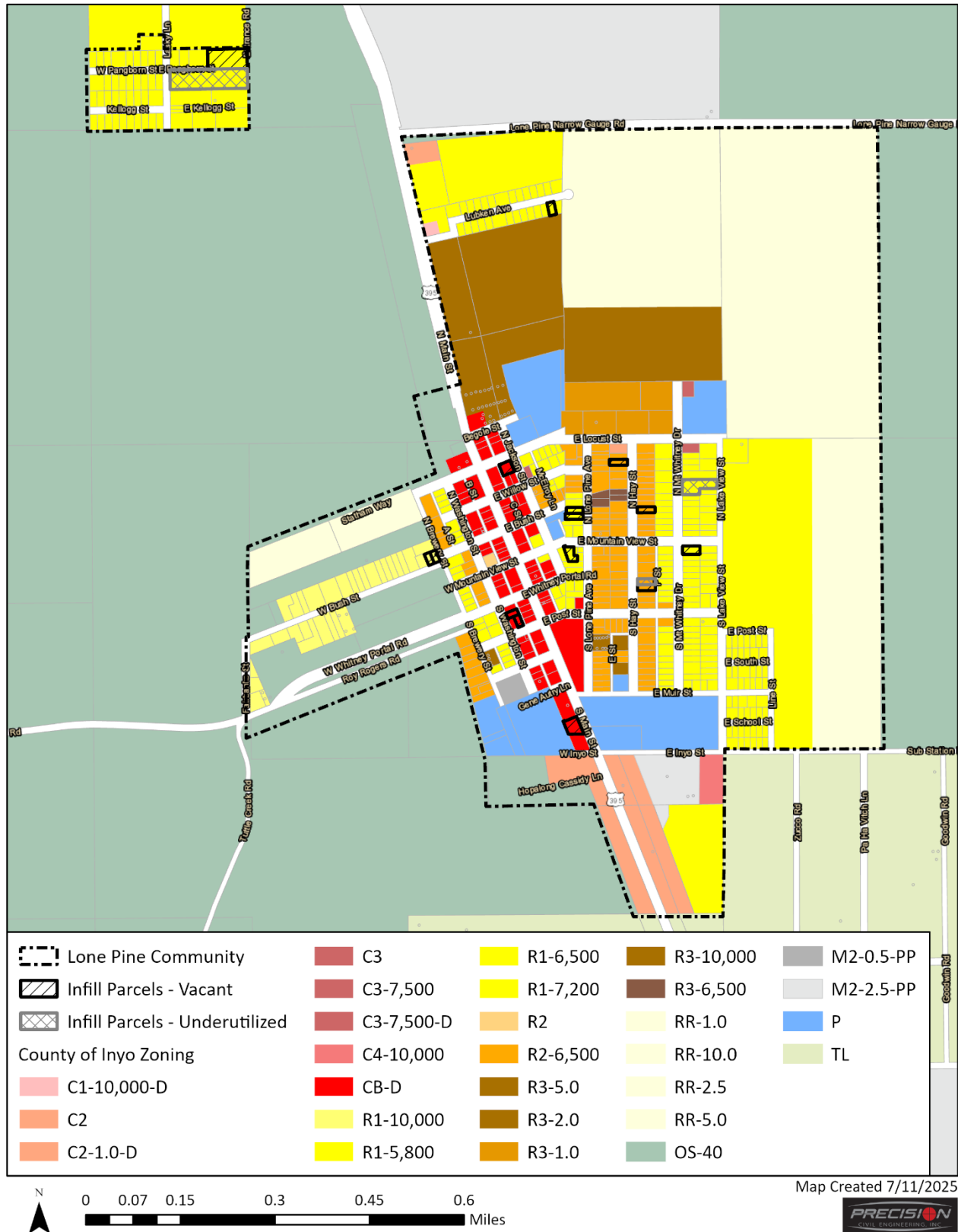


Figure B-6 Vacant and Underutilized Inventory (Zoning) – Lone Pine



## **C. Infill Residential Capacity Study**

The purpose of the Infill Residential Capacity Study is to identify recommendations for modifying development and design standards that could create more opportunities for infill residential development including ADUs and second units.

### **1. Parcel Screening and Initial Feasibility**

This section details the initial assessment of the infill parcels, focusing on whether identified infill parcels can accommodate residential development at their maximum allowable density under current regulations. By conducting a 'test fit' analysis, this analysis establishes a baseline understanding of the development capacity of these parcels before exploring modifications to existing standards.

#### *a. Test Fit Analysis*

Utilizing the Vacant and Underutilized Lands Inventories, a “test fit” was performed on each infill parcel to analyze whether each parcel can be developed at the maximum density (e.g., General Plan maximum dwelling units per acre by land use designation) under the existing development standards. Only seven (7) parcels out of the total analyzed were identified as not capable of reaching maximum density due to use limits and minimum lot size. The test fit analysis is shown in **Table C-1**.

Table C-1: Fit Test Analysis

APN	GP	Zoning	Lot Width, Depth		Lot Size (Sf.)	Permitted Density (Minium, Maximum)		Required Setbacks (Front, Side, Rear)			Permitted Uses	Max. Units Per GP	Required Parking	Buildable Area	Can parcel be developed with max. density?
002-036-01	RMH	R2-6,500	65	150	9,750	7.6	15.0	25	5	20	Single-Family, Duplex	3	6	5,775	N [1]
002-036-10	RMH	R1-5,800	50	150	7,489	7.6	15.0	25	5	20	Single-Family	2	4	4,200	N [2]
004-031-18	RMH	R2-6,500	76.5	142.33	10,903	7.6	15.0	25	5	20	Single-Family, Duplex	3	6	6,472	N [3]
004-031-31	RMH	R2-6,500	100	284.67	28,360	7.6	15.0	25	5	20	Single-Family, Duplex	9	18	21,570	N [4]
018-340-09	RM	PUD-ORD-326	146 / 113	144	11,761	4.6	7.5	25	5	20	Single-Family	2	4	-	N [5]
026-044-01	RM	R1-7,200	165	330	54,450	4.6	7.5	25	5	20	Single-Family	9	18	44,175	N [6]
026-044-06	RM	R1-7,200	165	648.1	108,900	4.6	7.5	25	5	20	Single-Family	18	36	93,481	N [7]
002-025-11	CBD	CB	100	150	15,000	7.6	24.0	0	0	0	Multiple-Family	8	18	15,000	Y
002-034-07	RM	R1-5,800	50	130	6,500	4.6	7.5	25	5	20	Single-Family	1	2	3,400	Y
002-035-11	RMH	R2-6,500	100	130	13,000	7.6	15.0	25	5	20	Single-Family, Duplex	4	8	7,650	Y
002-051-04	RM	R1-5,800	50	130	6,500	4.6	7.5	25	5	20	Single-Family	1	2	3,400	Y
002-052-05	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
002-055-12	RM	R1-5,800	100	130	13,000	4.6	7.5	25	5	20	Single-Family	2	4	7,650	Y

002-086-10	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
002-095-09	RM	R1-5,800	50	130	6,500	4.6	7.5	25	5	20	Single-Family	1	2	3,400	Y
002-095-13	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
002-096-19	CBD	CB	100	130	13,000	7.6	24.0	0	0	0	Multiple-Family	7	16	13,000	Y
002-096-21	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
002-104-10	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
002-104-11	CBD	CB	50	130	6,500	7.6	24.0	0	0	0	Multiple-Family	3	7	6,500	Y
003-155-14	CBD	CB	50.18	149.28	7,527	7.6	24.0	0	0	0	Multiple-Family	4	9	7,491	Y
003-210-10	RMH	R3-1.0	111.87	440	49,223	7.6	15.0	15	5	15	Single-Family, Duplex, Multiple Family	16	36	41,767	Y
003-210-30	CBD	CB	75	240	18,009	7.6	24.0	0	0	20	Multiple-Family	9	20	16,500	Y
004-010-09	RL	R1-10,000	50	189.95	9,498	2.0	4.5	25	5	20	Single-Family	1	2	5,798	Y
004-020-23	RM	R3-1.0	149	247.6	36,892	4.6	7.5	15	5	15	Single-Family, Duplex, Multiple Family	6	14	30,246	Y
004-031-17	RM	R1-5,800	76.5	142.34	10,904	4.6	7.5	25	5	20	Single-Family	1	2	6,473	Y
004-032-09	RMH	R3-1.0	128.5	340	43,690	7.6	15.0	15	5	15	Single-Family, Duplex, Multiple Family	15	34	36,735	Y

004-032-13	CBD	CB	115.5	143	15,756	7.6	24.0	0	0	0	Multiple-Family	8	18	16,517	Y
004-032-17	RMH	R3-1.0	113.5	340	38,590	7.6	15.0	15	5	15	Single-Family, Duplex, Multiple Family	13	29	32,085	Y
004-040-04	CBD	CB	175	200	35,000	7.6	24.0	0	0	0	Multiple-Family	19	43	35,000	Y
004-040-22	CBD	CB	102	150	15,351	7.6	24.0	0	0	0	Multiple-Family	8	18	15,300	Y
004-070-42	RM	R1-5,800	62.13	115.9	7,201	4.6	7.5	25	5	20	Single-Family	1	2	3,696	Y
004-090-05	RM	R1-5,800	125.12	208.8	26,125	4.6	7.5	25	5	20	Single-Family	4	8	18,857	Y
004-101-09	RM	R1-5,800	208.8	208.86	43,609	4.6	7.5	25	5	20	Single-Family	7	14	32,575	Y
004-152-18	CBD	CB	58.6	188	10,595	7.6	24.0	0	0	20	Multiple-Family	5	11	9,845	Y
005-010-24	RM	R1-7,200	60	111	6,690	4.6	7.5	25	5	20	Single-Family	1	2	3,300	Y
005-066-01	CBD	CB-D	100	100	10,000	7.6	24.0	0	0	0	Multiple-Family	5	11	10,000	Y
005-071-09	RM	R1-5,800	50	140	7,000	4.6	7.5	25	5	20	Single-Family	1	2	3,800	Y
005-071-10	RM	R1-5,800	50	149.72	7,486	4.6	7.5	25	5	20	Single-Family	1	2	4,189	Y
005-072-03	RMH	R2-6,500	50	150	7,500	7.6	15.0	25	5	20	Single-Family, Duplex	2	4	4,200	Y
005-073-29	RMH	R2-6,500	50	150	7,500	7.6	15.0	25	5	20	Single-Family, Duplex	2	4	4,200	Y
005-074-29	RM	R1-5,800	75 / 125	290	29,037	4.6	7.5	25	5	20	Single-Family	4	8	20,925	Y
005-091-07	RL	R1-10,000	53.23	100	5,323	2.0	4.5	25	5	20	Single-Family	1	2	2,378	Y

005-091-08	RL	R1-10,000	50	100	5,000	2.0	4.5	25	5	20	Single-Family	1	2	2,200	Y
005-106-04	CBD	CB-D	50	100	5,000	7.6	24.0	0	0	0	Multiple-Family	2	5	5,000	Y
005-106-08	CBD	CB-D	50	100	5,000	7.6	24.0	0	0	0	Multiple-Family	2	5	5,000	Y
005-109-48	RM	R1-5,800	87 / 75	121.5	8,838	4.6	7.5	25	5	20	Single-Family	1	2	4,467.25	Y
005-112-15	RMH	R2-6,500	50	150	7,500	7.6	15.0	25	5	20	Single-Family, Duplex	2	4	4,200	Y
005-112-28	RMH	R2-6,500	50	150	7,500	7.6	15.0	25	5	20	Single-Family, Duplex	2	4	4,200	Y
005-113-32	RM	R1-5,800	71.46	145	10,361	4.6	7.5	25	5	20	Single-Family	1	2	6,146	Y
005-146-07	CBD	CB-D	118.6 / 161	120	18,209	7.6	24.0	0	0	0	Multiple-Family	10	23	18,209.00	Y
018-290-35	RM	R1-7,200	76	126.84	9,662	4.6	7.5	25	5	20	Single-Family	1	2	5,401	Y
018-290-54	RM	R1-7,200	76	124	9,442	4.6	7.5	25	5	20	Single-Family	1	2	5,214	Y
018-320-04	RM	PUD-ORD-326	90 / 50	100	6,970	4.6	7.5	25	5	20	Single-Family	1	2	3,300	Y

## Notes:

[1] The parcel cannot be subdivided due to minimum lot size requirements. As such, only 2 units (duplex) can be developed.

[2] Zoning limits to 1 unit per lot; parcel cannot be subdivided due to minimum lot size requirements.

[3] The parcel cannot be subdivided due to minimum lot size requirements. As such, only 2 units (duplex) can be developed.

[4] Parcel can be subdivided into 4 lots with 2 units per lot, but would not meet maximum density.

[5] Parcel would need to be subdivided but would not meet minimum lot size. This parcel is an irregular shaped lot – unable to calculate buildable area.

[6] Minimum lot size of 7,200 sf. would only result in 7 lots (1 unit per lot) after subdivision.

[7] Minimum lot size of 7,200 sf. would only result in 15 lots (1 unit per lot) after subdivision.

## 2. Quantifying Residential and ADU Capability for Infill Parcels

Building on the initial assessment, this section provides a more detailed quantification of the potential residential and ADU capacity within the identified infill parcels. By applying current General Plan densities, zoning allowances, and State ADU Law, this analysis provides data on the number of potential housing units and highlights any discrepancies between planned and permitted densities.

### a. Residential Capacity Analysis

The potential residential capacity for the infill parcels was calculated using the residential density outlined in the General Plan (i.e., maximum dwelling units per acre) and the number of permitted units within the underlying zoning district. The results indicate a maximum capacity of 247 units under General Plan maximum densities and a maximum capacity of 195 units under zoning.<sup>1</sup> This 52-unit difference highlights a mismatch between the General Plan's intended density and the zoning use restrictions in all three communities, which could limit a property owner's ability to develop the site to the intended density and make the most efficient use of their property. The residential capacity analysis is shown in **Table C-2**.

### b. ADU Capacity of Infill Parcels

The potential ADU capacity for the infill parcels was calculated based on ADUs allowed under current State ADU Law. Specifically, one (1) junior ADU, one (1) attached ADU, and one (1) detached ADU per single-family lot and up to eight (8) detached ADUs (not to exceed the number of existing units, if any) per multi-family lot. The results indicate the maximum ADU capacity of the 54 infill parcels under current State ADU Law is 287 units. This number does not account for site specifics that could restrict ADU development, such as site layout, constraints, and compliance with applicable requirements (e.g., fire code, building code, etc.). The ADU capacity analysis is shown in **Table C-3**.

### c. Adaptive Reuse of Non-Residential Buildings

Another potential strategy for infill development is adaptive reuse, or the conversion of existing buildings into residential units. This strategy leverages existing infrastructure and building stock. The community, through workshops and surveys, has shown general interest in encouraging the redevelopment and reuse of existing buildings along or near Main Street (Highway 395) for housing. Of note, most buildings in these areas are in the CB zone district, which allows multi-family residential development and ADUs.

The potential residential capacity for CB zoned parcels with existing non-residential structures, except for certain uses like gas stations, mini-storage, County facilities, etc., was calculated using the residential density outlined in the General Plan (i.e., maximum dwelling units per acre). The results indicate a maximum capacity of 176 units in Big Pine, 117 units in Independence, and 227 units in Lone Pine. This number does not account for whether these buildings are vacant, nor does it consider site specifics that could restrict residential development, such as site layout, constraints, and compliance with applicable requirements (e.g., fire code, building code, etc.). The adaptive reuse analysis is shown in **Table C-4**.

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<sup>1</sup> Numbers represent capacity. The actual number of units that could be built is contingent upon specific site constraints and adherence to additional development standards.

**Table C-2: Residential Capacity Analysis**

APN	Community	Lot Size (Acre)	General Plan Land Use Designation	Permitted Density (Minimum, Maximum)		Zoning	GP Max. Units	Zoning Max. Units	Difference
002-025-11	Independence	0.34	Central Business District (CBD)	7.60	24.0	CBD	8	8	-
002-034-07	Independence	0.15	Residential Medium Density (RM)	4.60	7.5	One Family Residences (R1-5,800)	1	1	-
002-035-11	Independence	0.30	Residential Medium-High Density (RMH)	7.60	15.0	Multiple Residential (R2-6,500)	4	2	(2)
002-036-01	Independence	0.22	Residential Medium-High Density (RMH)	7.60	15.0	Multiple Residential (R2-6,500)	3	2	(1)
002-036-10	Independence	0.17	Residential Medium-High Density (RMH)	7.60	15.0	One Family Residences (R1-5,800)	2	1	(1)
002-051-04	Independence	0.15	Residential Medium Density (RM)	4.60	7.5	One Family Residences (R1-5,800)	1	1	-
002-052-05	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
002-055-12	Independence	0.30	Residential Medium Density (RM)	4.60	7.5	One Family Residences (R1-5,800)	2	1	(1)
002-086-10	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
002-095-09	Independence	0.15	Residential Medium Density (RM)	4.60	7.5	One Family Residences (R1-5,800)	1	1	-
002-095-13	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
002-096-19	Independence	0.30	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	7	7	-
002-096-21	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
002-104-10	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
002-104-11	Independence	0.15	Central Business District (CBD)	7.60	24.0	Central Business (CBD)	3	3	-
003-155-14	Big Pine	0.17	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	4	4	-
003-210-10	Big Pine	1.13	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R3-1.0)	16	16	-

003-210-30	Big Pine	0.41	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	9	9	-
004-010-09	Big Pine	0.22	Residential Low Density (RL)	2.00	4.50	One Family Residences (R1-10,000)	1	1	-
004-020-23	Big Pine	0.85	Residential Medium Density (RM)	4.60	7.50	Multiple Residential (R3-1.0)	6	6	-
004-031-17	Big Pine	0.25	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	2	1	(1)
004-031-18	Big Pine	0.25	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	3	2	(1)
004-031-31	Big Pine	0.65	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	9	2	(7)
004-032-09	Big Pine	1.00	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R3-1.0)	15	15	-
004-032-13	Big Pine	0.36	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	8	8	-
004-032-17	Big Pine	0.89	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R3-1.0)	13	13	-
004-040-04	Big Pine	0.80	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	19	19	-
004-040-22	Big Pine	0.35	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	8	8	-
004-070-42	Big Pine	0.17	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	1	1	-
004-090-05	Big Pine	0.60	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	4	1	(3)
004-101-09	Big Pine	1.00	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	7	1	(6)
004-152-18	Big Pine	0.24	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	5	5	-
005-010-24	Lone Pine	0.15	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-7,200)	1	1	-
005-066-01	Lone Pine	0.23	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	5	5	-
005-071-09	Lone Pine	0.16	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	1	1	-
005-071-10	Lone Pine	0.17	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	1	1	-



005-072-03	Lone Pine	0.17	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	2	2	-
005-073-29	Lone Pine	0.17	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	2	2	-
005-074-29	Lone Pine	0.67	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	4	1	(3)
005-091-07	Lone Pine	0.12	Residential Low Density (RL)	2.00	4.50	One Family Residences (R1-10,000)	1	1	-
005-091-08	Lone Pine	0.11	Residential Low Density (RL)	2.00	4.50	One Family Residences (R1-10,000)	1	1	-
005-106-04	Lone Pine	0.11	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	2	2	-
005-106-08	Lone Pine	0.11	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	2	2	-
005-109-48	Lone Pine	0.20	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	1	1	-
005-112-15	Lone Pine	0.17	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	2	2	-
005-112-28	Lone Pine	0.17	Residential Medium-High Density (RMH)	7.60	15.00	Multiple Residential (R2-6,500)	2	2	-
005-113-32	Lone Pine	0.24	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-5,800)	1	1	-
005-146-07	Lone Pine	0.42	Central Business District (CBD)	7.60	24.00	Central Business (CBD)	10	10	-
018-290-35	Big Pine	0.22	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-7,200)	1	1	-
018-290-54	Big Pine	0.22	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-7,200)	1	1	-
018-320-04	Big Pine	0.16	Residential Medium Density (RM)	4.60	7.50	PUD-ORD-326	1	1	-
018-340-09	Big Pine	0.27	Residential Medium Density (RM)	4.60	7.50	PUD-ORD-326	2	1	(1)
026-044-01	Lone Pine	1.25	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-7,200)	9	1	(8)
026-044-06	Lone Pine	2.50	Residential Medium Density (RM)	4.60	7.50	One Family Residences (R1-7,200)	18	1	(17)
<b>Total Units</b>							<b>247</b>	<b>195</b>	<b>(52)</b>

**Table C-3: ADU Capacity Analysis**

APN	Community	Lot Size (Acre)	General Plan Land Use Designation	General Plan Max. Density	GP Max. Units	Max. ADUs Per State Law	Analysis
002-025-11	Independence	0.34	Central Business District (CBD)	24.0	8	8	[1]
002-034-07	Independence	0.15	Residential Medium Density (RM)	7.5	1	3	[2]
002-035-11	Independence	0.30	Residential Medium-High Density (RMH)	15.0	4	8	[1]
002-036-01	Independence	0.22	Residential Medium-High Density (RMH)	15.0	3	8	[1]
002-036-10	Independence	0.17	Residential Medium-High Density (RMH)	15.0	2	3	[2]
002-051-04	Independence	0.15	Residential Medium Density (RM)	7.5	1	3	[2]
002-052-05	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
002-055-12	Independence	0.30	Residential Medium Density (RM)	7.5	2	3	[2]
002-086-10	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
002-095-09	Independence	0.15	Residential Medium Density (RM)	7.5	1	3	[2]
002-095-13	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
002-096-19	Independence	0.30	Central Business District (CBD)	24.0	7	8	[1]
002-096-21	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
002-104-10	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
002-104-11	Independence	0.15	Central Business District (CBD)	24.0	3	8	[1]
003-155-14	Big Pine	0.17	Central Business District (CBD)	24.00	4	8	[1]
003-210-10	Big Pine	1.13	Residential Medium-High Density (RMH)	15.00	16	3	[3]
003-210-30	Big Pine	0.41	Central Business District (CBD)	24.00	9	8	[1]
004-010-09	Big Pine	0.22	Residential Low Density (RL)	4.50	1	3	[2]
004-020-23	Big Pine	0.85	Residential Medium Density (RM)	7.50	6	3	[3]
004-031-17	Big Pine	0.25	Residential Medium Density (RM)	7.50	2	3	[2]
004-031-18	Big Pine	0.25	Residential Medium-High Density (RMH)	15.00	3	8	[1]
004-031-31	Big Pine	0.65	Residential Medium-High Density (RMH)	15.00	9	8	[1]
004-032-09	Big Pine	1.00	Residential Medium-High Density (RMH)	15.00	15	3	[3]
004-032-13	Big Pine	0.36	Central Business District (CBD)	24.00	8	8	[1]
004-032-17	Big Pine	0.89	Residential Medium-High Density (RMH)	15.00	13	3	[3]
004-040-04	Big Pine	0.80	Central Business District (CBD)	24.00	19	8	[1]
004-040-22	Big Pine	0.35	Central Business District (CBD)	24.00	8	8	[1]
004-070-42	Big Pine	0.17	Residential Medium Density (RM)	7.50	1	3	[2]

004-090-05	Big Pine	0.60	Residential Medium Density (RM)	7.50	4	3	[2]
004-101-09	Big Pine	1.00	Residential Medium Density (RM)	7.50	7	3	[2]
004-152-18	Big Pine	0.24	Central Business District (CBD)	24.00	5	8	[1]
005-010-24	Lone Pine	0.15	Residential Medium Density (RM)	7.50	1	3	[2]
005-066-01	Lone Pine	0.23	Central Business District (CBD)	24.00	5	8	[1]
005-071-09	Lone Pine	0.16	Residential Medium Density (RM)	7.50	1	3	[2]
005-071-10	Lone Pine	0.17	Residential Medium Density (RM)	7.50	1	3	[2]
005-072-03	Lone Pine	0.17	Residential Medium-High Density (RMH)	15.00	2	8	[1]
005-073-29	Lone Pine	0.17	Residential Medium-High Density (RMH)	15.00	2	8	[1]
005-074-29	Lone Pine	0.67	Residential Medium Density (RM)	7.50	4	3	[3]
005-091-07	Lone Pine	0.12	Residential Low Density (RL)	4.50	1	3	[2]
005-091-08	Lone Pine	0.11	Residential Low Density (RL)	4.50	1	3	[2]
005-106-04	Lone Pine	0.11	Central Business District (CBD)	24.00	2	8	[1]
005-106-08	Lone Pine	0.11	Central Business District (CBD)	24.00	2	8	[1]
005-109-48	Lone Pine	0.20	Residential Medium Density (RM)	7.50	1	3	[2]
005-112-15	Lone Pine	0.17	Residential Medium-High Density (RMH)	15.00	2	8	[1]
005-112-28	Lone Pine	0.17	Residential Medium-High Density (RMH)	15.00	2	3	[3]
005-113-32	Lone Pine	0.24	Residential Medium Density (RM)	7.50	1	3	[2]
005-146-07	Lone Pine	0.42	Central Business District (CBD)	24.00	10	8	[1]
018-290-35	Big Pine	0.22	Residential Medium Density (RM)	7.50	1	3	[2]
018-290-54	Big Pine	0.22	Residential Medium Density (RM)	7.50	1	3	[2]
018-320-04	Big Pine	0.16	Residential Medium Density (RM)	7.50	1	3	[2]
018-340-09	Big Pine	0.27	Residential Medium Density (RM)	7.50	2	3	[2]
026-044-01	Lone Pine	1.25	Residential Medium Density (RM)	7.50	9	3	[2]
026-044-06	Lone Pine	2.50	Residential Medium Density (RM)	7.50	18	3	[3]
<b>Total Units</b>					<b>247</b>	<b>287</b>	-

Notes:

[1] MFR properties can have up to 8 detached ADUs, provided the number does not exceed the number of existing units.

[2] SFR properties can have up to 3 ADUs including 1 JADU, 1 attached ADU, and 1 detached ADU.

[3] Site developed with existing SFR; SFR properties can have up to 3 ADUs including 1 JADU, 1 attached ADU, and 1 detached ADU.

**Table C-4: Adaptive Reuse Analysis**

APN	General Plan Designation	Existing Use (2025)	Address	Lot Size (Acre)	GP Max. Density	Max. Units
<b>Big Pine Community</b>						
004-040-03	CBD	Motel 14 Units & MGR	370 S Main St	0.80	24	19
004-040-30	CBD	Motel 16 Units	102 N Main St	0.44	24	10
003-210-41	CBD	Motel 18 Units	101 N Main St	1.42	24	34
004-112-17	CBD	Motel 9 Units & MGR	511 S Main St	0.36	24	8
003-152-08	CBD	270 Restaurant	442 N Main St	0.33	24	7
003-152-02	CBD	Store & Residence	320 N Main St	0.33	24	7
003-210-26	CBD	Store & Residence	161 N Main St	0.28	24	6
004-040-01	CBD	Store & Residence	430 S Main St	0.55	24	13
004-040-02	CBD	Store & Residence	400 South Main St	0.37	24	8
004-040-24	CBD	Store & Residence	130 S Main St	0.24	24	5
004-102-16	CBD	Church	461 S Main St	0.67	24	15
004-040-29	CBD	Commercial Services	190 S Main St	0.31	24	7
003-155-10	CBD	Multi Commercial & Offices	180 N Main St	0.17	24	4
003-155-15	CBD	Multi Commercial & Offices	100 N Main St	0.19	24	4
004-040-19	CBD	Multi Commercial & Offices	126 S Main St	0.19	24	4
003-152-03	CBD	Restaurant	310 North Main St	0.34	24	8
004-032-26	CBD	Restaurant	181 S Main St	0.30	24	7
004-040-20	CBD	Retail Store	120 S Main St	0.17	24	3
004-102-18	CBD	Retail Store	411 S Main St	0.33	24	7
<b>Total Units</b>						<b>176</b>
<b>Independence Community</b>						
002-031-20	CBD	Office & Residence	426 N Edwards St	0.30	24	7
002-025-03	CBD	Motel 8 Units & MGR	405 N Edwards St	0.15	24	3
002-026-01	CBD	Commercial Services	349 N Edwards St	0.30	24	7
002-026-08	CBD	Church	331 N Edwards St	0.36	24	8
002-095-01	CBD	Store & Residence	305 South Edwards St	0.30	24	7
002-031-13	CBD	Warehouse	418 N Edwards St	0.15	24	3
002-032-16	CBD	Church	356 N Edwards St	0.45	24	10

002-045-12	CBD	Hotel	211 N Edwards St	0.60	24	14
002-046-11	CBD	Restaurant	127 N Edwards St	0.52	24	12
002-046-12	CBD	Motel 10 Units	157 N Edwards St	0.32	24	7
002-052-04	CBD	Meeting Room	246 N Edwards St	0.15	24	3
002-085-02	CBD	Food Store	149 S Edwards St	0.33	24	7
002-085-09	CBD	Restaurant	135 S Edwards St	0.08	24	2
002-102-06	CBD	Commercial Services	250 S Edwards St	0.45	24	10
002-106-03	CBD	Motel	440 S Edwards St	0.45	24	10
002-113-07	CBD	Motel 8 Units & MGR	515 S Edwards St	0.32	24	7
<b>Total Units</b>						<b>117</b>
<b>Lone Pine Community</b>						
005-108-10	CBD	Store & Residence	114 S Main St	0.11	24.00	2
005-032-03	CBD	Bank	400 N Main St	0.23	24.00	5
005-032-08	CBD	Retail Store	430 N Main St	0.11	24.00	2
005-061-10	CBD; RM	Multi Commercial	403 N Main St	0.57	24.00	13
005-064-08	CBD	Motel 28 Units & MGR	305 N Main St	0.57	24.00	13
005-065-01	CBD	211 Retail Store	243 N Main St	0.09	24.00	2
005-065-09	CBD	Motel 16 Units	138 W Willow St	0.34	24.00	8
005-065-11	CBD	Multi Commercial & Offices	201 N Main St	0.18	24.00	4
005-065-12	CBD	Multi Commercial	223 N Main St	0.14	24.00	3
005-065-13	CBD	Retail Store	217 N Main St	0.05	24.00	1
005-067-02	CBD	Office Building	221 North Jackson St	0.15	24.00	3
005-067-06	CBD	Restaurant	226 N Main St	0.05	24.00	1
005-067-10	CBD	Commercial Services	202 N Main St	0.19	24.00	4
005-104-01	CBD	Retail Store	141 N Main St	0.11	24.00	2
005-104-03	CBD	Commercial Services	107 N Main St	0.11	24.00	2
005-104-04	CBD	Retail Store	103 N Main St	0.06	24.00	1
005-104-09	CBD	Multi Commercial	123 N Main St	0.11	24.00	2
005-104-10	CBD	Restaurant	119 N Main St	0.06	24.00	1
005-105-03	CBD	Multi Commercial	131 S Main St	0.11	24.00	2
005-105-09	CBD	Office & Residence	131 W Whitney Portal Rd	0.23	24.00	5

005-105-16	CBD	Food Store	119 S Main St	0.34	24.00	8
005-106-02	CBD	Restaurant	227 S Main St	0.11	24.00	2
005-106-03	CBD	Multi Commercial	235 S Main St	0.11	24.00	2
005-107-01	CBD	Multi Commercial	127 N Jackson St	0.23	24.00	5
005-107-03	CBD	Multi Commercial	104 N Main St	0.17	24.00	4
005-107-04	CBD	Multi Commercial	124 N Main St	0.29	24.00	6
005-108-04	CBD	Retail Store	138 S Main St	0.08	24.00	1
005-108-07	CBD	Multi Commercial	104 S Main St	0.11	24.00	2
005-109-22	CBD	Motel 9 Units	215 E Post St	0.17	24.00	4
005-109-40	CBD	Restaurant	206 S Main St	0.11	24.00	2
005-109-41	CBD	Restaurant	212 S Main St	0.07	24.00	1
005-109-44	CBD	Hotel	238 S Main St	0.23	24.00	5
005-141-12	CBD	Hotel	310 S Main St	2.52	24.00	60
005-142-01	CBD	Restaurant	301 S Main St	0.23	24.00	5
005-142-02	CBD	Multi Commercial	325 S Main St	0.23	24.00	5
005-142-05	CBD	Office Building	126 W Post St	0.02	24.00	0
005-144-03	CBD	Motel 6 Units	402 S Washington St	0.11	24.00	2
005-144-06	CBD	Motel	425 S Main St	0.23	24.00	5
005-146-04	CBD	Motel 17 Units & MGR	633 South Main St	0.40	24.00	9
005-146-06	CBD	Restaurant	601 S Main St	0.65	24.00	15
005-061-10	CBD; RM	Commercial	403 N Main St	0.34	24.00	8
<b>Total Units</b>						<b>227</b>

### 3. Analyzing Development Constraints and Potential for Flexibility

This section analyzes specific regulatory and physical constraints that may impede infill residential development. By analyzing subdivision potential, buildable area, and modeling the impact of reduced setbacks, this section identifies recommendations for modifying development standards to increase housing capacity in the three (3) communities.

#### a. Subdivision Analysis

The potential for the infill parcels to be subdivided into smaller parcels was calculated based on the existing square footage of each parcel and the minimum lot size requirements of the underlying zoning districts. The results show 10 infill parcels could be potentially subdivided into 46 lots; the actual number of lots would be dependent on lot configurations and compliance with applicable regulations. This potential for subdivisions represents an opportunity to create new parcels that could accommodate additional housing as allowed within the underlying General Plan land use designation and zoning district for each individual parcel. The subdivision analysis is shown in **Table C-5**.

Of the parcels identified as unsuitable for further subdivision, the majority are limited by minimum lot size requirements. These parcels currently adhere to the 50-foot minimum lot width requirements, with depths ranging from 100 to 240 feet. Further subdivision of these parcels would be possible if minimum lot size requirements were reduced and if the site had adequate access. However, an across-the-board reduction in minimum lot size is not recommended as the specific reductions needed to enable subdivisions vary significantly by zone district and parcel (e.g., 3,250 square feet for R-1-5,800, 3,750 square feet for R-2-6,500, and 4,721 square feet for R-1-7,200). These reductions would result in significantly smaller parcels that may or may not have adequate site access (e.g., public street frontage or access easements).

Beyond lot size requirements, the analysis also shows that a limited number of infill parcels, specifically larger lots zoned R3-1.0 ranging from 38,590 square feet to 49,223 square feet, could currently be constrained by minimum width requirements. A reduction of the minimum width to 50 feet could increase the subdivision potential for these parcels, allowing the creation of an additional two (2) to three (3) lots per site depending on site access. Enabling subdivisions could encourage development through reduced per-unit land costs or phased development, or through broader market appeal to builders who may not have the capacity to carry out larger development.

**Table C-5: Subdivision Analysis**

<b>APN</b>	<b>Min. Lot Size Requirement (Sf.)</b>	<b>Min. Width Requirement (Ft.)</b>	<b>Lot Size (Sf.) (Est.)</b>	<b>Lot Width (Ft.) (Est.)</b>	<b>Lot Depth (Ft.) (Est.)</b>	<b>Is Subdivision Possible?</b>	<b>Reason</b>	<b># of Lots</b>
002-025-11	10,000	50	15,000	100	150	N	Min. Lot Size	1
002-034-07	5,800	50	6,500	50	130	N	Min. Lot Size	1
002-035-11	6,500	50	13,000	100	130	Y	-	2
002-036-01	6,500	50	9,750	65	150	N	Min. Lot Size	1
002-036-10	5,800	50	7,489	50	150	N	Min. Lot Size	1
002-051-04	5,800	50	6,500	50	130	N	Min. Lot Size	1
002-052-05	10,000	50	6,500	50	130	N	Min. Lot Size	1
002-055-12	5,800	50	13,000	100	130	Y	-	2
002-086-10	10,000	50	6,500	50	130	N	Min. Lot Size	1
002-095-09	5,800	50	6,500	50	130	N	Min. Lot Size	1
002-095-13	10,000	50	6,500	50	130	N	Min. Lot Size	1
002-096-19	10,000	50	13,000	100	130	N	Min. Lot Size	1
002-096-21	10,000	50	6,500	50	130	N	Min. Lot Size	1
002-104-10	10,000	50	6,500	50	130	N	Min. Lot Size	1
002-104-11	10,000	50	6,500	50	130	N	Min. Lot Size	1
003-155-14	10,000	50	7,527	50	149	N	Min. Lot Size	1
003-210-10	10,000	75	49,223	112	440	N	Min. Lot Width	1
003-210-30	10,000	50	18,009	75	240	N	Min. Lot Size	1
004-010-09	10,000	50	9,498	50	190	N	Min. Lot Size	1
004-020-23	10,000	75	36,892	149	248	Y	-	2
004-031-17	5,800	50	10,904	77	142	N	Min. Lot Size	1
004-031-18	6,500	50	10,903	77	142	N	Min. Lot Size	1
004-031-31	6,500	50	28,360	100	285	Y	-	2
004-032-09	10,000	75	43,690	129	340	N	Min. Lot Width	1
004-032-13	10,000	50	15,756	116	143	N	Min. Lot Size	1
004-032-17	10,000	75	38,590	114	340	N	Min. Lot Width	3
004-040-04	10,000	50	35,000	175	200	Y	-	3
004-040-22	10,000	50	15,351	102	150	N	Min. Lot Size	1
004-070-42	5,800	50	7,201	62	116	N	Min. Lot Size	1



004-090-05	5,800	50	26,125	125	209	Y	-	4
004-101-09	5,800	50	43,609	209	209	Y	-	7
004-152-18	10,000	50	10,595	59	188	N	Min. Lot Size	1
005-010-24	7,200	50	6,690	60	111	N	Min. Lot Size	1
005-066-01	10,000	50	10,000	100	100	N	Min. Lot Size	1
005-071-09	5,800	50	7,000	50	140	N	Min. Lot Size	1
005-071-10	5,800	50	7,486	50	150	N	Min. Lot Size	1
005-072-03	6,500	50	7,500	50	150	N	Min. Lot Size	1
005-073-29	6,500	50	7,500	50	150	N	Min. Lot Size	1
005-074-29	5,800	50	29,037	75/125	290	Y	-	5
005-091-07	10,000	50	5,323	53	100	N	Min. Lot Size	1
005-091-08	10,000	50	5,000	50	100	N	Min. Lot Size	1
005-106-04	10,000	50	5,000	50	100	N	Min. Lot Size	1
005-106-08	10,000	50	5,000	50	100	N	Min. Lot Size	1
005-109-48	5,800	50	8,838	87/75	122	N	Min. Lot Size	1
005-112-15	6,500	50	7,500	50	150	N	Min. Lot Size	1
005-112-28	6,500	50	7,500	50	150	N	Min. Lot Size	1
005-113-32	5,800	50	10,361	71	145	N	Min. Lot Size	1
005-146-07	10,000	50	18,209	118.6/161	120	N	Min. Lot Size	1
018-290-35	7,200	50	9,662	76	127	N	Min. Lot Size	1
018-290-54	7,200	50	9,442	76	124	N	Min. Lot Size	1
018-320-04	-	-	6,970	-	-	N	Min. Lot Size	1
018-340-09	-	-	11,761	-	-	N	Min. Lot Size	1
026-044-01	7,200	50	54,450	165	330	Y	-	7
026-044-06	7,200	50	108,900	165	648	Y	-	14
<b>Total Number of Lots</b>								<b>94</b>

*b. Buildable Area Analysis*

The buildable area for the infill parcels was determined by analyzing lot size, dimensions, and required setbacks per the Zoning Ordinance for each zoning district. Buildable areas generally vary by zoning district:

- **R-1:** buildable area ranges from 44% for 5,000+ square foot lots to 87% for 100,000+ square foot lots.
- **R-2:** buildable area ranges from 56% for 7,500+ square foot lots to 76% for 28,000+ square foot lots.
- **R-3:** buildable area ranges from 78% for 36,000+ square foot lots to 83% for 49,000+ square foot lots.
- **CBD:** buildable area is maintained at 100% due to zero lot line setbacks, except for two lots adjacent to an R-1 zone district.

To understand how setbacks affect buildable area, three (3) scenarios involving reductions in front and rear yard setbacks (5, 10, and 15 feet) were modeled for residentially zoned parcels to evaluate potential increases in buildable area. The analysis for all scenarios are shown in **Table C-6**. These results are summarized as follows.

R-1 Zoned Lots:

- **Scenario 1 (5-foot reduction):** an average increase of 7% from current setback requirements with a new range of 52% to 89%.
- **Scenario 2 (10-foot reduction):** an average increase of 13% from current setback requirements with a new range of 60% to 90%.
- **Scenario 3 (15-foot reduction):** an average increase of 20% from current setback requirements with a new range of 68% to 92%.

R-2 Zoned Lots:

- **Scenario 1 (5-foot reduction):** an average increase of 6% from current setback requirements with a new range of 61% to 79%.
- **Scenario 2 (10-foot reduction):** an average increase of 12% from current setback requirements with a new range of 67% to 82%.
- **Scenario 3 (15-foot reduction):** an average increase of 18% from current setback requirements with a new range of 72% to 85%.

R-3 Zoned Lots:

- **Scenario 1 (5-foot reduction):** an average increase of 6% from current setback requirements with a new range of 82% to 85%.
- **Scenario 2 (10-foot reduction):** an average increase of 11% from current setback requirements with a new range of 86% to 87%.
- **Scenario 3 (15-foot reduction):** an average increase of 16% from current setback requirements with a new range of 87% to 88%.

*c. Key Takeaways*

Key takeaways from the capacity analysis are summarized below.

### Significant Infill Potential Identified

This analysis identified 54 infill parcels across Big Pine, Independence, and Lone Pine with potential for future residential development, indicating a base for increasing housing supply within existing communities.

### General Plan vs. Zoning Mismatch Limits Density

A notable discrepancy exists between the General Plan's intended residential density (maximum 247 units) and the more restrictive current zoning standards (maximum 195 units) for the identified infill parcels. This 52-unit difference highlights a regulatory barrier that could discourage property owners from developing sites to their full potential as envisioned by the General Plan, thereby limiting efficient land use.

### State ADU Law Increases Unit Capacity for Infill Parcels

Under current State ADU Law, the 54 identified infill parcels alone have a maximum ADU capacity of 287 units. This number surpasses the capacity for primary units under existing zoning. This highlights ADUs as a potential primary mechanism for increasing housing supply within existing communities.

### Adaptive Reuse for Non-Residential Buildings

The conversion of existing non-residential buildings into residential units, particularly in areas along Main Street (Highway 395) with CB zoning, offers an opportunity for infill development by leveraging existing infrastructure and building stock. There's a potential capacity of 176 units in Big Pine, 117 in Independence, and 227 in Lone from such conversions, although dependent on site specifics.

### Subdivision Potential Increases Housing Opportunities

Ten (10) of the infill parcels have the potential to be subdivided into an additional 46 lots. This represents an opportunity to create new, developable parcels that could increase housing stock, assuming appropriate lot configurations and regulatory compliance. Current minimum lot size and width requirements were identified as potential constraints preventing further subdivision of most parcels. Reducing lot size minimums, combined with ensuring adequate access, could increase subdivision potential, but across-the-board reductions are not recommended. Reducing the minimum width of R3-1.0 could increase housing capacity and make multi-family development more feasible.

### Buildable Area is Constrained by Setbacks, but Modifiable

Current development standards, particularly setbacks, limit the buildable area on residential lots (e.g., R-1 lots range from 44-87% buildable, R-2 from 56-76%, R-3 from 78-83%). Modifying front and rear yard setbacks offers a way to increase buildable area. A 15-foot setback reduction (Scenario 3) could lead to average buildable area increases of 20% for R-1 lots, 18% for R-2 lots, and 16% for R-3 lots. This demonstrates the impact of adjusting standards on development capacity.

Table C-6: Buildable Area Analysis by Scenario

APN	Current Setbacks		Setback Scenario 1 (5 Ft. Reduction)			Setback Scenario 2 (10 Ft. Reduction)			Setback Scenario 3 (15 Ft. Reduction)		
	Buildable Area (%)	Non-Buildable Area (%)	Buildable Area (%)	Non-Buildable Area (%)	% Change	Buildable Area (%)	Non-Buildable Area (%)	% Change	Buildable Area (%)	Non-Buildable Area (%)	% Change
002-025-11	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
005-091-08	44%	56%	52%	48%	18%	60%	40%	36%	68%	32%	55%
005-072-03	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
005-073-29	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
005-091-07	45%	55%	53%	47%	18%	61%	39%	36%	69%	31%	55%
002-034-07	52%	48%	58%	42%	12%	65%	35%	24%	71%	29%	35%
002-052-05	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-051-04	52%	48%	58%	42%	12%	65%	35%	24%	71%	29%	35%
002-086-10	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-095-09	52%	48%	58%	42%	12%	65%	35%	24%	71%	29%	35%
002-095-13	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-096-19	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-096-21	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-104-10	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-104-11	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
003-155-14	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
004-032-17	80%	20%	83%	17%	3%	86%	14%	7%	87%	13%	8%
003-210-30	92%	8%	94%	6%	2%	96%	4%	5%	96%	4%	5%
005-071-09	54%	46%	60%	40%	11%	66%	34%	21%	71%	29%	32%
004-020-23	78%	22%	82%	18%	5%	86%	14%	10%	88%	12%	12%
005-071-10	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
005-112-15	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
005-112-28	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
003-210-10	83%	17%	85%	15%	3%	87%	13%	5%	88%	12%	6%
004-032-13	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
004-032-09	81%	19%	84%	16%	3%	87%	13%	7%	88%	12%	8%

County of Inyo

Zoning and General Plan Design Standards Review and Update to Promote Residential Infill

004-040-04	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
004-040-22	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
002-036-10	56%	44%	61%	39%	10%	67%	33%	19%	72%	28%	29%
005-010-24	50%	50%	57%	43%	15%	65%	35%	30%	72%	28%	45%
004-070-42	51%	49%	59%	41%	14%	66%	34%	28%	73%	27%	42%
004-152-18	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
004-010-09	61%	39%	65%	35%	7%	69%	31%	14%	74%	26%	21%
005-066-01	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
018-290-54	55%	45%	62%	38%	13%	69%	31%	25%	76%	24%	38%
018-290-35	56%	44%	63%	37%	12%	70%	30%	24%	77%	23%	37%
002-036-01	59%	41%	65%	35%	10%	71%	29%	19%	76%	24%	29%
004-031-18	59%	41%	66%	34%	10%	72%	28%	21%	78%	22%	31%
005-113-32	59%	41%	65%	35%	10%	71%	29%	20%	77%	23%	30%
004-031-17	59%	41%	66%	34%	10%	72%	28%	21%	78%	22%	31%
002-055-12	59%	41%	66%	34%	12%	73%	27%	24%	80%	20%	35%
005-106-04	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
005-106-08	100%	0%	100%	0%	0%	100%	0%	0%	100%	0%	0%
005-074-29	72%	28%	79%	21%	10%	82%	18%	14%	85%	15%	18%
002-035-11	59%	41%	66%	34%	12%	73%	27%	24%	80%	20%	35%
004-031-31	76%	24%	79%	21%	4%	82%	18%	8%	85%	15%	13%
004-090-05	72%	28%	77%	23%	6%	81%	19%	12%	85%	15%	18%
005-146-07	100%	0%	100%	0%	0%	91%	9%	-9%	91%	9%	-9%
005-109-48	51%	49%	69%	31%	37%	78%	22%	53%	87%	13%	71%
004-101-09	75%	25%	79%	21%	6%	84%	16%	12%	88%	12%	18%
018-320-04	47%	53%	56%	44%	18%	65%	35%	36%	73%	27%	55%
018-340-09	-	-	-	-	-	-	-	-	-	-	-
026-044-01	81%	19%	84%	16%	4%	87%	13%	7%	90%	10%	11%
026-044-06	87%	13%	89%	11%	2%	90%	10%	3%	92%	8%	5%

#### 4. ADU/Second Unit Development

This section analyzes the potential for ADU/Second Unit Development within the Big Pine, Independence, and Lone Pine communities, specifically for detached ADUs on lots with existing dwelling(s).

##### *a. Methodology*

This analysis aims to estimate the potential for detached ADU development within the Big Pine, Independence, and Lone Pine communities. The scope includes all parcels within these communities that permit residential development (including both residential and commercial zone districts) and have at least one existing primary dwelling. The focus of this analysis is on estimating the potential for new detached ADUs, strictly adhering to the allowances set forth by current California State ADU Law.

Under State ADU Law, the potential for detached ADUs is calculated as:

- One (1) detached ADU per single-family lot.
- Up to eight (8) detached ADUs on multi-family lots, provided that the number of new ADUs does not exceed the total number of existing residential units already on that parcel.

The data utilized for this analysis is derived from the 2025 Inyo County Assessor's database. Parcels were systematically sorted by community (Big Pine, Independence, and Lone Pine), then by property class (e.g., Single Family Residence (SFR), Apartments (APTS), Duplex, Triplex), and finally by zoning district (e.g., R-1, R-2, R-3, C-B, etc.). Assumptions for ADU potential are as follows.

- **Single-Family Parcels:** Parcels identified with a 'Single Family Residence (SFR)' property class were assumed to be single-family lots and thus assigned a potential for one (1) detached ADU.
- **Multi-Family Parcels:** Parcels identified with multi-family property classes (e.g., 'APTS', 'Duplex', 'Triplex') or explicitly indicating multiple existing residential units were categorized as multi-family lots. For these, the potential number of detached ADUs was capped at the lesser of eight (8) or the number of existing residential units as indicated by the assessor's data for that specific parcel. This ensures compliance with the State Law's cap based on existing units.

These data points provide an estimate of potential capacity based on available parcel data and State ADU Law. The identification of an existing primary dwelling on each parcel, which is a requirement for ADU development, is based solely on the 2025 County Assessor's property class data and does not include on-site verification or further confirmation of existing dwellings for each parcel.

The resulting data, presented in the tables below, represents the estimated potential number of detached ADUs per zoning district. The analysis does not account for other types of ADUs permitted under State ADU Law, such as attached ADUs or Junior Accessory Dwelling Units. Therefore, the presented figures represent a partial estimate of the total ADU potential.

*b. ADU Capacity Analysis*Big Pine Community

In Big Pine, 511 out of 746 parcels allow for residential development (i.e., parcels within a residential or commercial zone district) and have an existing dwelling. **Table C-7** identifies these parcels for each zone district as well as the average and median parcel sizes and potential ADUs. An analysis is provided below.

**Table C-7: Parcel Size of Zone Districts that Allows Residential Development – Big Pine**

Zoning	Parcels Analyzed	Parcel Size (Square Feet)				Potential Detached ADUs
		Average	Q1	Median	Q3	
R-1	264	11,960	9,064	9,350	12,848	281
R-2	86	12,208	6,890	10,457	14,025	117
R-3	12	27,003	12,527	23,946	37,872	25
RR	1	51,442	51,442	51,442	51,442	1
PUD	124	8,767	7,194	7,734	8,859	124
C-B	24	11,888	9,149	11,983	14,437	29
<b>Totals</b>	<b>511</b>	--	--	--	--	<b>577</b>

*\*Parcels with multiple zones are not included in this table.*

- **R-1 zoning** represents the largest segment of parcels (52%) suitable for detached ADUs (281 potential ADUs). This means that a significant portion of Big Pine's single-family residential land base has the capacity for ADU development, providing the greatest potential for increasing housing units. In addition, with a median size of 9,350 square feet and middle 50% of parcels ranging from 9,064 to 12,848 square feet, R-1 zoned lots are generally large enough to accommodate ADUs.
- **R-2 zoning** represents a sizable number of parcels (17%) suitable for detached ADUs (117 potential ADUs). R-2 parcels have a median size of 10,457 square feet with the middle 50% range between 6,890 and 14,025 square feet. Even at the lower end of this range, these lots are typically large enough to accommodate a primary dwelling and an ADU. Because R-2 zoning permits duplexes and higher densities than R-1 zoning, ADUs can further increase the density potential and support more housing.
- **R-3 zoning** represents a smaller number of parcels (2%) suitable for detached ADUs (25 potential ADUs). Of note, these parcels are large with an average size of 27,003 square feet and median of 23,946 square feet, which suggest the parcels could integrate ADUs alongside existing dwellings. Despite a smaller total count of parcels, the projected potential of 25 detached ADUs suggests that many parcels can accommodate more than one ADU, which can greatly increase the housing supply. Because R-3 zoning is designated for higher density, multi-family housing, ADUs could further optimize land use within this denser residential zone.
- **PUD zoning**, specifically PUD-ORD-326, represents a significant number of parcels (24%) suitable for detached ADUs (124 potential ADUs). PUD parcels have a sizable average size of 8,767 square feet, which is slightly smaller than R-1 and R-2 lots. On average, each PUD parcel could accommodate at least one (1) detached ADU.
- **C-B zoning** represents a smaller number of parcels (5%) suitable for detached ADUs (29 potential ADUs) but demonstrates a capacity to contribute to housing supply through mixed-use infill development within the commercial core of Big Pine. The median parcel size of 11,983 square feet and an average of 11,888 square feet could provide ample space for detached ADUs.

Independence Community

In Independence, 253 out of 433 parcels allow for residential development (i.e., sites within a residential or commercial zone district) and have an existing dwelling. **Table C-8** identifies the developable parcels for each zone district as well as the average and median parcel sizes potential ADUs. An analysis is provided below.

**Table C-8: Parcel Size of Zone Districts that Allows Residential Development – Independence**

Zoning	Parcels Analyzed	Parcel Size (Square Feet)				Potential Detached ADUs
		Average	Q1	Median	Q3	
R-1	177	9,301	6,503	6,819	10,228	193
R-2	50	8,642	6,503	6,502	12,268	57
R-3	2	34,642	25,991	34,642	43,293	4
C-B	24	9,707	6,503	6,503	13,006	24
<b>Totals</b>	<b>253</b>	--	--	--	--	<b>278</b>

*\*Parcels with multiple zones are not included in this table.*

- **R-1 zoning** represents the largest segment of parcels (70%) suitable for detached ADUs (193 potential ADUs). This means that a significant portion of Independence’s single-family residential land base has the capacity for ADU development, providing the greatest potential for increasing housing units. In addition, with a median size of 6,819 square feet and middle 50% of parcels ranging from 6,503 to 10,228 square feet, R-1 zoned lots are generally large enough to accommodate a primary dwelling and ADU.
- **R-2 zoning** represents a smaller number of parcels (20%) suitable for detached ADUs (57 potential ADUs). R-2 parcels have a median size of 6,502 square feet with the middle 50% range between 6,503 and 12,268 square feet. Even at the lower end of this range, these lots are typically large enough to accommodate a primary dwelling and an ADU. Because R-2 zoning permits duplexes and higher densities than R-1 zoning, ADUs can further increase the density potential and support more housing.
- **R-3 zoning** only accounts for two (2) parcels suitable for detached ADUs (4 potential ADUs); however, these parcels are large with an average and median size of 34,642 square feet which indicates there may be ample space for significant housing development.
- **C-B zoning** represents a smaller number of parcels (9%) suitable for detached ADUs (24 potential ADUs) but demonstrates a capacity to contribute to housing supply through mixed-use infill development within the commercial core of Independence. The median parcel size of 6,503 square feet and an average of 9,707 square feet could provide ample space for detached ADUs.

Lone Pine Community

In Lone Pine, 396 out of 644 parcels allow for residential development (i.e., sites within a residential or commercial zone district) and have an existing dwelling. **Table C-9** identifies the developable parcels for each zone district as well as the average and median parcel sizes potential ADUs. An analysis is provided below.



**Table C-9: Parcel Size of Zone Districts that Allows Residential Development – Lone Pine**

Zoning	Parcels Analyzed	Parcel Size (Square Feet)				Potential Detached ADUs
		Average	Q1	Median	Q3	
R-1	270	9,658	6,444	7,257	10,005	319
R-2	106	8,415	7,399	7,497	9,076	161
R-3	4	23,754	9,844	14,975	28,886	25
RR	1	210,039	210,039	210,039	210,039	1
C-2	1	11,817	11,817	11,817	11,817	8
C-3	1	5,002	5,002	5,002	5,002	2
C-B	13	5,589	5,002	5,002	5,002	21
<b>Totals</b>	<b>396</b>	--	--	--	--	<b>537</b>

*\*Parcels with multiple zones are not included in this table.*

- **R-1 zoning** represents the largest segment of parcels (68%) suitable for detached ADUs (319 potential ADUs). This means that a significant portion of Lone Pine’s single-family residential land base has the capacity for ADU development, providing the greatest potential for increasing housing units. In addition, with a median size of 7,257 square feet and middle 50% of parcels ranging from 6,444 to 10,005 square feet, R-1 zoned lots are generally large enough to accommodate a primary dwelling and ADU.
- **R-2 zoning** represents a smaller number of parcels (27%) suitable for detached ADUs (161 potential ADUs). R-2 parcels have a median size of 7,497 square feet with the middle 50% range between 7,399 and 9,076 square feet. Even at the lower end of this range, these lots are typically large enough to accommodate a primary dwelling and an ADU. Because R-2 zoning permits duplexes and higher densities than R-1 zoning, ADUs can further increase the density potential and support more housing.
- **R-3 zoning** only accounts for four (4) parcels suitable for detached ADUs (25 potential ADUs); however, these parcels are large with an average and median size of 23,754 square feet and a median of 14,975 square feet which indicates there may be ample space for significant housing development.
- **C-B zoning** represents a smaller number of parcels (3%) suitable for detached ADUs (21 potential ADUs) but demonstrates a capacity to contribute to housing supply through mixed-use infill development within the commercial core of Lone Pine. The median parcel size of 5,002 square feet and an average of 5,589 square feet could provide some space for detached ADUs.

c. *Key Takeaways*

Key takeaways from the ADU/second unit development capacity analysis are summarized below. Across all communities and zone types, State ADU Law can help increase housing capacity and the physical characteristics of most parcels appear generally conducive to accommodating the range of ADUs allowed.

Significant Overall ADU Potential on Existing Parcels

The three communities combined demonstrate a significant overall potential for more than 1,300 new detached ADUs (577 in Big Pine, 278 in Independence, and 537 in Lone Pine). This capacity is identified on parcels that allow residential development and have an existing dwelling(s), highlighting efficient use of the existing land base.

R-1 Zoning is the Largest Contributor to ADU Potential

In all three communities, R-1 zoning represents the largest proportion of suitable parcels (52% in Big Pine, 70% in Independence, and 68% in Lone Pine) and offers the highest number of potential detached ADUs. The median parcel sizes in R-1 zones across the three (3) communities are generally ample, ranging from approximately 6,819 square feet to 9,350 square feet, to be able to accommodate a primary dwelling and detached ADU.

Contributions from Other Zones

R-2 zones in all three (3) communities consistently provide a significant number of additional ADU opportunities on well-sized lots. R-3 zones, though fewer in number, demonstrate high ADU potential per parcel due to their very large lot sizes (e.g., median of 10,457 square feet in Big Pine, 7,491 square feet in Lone Pine), which allows for multiple detached ADUs. PUD zoning in Big Pine presents a significant opportunity for ADUs, with the potential for one (1) detached ADU per lot. Lastly, commercial zones contribute to ADU potential, with the potential for mixed-use development within core commercial areas.

Lot Sizes and Feasibility

The analysis shows that the median and quartile parcel sizes across most residential and commercial zones are generally large enough to accommodate primary dwelling(s) and detached ADUs. The availability of adequately sized lots, combined with allowances under State ADU Law, demonstrates a strong physical feasibility of ADU development as a strategy to increase housing opportunities.

## **D. Recommendations for Infill Residential Opportunities**

Based on the analysis conducted, County review and verification of the findings, in addition to feedback received through community outreach and engagement efforts, PCE has identified specific recommendations for modifications to the General Plan and Zoning Ordinance that would increase infill residential opportunities. Any recommendations that would modify the General Plan and Zoning Ordinance will be reviewed for consistency between the two.

### **1. Recommendations to Align Zoning with General Plan Densities**

Revise existing zoning use restrictions to align with the higher residential densities intended by the General Plan. The study identified a 52-unit discrepancy between the General Plan's maximum densities (247 units) and current zoning regulations (195 units). Updating zoning to match the General Plan would ensure that sites could be developed to their intended density, leading to more efficient land use and more opportunities for housing production. Examples of modifications to the Zoning Ordinance are shown below.

#### **Ch. 18.30 R-1 DISTRICTS – ONE FAMILY RESIDENCES**

*§ 18.30.030 Permitted uses.*

*The following principal uses are permitted in an R-1 district:*

- A. ~~One~~ Single-family dwelling(s) ~~on a lot~~, including single-family mobilehomes. Number of dwellings to be determined by the general plan;*

#### **Ch. 18.33 R-2 DISTRICTS – MULTIPLE RESIDENTIAL**

*§ 18.33.020 Permitted uses.*

*The following principal uses are permitted in an R-2 district:*

- A. ~~One~~ Single-family dwelling(s) ~~on a lot~~; two separate single-family dwellings, including single-family mobile homes. Number of dwellings to be determined by the general plan;*
- B. Duplex, including two-family mobile homes;*
- C. Multiple-family dwelling(s). Number of dwelling units to be determined by the general plan;*

### **2. Recommendations to Maximize Buildable Area through Setback Adjustments**

Implement targeted reductions in front and rear yard setback requirements for residential zones (R-1, R-2, R-3). Modeling demonstrated that reducing setbacks by 5, 10, or 15 feet significantly increases the buildable area on parcels (e.g., up to a 20% average increase for R-1 lots with a 15-foot reduction). This increased flexibility in buildable area allows for larger or more efficiently designed residential units, maximizing the housing potential of each lot. Examples of modifications to the Zoning Ordinance are shown below; of note, modifications can be made Countywide or limited to infill areas.

### **Ch. 18.30 R-1 DISTRICTS – ONE FAMILY RESIDENCES**

§ 18.30.070 Yards.

*The minimum requirements for yards in R-1 districts shall be as follows:*

A. Depth of front yard, subject to the exceptions set forth by the general regulations, ~~twenty-five feet~~ **[select one:]** twenty-feet, fifteen feet, ten feet;

B. Depth of rear yard, ~~twenty feet~~ **[select one:]** fifteen feet, ten feet, five feet;

### **Ch. 18.33 R-2 DISTRICTS – MULTIPLE RESIDENTIAL**

§ 18.33.050 Yards.

*The minimum requirements for yards in the R-2 district shall be as follows:*

A. Depth of front yard: ~~twenty-five feet~~ **[select one:]** twenty-feet, fifteen feet, ten feet;

B. Depth of rear yard: ~~twenty feet~~ **[select one:]** fifteen feet, ten feet, five feet;

### **3. Recommendations to Enhance ADU Development**

- **Allow for more detached ADUs beyond State Minimums:** Given the community's general support for ADUs, increasing the permitted number of detached ADUs could accelerate housing production. This approach would maximize the utilization of larger parcels, particularly in R-1, R-2, R-3, and PUD zones where ample lot sizes have been identified. Any expansion should be balanced with considerations for infrastructure capacity and emergency services.
- **Zoning Clarification for ADUs:** Amend the Zoning Ordinance to explicitly state that ADUs are a distinct housing type and not classified as general "accessory buildings."
- **Integrate ADUs into Zoning as a Permitted Use:** Clearly designate ADUs as permitted uses within relevant residential (e.g., R-1, R-2) and mixed-use (e.g., CB) zoning districts.
- **Broaden ADU Types:** Define Manufactured Homes and Tiny Homes as permissible ADU types within the Zoning Ordinance, establishing clear and specific development standards for them.
- **Provide Comprehensive ADU Resources:** Develop and distribute an ADU Guidebook and informational handout to streamline the development process for homeowners.

### **4. Adaptive Reuse of Existing Buildings**

Consider implementing an Adaptive Reuse Ordinance to encourage the repurposing of non-residential (possibly older, vacant, or dilapidated) buildings into housing. By offering relief from typical development standards (like reduced parking and increased height limits), providing incentives (such as increased density and streamlined application processing), and utilizing objective design standards, the County can make it easier and more cost-effective for owners to create new dwelling units. Possible considerations include a rolling eligibility date (e.g., those over a certain age, or those that have been vacant for a certain time) and a requirement for a minimum number of dwelling units per project, ensuring the primary focus is providing more housing opportunities.

**Inyo County  
Residential Infill Project  
Community Workshop and Survey #1  
Feedback Summary  
March 14, 2025**

## **Introduction**

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This document summarizes the feedback received from the community workshop #1 and community survey #1. Feedback will be considered and incorporated into the Inyo County Residential Infill Project.

## **Community Workshop #1**

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Community Workshop #1 was held in Big Pine (2/24/25), Independence (2/26/25), and Lone Pine (2/27/25). Approximately 70 residents attended. Key themes are summarized below.

### **1. Housing Needs and Goals:**

- There's support for more housing to address current shortages and attract a more diverse population, including families and students.
- There's support for revitalizing main streets and utilizing existing buildings and vacant lots for housing.
- There's support for focusing on all types of housing, not just low-income housing.

### **2. Infrastructure and Resource Concerns:**

- There are concerns exist regarding the impact of increased housing on existing infrastructure, including water, sewer, fire protection, and emergency services.
- The need for a fiscal impact analysis and thorough CEQA review is emphasized.
- Water rights and water availability are of high concern.

### **3. Development Strategies:**

- Ideas include converting existing buildings, developing accessory dwelling units (ADUs), and utilizing vacant land.
- There's discussion about potential zoning changes, reduced setbacks, and the use of manufactured housing.
- Consider plans to encourage accessory dwelling units.

### **4. Community Concerns and Considerations:**

- Residents express concerns about potential negative impacts, such as increased crime and changes to the community's character.

- There's a desire for a "Main Street facelift" and economic development to support the increased population.
- There is a focus on how to sell these ideas to reluctant citizens.
- There is concern about vacant vacation homes.

#### **5. Regulatory and Planning Issues:**

- Discussions cover CEQA requirements, building codes, parking regulations, and new housing laws.
- The role of various agencies, including the county, DWP, and tribal entities, is considered.
- The use of grant funding is questioned.

#### **6. Future Steps:**

- Further site evaluations and planning are anticipated.
- The community wishes to know what decisions have been made.
- The community wants to know what comes next.

## Community Survey #1

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Community Survey #1 was open from February 3, 2025, to March 7, 2025. Key themes are summarized below. A summary of responses is attached.

### 1. Housing Preferences and Concerns:

- **ADUs are generally favored:** Many respondents support ADUs, particularly on residential lots, but some express concern about them becoming short-term rentals (STRs).
- **Single-family homes are preferred:** There's a strong preference for single-family homes to maintain the character of the small towns.
- **Concerns about increased density:** Respondents express concerns about:
  - Parking issues
  - Strain on water and sewer infrastructure
  - Loss of small-town character
  - Increased noise and traffic
  - Potential decrease in property values
  - Impact on emergency services
  - Short term rentals impact on housing availability.
  - Overcrowding.
- **Support for affordable housing:** There's recognition of the need for affordable housing options.

### 2. Regulatory and Development Issues:

- **Parking is a major concern:** Respondents emphasize the need for off-street parking and worry about reduced parking requirements.
- **Setback regulations:** There's a mixed response to reducing setbacks, with some supporting it on a case-by-case basis and others opposing it to maintain privacy and fire safety.
- **Building heights:** Most respondents prefer to maintain current building heights, with some open to limited increases in designated areas.
- **ADU development:** Respondents suggest streamlining permitting and providing financial incentives to encourage ADU construction.
- **Short-term rentals (STRs):** There are strong concerns about STRs impacting housing availability and neighborhood character.
- **LADWP land:** Many respondents call for the release of LADWP-owned land for development.
- **Enforcement:** There is a desire for stronger enforcement of existing ordinances, particularly regarding parking and nuisances.
- **Vacant/Underutilized buildings:** There is a strong desire to utilize already existing vacant buildings, before increasing density.
- **Community input:** Many people wish for more community input regarding housing decisions.

### **3. Multi-Unit Housing Preferences:**

- ADUs, duplexes, triplexes, and cottage-style housing are considered more appropriate than large apartment complexes.

### **4. Overall Sentiment:**

- While there's a recognition of the need for more housing, respondents are cautious about increasing density and want to preserve the rural character of their communities.
- Many people feel that the current regulations are adequate.
- Many people are unaware of the current regulations.
- There is a strong desire for the county to pressure the LADWP to release land.



# **Community Survey #1: Residential Infill Opportunities in Big Pine, Independence, and Lone Pine**

Friday, March 14, 2025

**21**

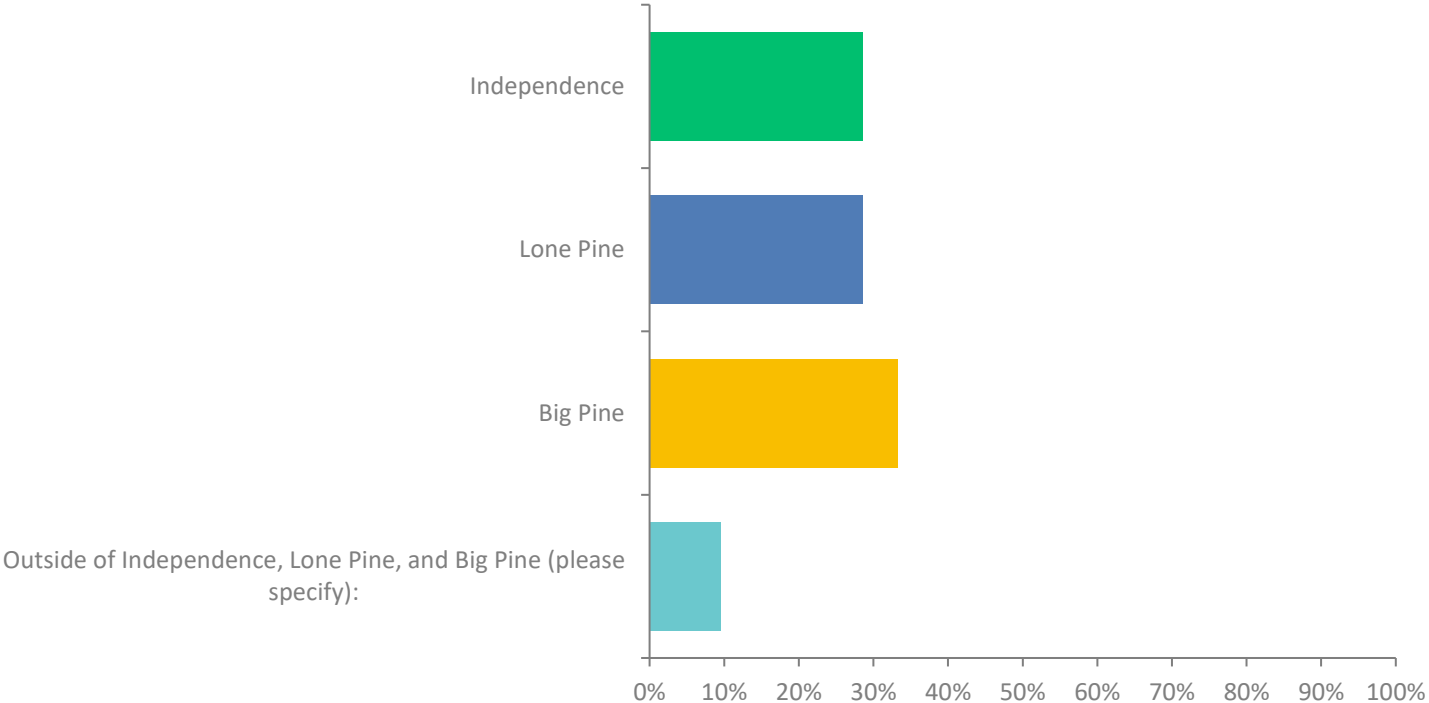
Total Responses

Date Open: 2/3/25 to 3/7/25

Complete Responses: 21

# Q1: Where do you currently reside? (select one)

Answered: 21 Skipped: 0



# Q1: Where do you currently reside? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Independence	28.57%	6
Lone Pine	28.57%	6
Big Pine	33.33%	7
Outside of Independence, Lone Pine, and Big Pine (please specify):	9.52%	2
TOTAL		21

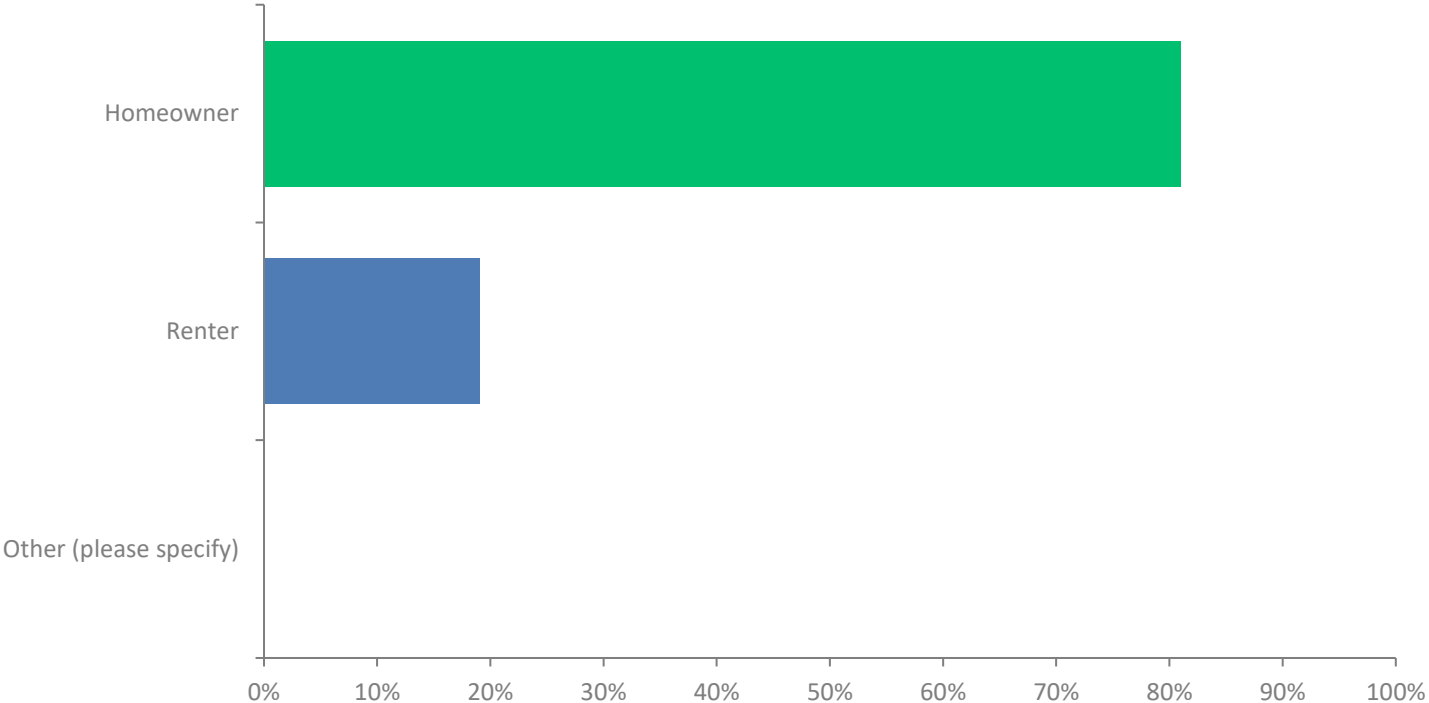
## Q1: Where do you currently reside? (open ended responses)

Answered: 21 Skipped: 0

- Alabama Hills
- Olancho

# Q2: What is your current housing status? (select one)

Answered: 21 Skipped: 0



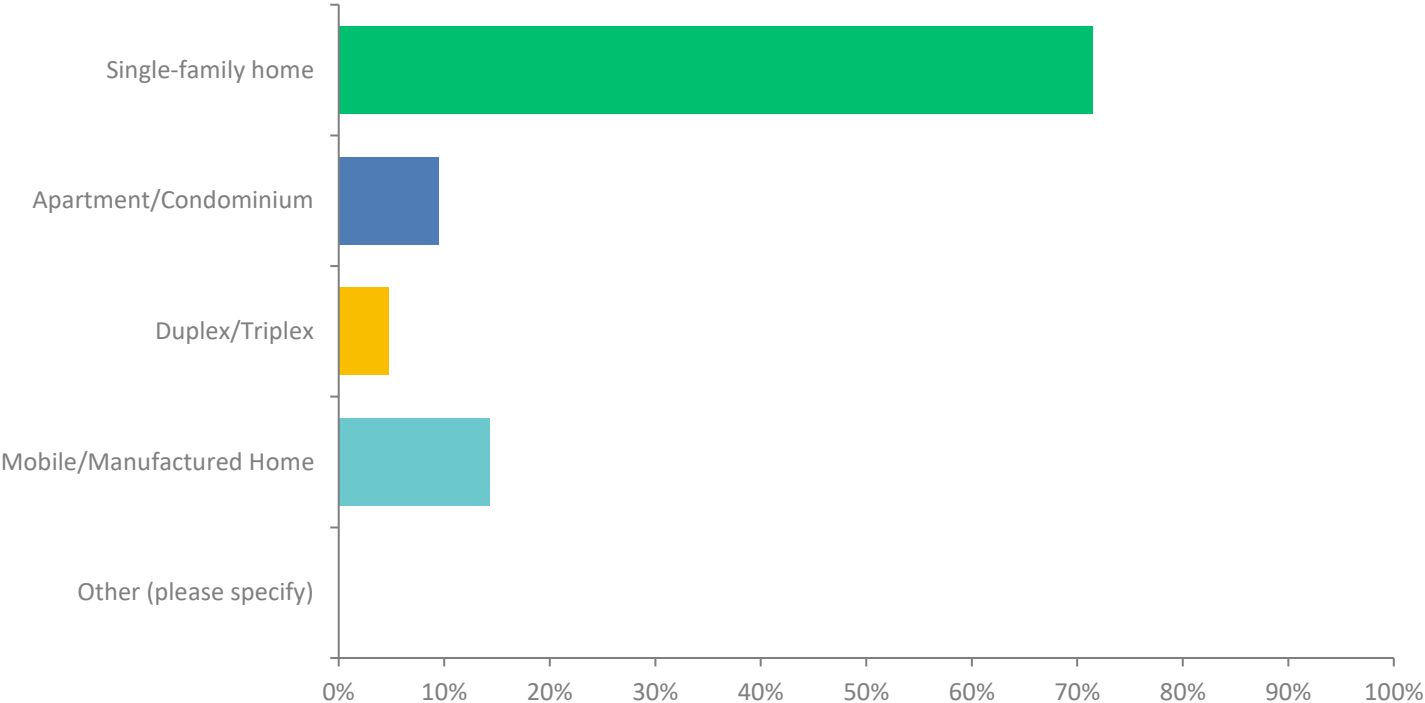
## Q2: What is your current housing status? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Homeowner	80.95%	17
Renter	19.05%	4
Other (please specify)	0.00%	0
TOTAL		21

### Q3: What type of dwelling do you currently reside in? (select one)

Answered: 21   Skipped: 0





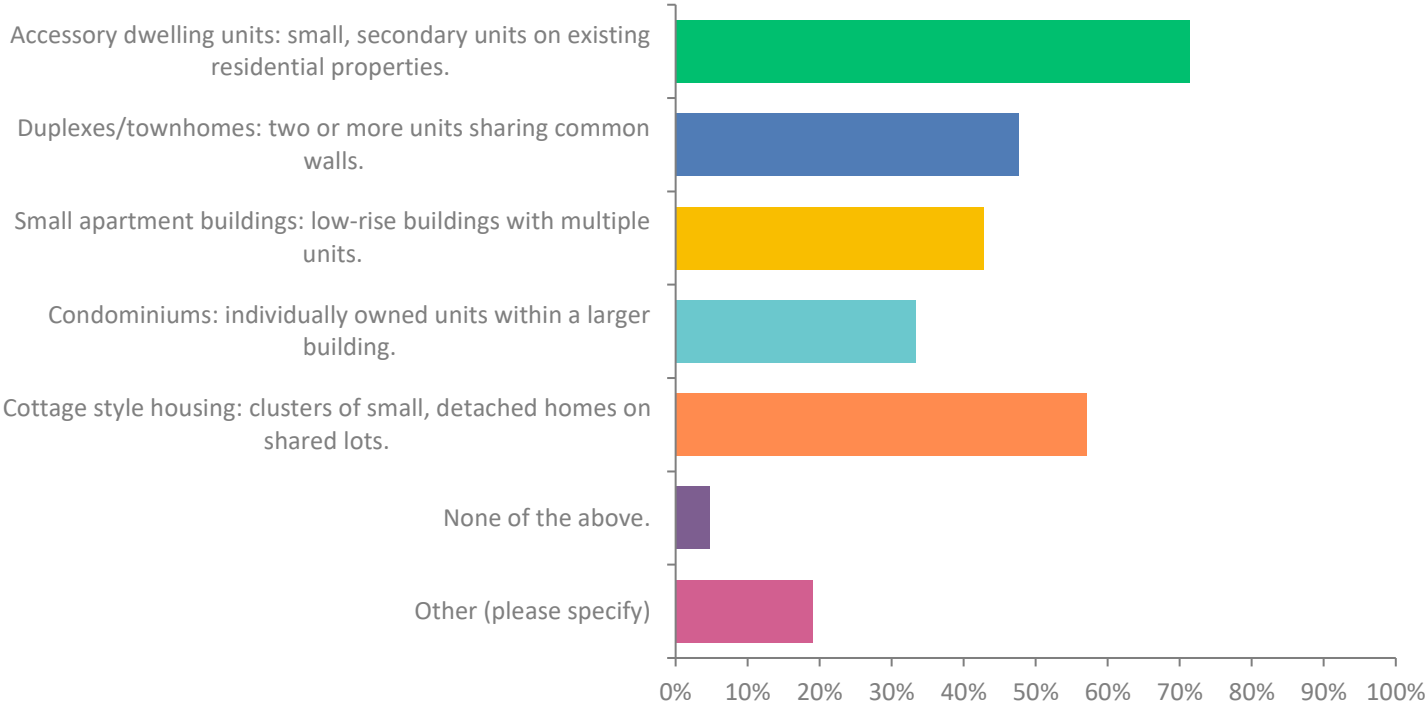
### Q3: What type of dwelling do you currently reside in? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Single-family home	71.43%	15
Apartment/Condominium	9.52%	2
Duplex/Triplex	4.76%	1
Mobile/Manufactured Home	14.29%	3
Other (please specify)	0.00%	0
TOTAL		21

# Q4: Which of the following types of infill housing options would you most support in your community? (select all that apply)

Answered: 21 Skipped: 0



# Q4: Which of the following types of infill housing options would you most support in your community? (select all that apply)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Accessory dwelling units: small, secondary units on existing residential properties.	71.43%	15
Duplexes/townhomes: two or more units sharing common walls.	47.62%	10
Small apartment buildings: low-rise buildings with multiple units.	42.86%	9
Condominiums: individually owned units within a larger building.	33.33%	7
Cottage style housing: clusters of small, detached homes on shared lots.	57.14%	12
None of the above.	4.76%	1
Other (please specify)	19.05%	4
TOTAL		58

#### **Q4: Which of the following types of infill housing options would you most support in your community? (open ended responses)**

Answered: 21 Skipped: 0

- Allow ADUs on commercial lots with existing residential single family units.
- Single Family
- Single family homes
- Building new homes on vacant lots; Redeveloping underutilized lots: this could include converting, removing, or replacing structures for new residential units.

## **Q5: What specific concerns or benefits do you associate with the types of infill housing you selected, or did not select? (open ended responses)**

Answered: 17 Skipped: 4

- I support creating more housing, but am concerned about parking issues related to more housing. Currently in Lone Pine, there is not enough OFF street parking.
- Focus on work frock housing
- Water, sewer capacities and age... Adequate water for fire protection, need for full time paid fighter firefighters
- By modifying the zoning standards or the small towns, we are removing pressure on LADWP to release the town sites that were mandated in the Long Term Water Agreement
- "Benefits: more housing opportunities, especially for individuals who can't afford to buy a homeConcerns: It might sound superficial, but apartment buildings and condominiums (especially those erected rapidly) can look and feel quite cheap. In addition to being a blight on the landscape, they can be overly dark and lack privacy and individuality."
- "Maintain the character of the town (primarily single story,single family dwellings)"

## **Q5: What specific concerns or benefits do you associate with the types of infill housing you selected, or did not select? (open ended responses)**

Answered: 17 Skipped: 4

- I think accessory dwelling units are acceptable on residential properties. I generally don't support increased densities in small towns that have no urban sprawl. One of the attractions of living in Inyo County is that there is less dense urban development than in other areas of California.
- Apartment buildings, with noise and traffic could decrease property value.
- It may not increase home ownership.
- ADU's tend to become short term rentals(STR)whether permitted or not. STR's are disruptive to neighborhoods and attract real investment that removes the potential to recruit professionals for county jobs, schools, and hospitals.
- Apartment complexes would hurt the community because they are eye sores, promotes overcrowding on residential streets. Would like to see more single-family homes for sale so people can buy instead of continuing to rent

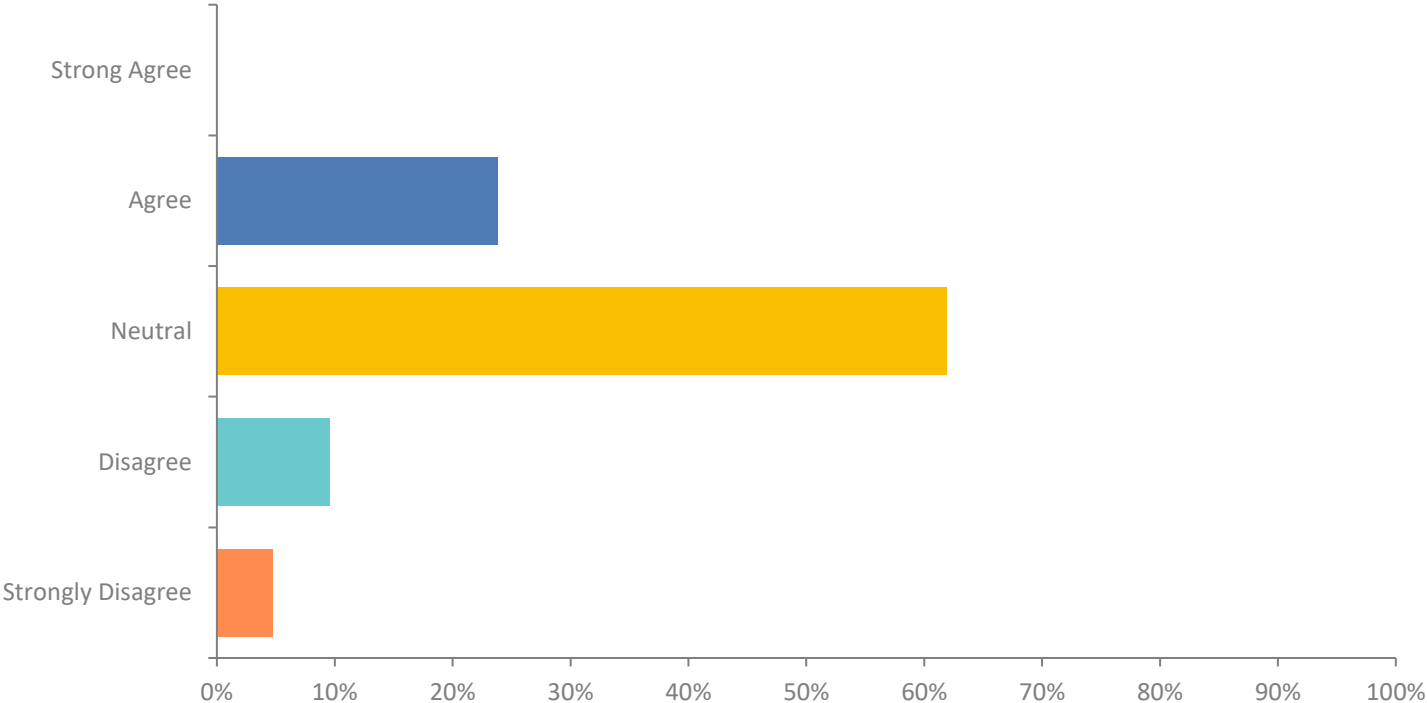
## **Q5: What specific concerns or benefits do you associate with the types of infill housing you selected, or did not select? (open ended responses)**

Answered: 17 Skipped: 4

- N/A
- The loss of the small town lifestyle, becoming overpopulated, increased crime (there is not enough officers to respond to calls as it is), not enough resources within each of the listed communities to support people (grocery stores, transportation, ambulance services).
- additional housing is needed. affordable housing is needed.
- If we have the land, allow us to add dwellings or cottages etc
- Benefits: increased opportunities for local residents to obtain much-needed homeownership; increase in out-of-county residents interested in relocating to Inyo for work; increase in retention for current/future Inyo County employees; increase in current/future local business investments associated with revitalized real estate market
- I live in a rural area to avoid high density population. Would not like to see the City brought here

**Q6: Do you believe current zoning and General Plan regulations allow for the development of additional housing units within existing neighborhoods? (select one)**

Answered: 21 Skipped: 0





**Q6: Do you believe current zoning and General Plan regulations allow for the development of additional housing units within existing neighborhoods? (select one)**

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strong Agree	0.00%	0
Agree	23.81%	5
Neutral	61.90%	13
Disagree	9.52%	2
Strongly Disagree	4.76%	1
TOTAL		21

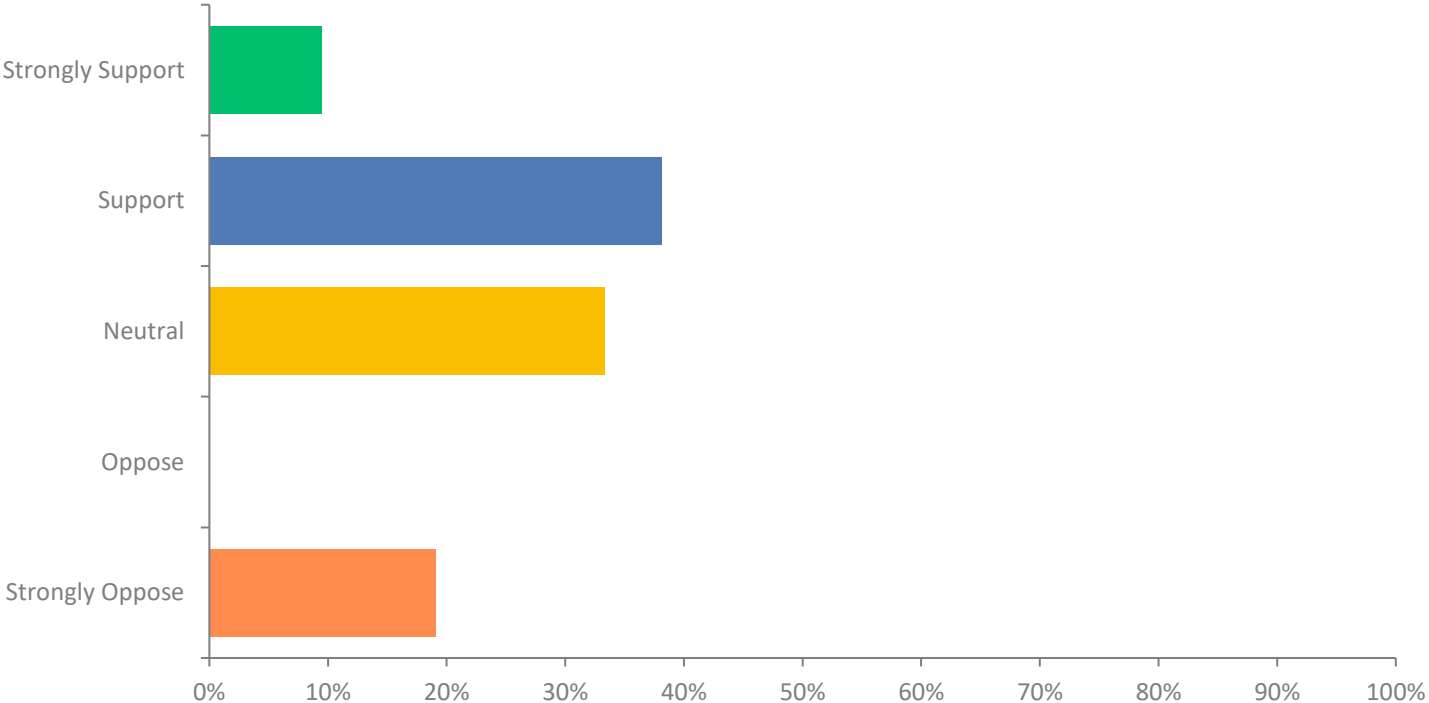
**Q7: For respondents who answered “disagree” or “strongly disagree,” what specific changes to current regulations would you like to see to allow for more housing development in existing neighborhoods? (open ended responses)**

Answered: 8 Skipped: 13

- I am not familiar with the current regulations.
- Current regulations adequately allow additional housing units in residential zones but not in commercial (highway) zones.
- I’m unfamiliar with current regulations.
- I don't know what the current regulations are. The regulations in question should be mailed or emailed to residents, or a link with an explanation of what might be changed.
- Off Street Parking Only
- N/A
- I don't know what the regulations say.
- More regulations/penalties for long abandoned/vacant properties; more aggressive approach to ongoing negotiations/litigations with LADWP properties/leases; priority for County residents obtaining property instead of out-of-County residents investing in property

**Q8: Do you support allowing more housing units per lot in zone districts that allow housing (e.g., ADUs, duplexes, triplexes, cluster housing, etc.)? (select one)**

Answered: 21 Skipped: 0



**Q8: Do you support allowing more housing units per lot in zone districts that allow housing (e.g., ADUs, duplexes, triplexes, cluster housing, etc.)? (select one)**

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	9.52%	2
Support	38.10%	8
Neutral	33.33%	7
Oppose	0.00%	0
Strongly Oppose	19.05%	4
TOTAL		21

**Q9: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” what types of multi-unit housing do you feel are most appropriate for your community? (open ended responses)**

Answered: 16 Skipped: 5

- All kinds.
- ADU, duplex, cottage
- Any!
- Based on capacity of system to support them
- ADUs or Cottage-style Housing
- Additional housing units should be allowed in commercial zones up to the density allowed in residential zone for the same size parcels.
- ADU's seem like a good option, or several small cottages on a lot.
- No more than 2-3 units per in-town lot. Single story.
- Accessory Dwelling Units. Also, the question should read "Accessory Dwelling Units" instead of ADU. It wasn't explained above that "ADU" is an acronym for "accessory dwelling unit."

**Q9: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” what types of multi-unit housing do you feel are most appropriate for your community? (open ended responses)**

Answered: 16 Skipped: 5

- Single-story attached townhomes
- Duplex/triplex
- Duplex, triplex, or small apartment units
- I feel as if duplexes and triplexes could be beneficial for our small town. Cluster housing would be way to close together.
- ADUs and cluster housing
- Tiny homes
- Condominiums

**Q10: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” what measures would you like to see in place to ensure that any increased density is compatible with the character of existing neighborhoods? (open ended responses)**

Answered: 12 Skipped: 9

- Off street parking issues a must.
- None
- Stringent regulation on AirBnB-type short-term leases. The goal should be to increase density for permanent residents.
- I don't think a multi-story apartment building would go over well here. No monstrosities, please! Several small dwellings would be preferable to one beastly building.
- See above
- There should be some type of community input. Also, the question of Recreational Vehicles (RVs) parked in front of houses should be addressed.

**Q10: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” what measures would you like to see in place to ensure that any increased density is compatible with the character of existing neighborhoods? (open ended responses)**

Answered: 12 Skipped: 9

- Off-street parking
- Aesthetically pleasing, if adding to a lot with existing building it matches architectural style. If they don't share walls allowing space for appealing landscape
- Adequate parking, eye appealing exterior,
- N/A
- Permitting and code enforcement
- Low-income housing correlated with increase in crime



**Q11: For respondents who answered “Oppose” or “Strongly Oppose,” what are your primary concerns about allowing more housing units per lot? (open ended responses)**

Answered: 6 Skipped: 15

- Capacity of existing water/sewer/emergency services
- Parking, Noise
- Overcrowding of cars on residential streets. It doesn't look nice in the community.
- N/A
- overpopulating in a area not designed to support increased population, people from out of the area purchasing property/housing and increasing rent or turning units into Airbnb, not enough law enforcement available.
- As stated above.

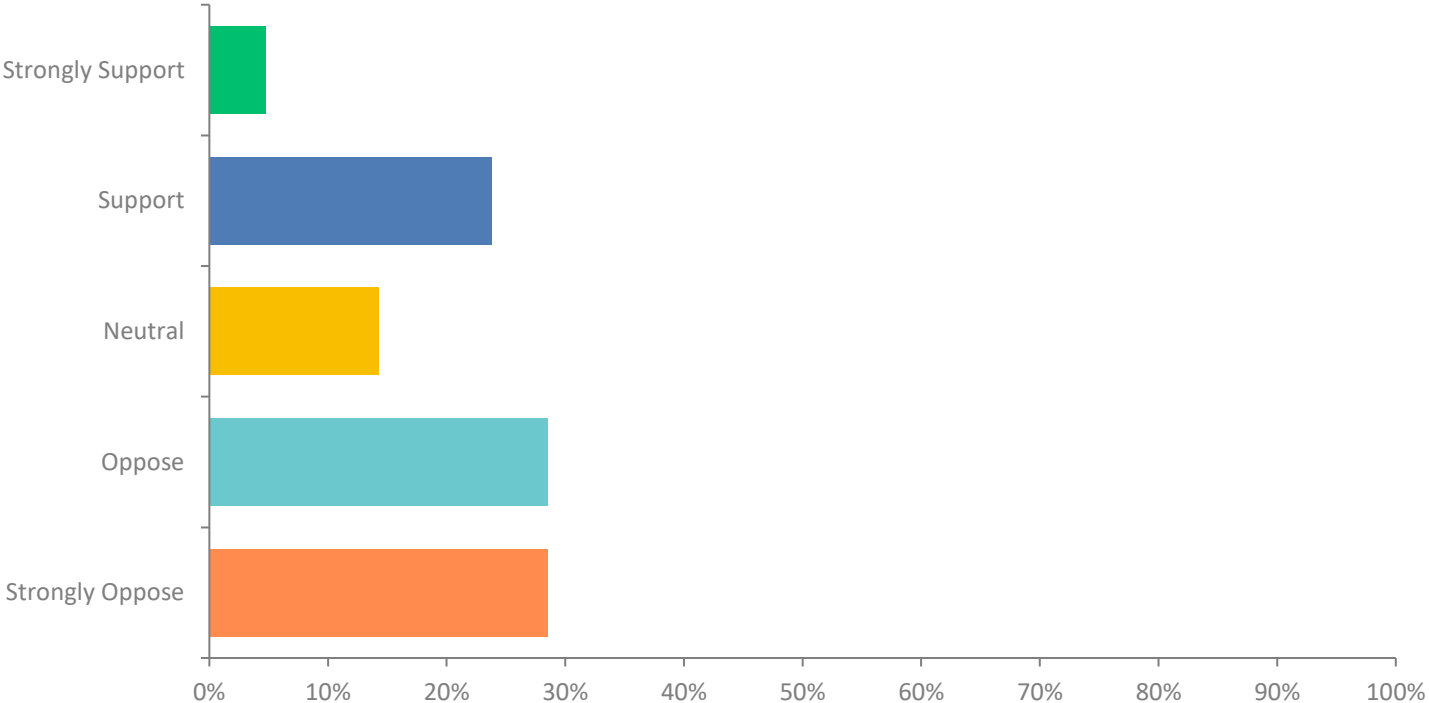
**Q12: For respondents who answered “Oppose” or “Strongly Oppose,” what alternative solutions would you suggest for addressing the community’s housing needs? (open ended responses)**

Answered: 5 Skipped: 16

- Develop the land in Big Pine, South of Jack In The Box First. Finish getting the land in each community that the Long Term Water Agreement required!
- Build more single family homes, remove the numerous amounts of motels that are present or build on unused vacant lots. So many buildings in Big Pine sit empty, renovate them into homes
- N/A
- remove the use of Airbnb's which would free up rental units for those in need,
- There needs to be some land released for small development. The county and DWP talk and talk for decades I have been hearing it. But nothing ever happens. DWP can't keep employees no housing. Set down and work it out. Lots in Independence are the majority 50' by 130' small. Jamming more people into a small space is not the answer. Stop have surveys and meetings and do some real work.

**Q13: Do you support increasing allowable building heights for residential development in certain areas? (select one)**

Answered: 21 Skipped: 0



# Q13: Do you support increasing allowable building heights for residential development in certain areas? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	4.76%	1
Support	23.81%	5
Neutral	14.29%	3
Oppose	28.57%	6
Strongly Oppose	28.57%	6
TOTAL		21

**Q14: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” in which areas do you believe increasing building heights would be appropriate and what height limits do you believe would be reasonable for these areas? (open ended responses)**

Answered: 7 Skipped: 14

- Housing/Bim
- At most 1 to 2 additional floors, but only if additional housing is supported by additional utility capacity and assigned/ designated parking.
- Well, now I’m contradicting myself. If the only option to add housing here is by increasing the height of buildings, then I support it. I think these buildings should be on the edge of town, or even potentially re-making currently abandoned buildings (I’m thinking of the juvenile hall) into a multi-unit dwelling.
- Height would need to be fairly consistent with surrounding buildings. For instance the 395 corridor in Bishop one or two blocks away in both sides could support taller structures without visually impacting anything. In particular areas designated at higher density, but not areas where single family units are predominant
- I believe we should not increase this. The set heights seem reasonable for our town.
- 2-story
- 3 stories no more these rural towns are not the appropriate location for anything more.

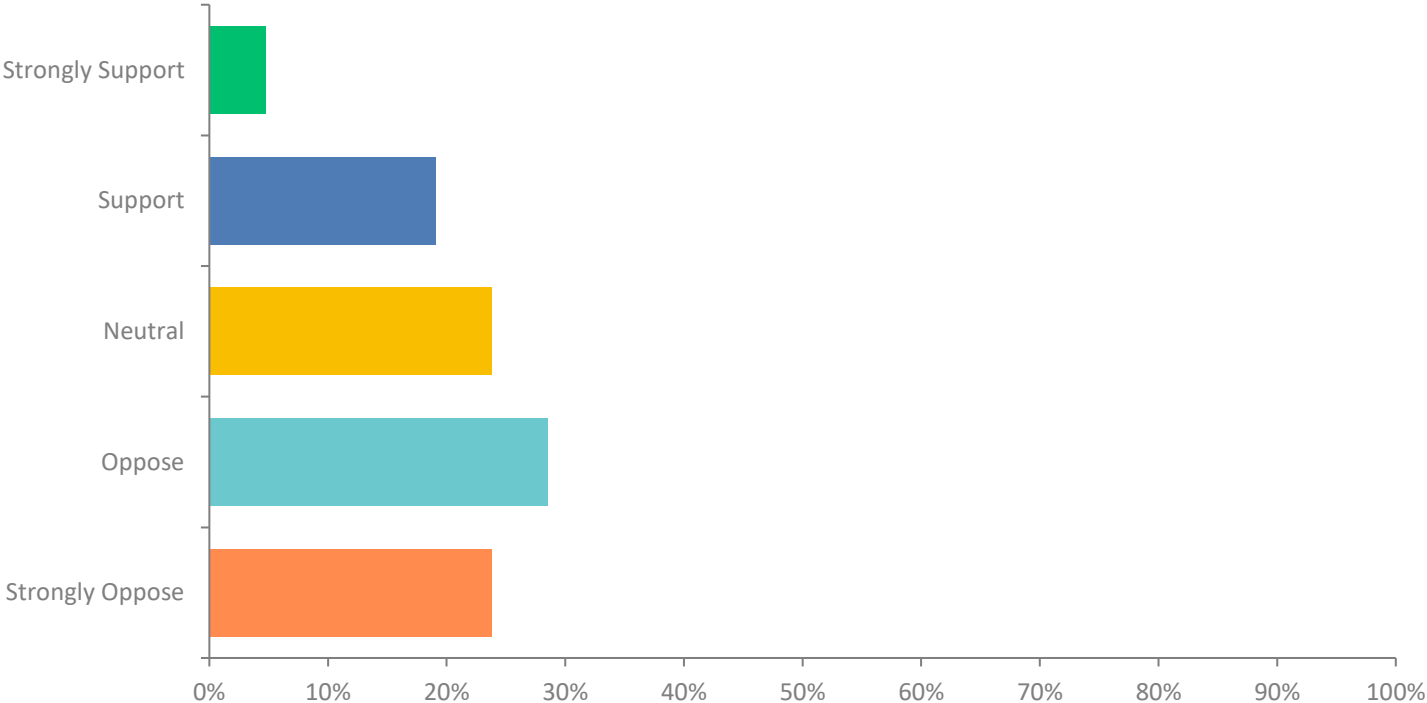
**Q15: For respondents who answered “Oppose” or “Strongly Oppose,” what alternative solutions would you suggest for increasing housing density without increasing building heights? (open ended responses)**

Answered: 9 Skipped: 12

- Additional housing could be provided in Independence by release of vacant land by LADWP which was supposed to be released under the Water Agreement.
- Develop vacant lots; buy-back DWP land
- There isn't any reason to increase housing density in the rural communities of Inyo County. What is the rationale? The rationale hasn't been stated.
- Build on land that the county owns.
- Keep R1 status
- Consider basements
- Ruins our beautiful view of the mountains. No need for buildings to be over 2 stories here.
- N/A
- removal of Airbnb's, I do agree with building out on empty lots but not multi-level buildings.

# Q16: Do you support reducing required setbacks between buildings and property lines? (select one)

Answered: 21 Skipped: 0



# Q16: Do you support reducing required setbacks between buildings and property lines? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	4.76%	1
Support	19.05%	4
Neutral	23.81%	5
Oppose	28.57%	6
Strongly Oppose	23.81%	5
TOTAL		21



**Q17: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” in what types of situations do you believe reducing setbacks would be appropriate? (open ended responses)**

Answered: 8 Skipped: 13

- All
- Allow to Build
- Rear yard setbacks should be reduced to all an ADU if the owner desires.
- I think that the front yard setbacks can be reduced in all circumstances. We are lucky to have plenty of open space here and, in my opinion, that means yards can be smaller.
- When new construction is built in both lots and/or when neighbors agree to reduced setback.
- I think some reductions might make sense, but on a case by case basis. Perhaps allowing the planning committee more flexibility to grant variances where there would be little impact. Also, several of the communities are at their limits for water so smaller yards may be more sustainable. If setbacks are reduced there needs to be input regarding Firewise planning.
- N/A
- The 25 foot front and 20 foot rear does not leave much building space on these small lots.

**Q18: For respondents who answered “Oppose” or “Strongly Oppose,” what alternative solutions would you suggest for increasing housing density while maintaining appropriate setbacks? (open ended responses)**

Answered: 11 Skipped: 10

- Look at recent LA fires
- Limit infill to larger lots with available space
- Build within existing parameters. Houses too close together are an eyesore and privacy is compromised
- I like it the way it is now. If there is no pressing need to increase density, why do it? I didn't know it was a problem in Inyo County. LA Department of Water and Power's ownership of land in Inyo County constrains housing availability.
- Build on county owned land first.
- Setbacks are already small. Increased density and smaller setbacks will have people living elbow to elbow

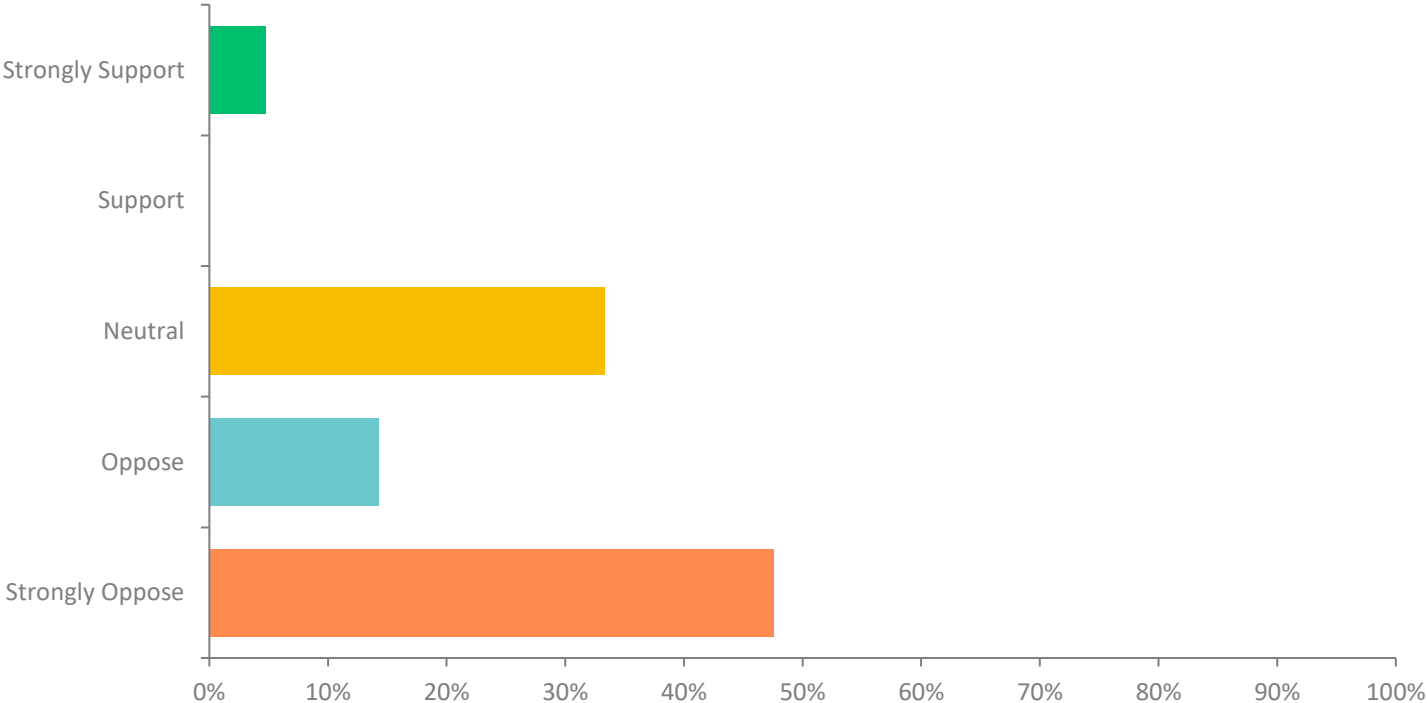
**Q18: For respondents who answered “Oppose” or “Strongly Oppose,” what alternative solutions would you suggest for increasing housing density while maintaining appropriate setbacks? (open ended responses)**

Answered: 11 Skipped: 10

- Don't build or build somewhere else
- The homes that already have larger yards should be grandfathered in, but the new properties should have smaller yards to expand more.
- I do not feel building closer together will address the issues, we are already a fire prone area with volunteer fire departments why would it be remotely wise to "stack" people on top of each other.
- I would not support changes to the front yard. No concerns about side or back yard changes.
- Go to a different location and don't barge into private owned properties that are occupied.

# Q19: Do you support reducing required parking for new housing developments? (select one)

Answered: 21 Skipped: 0



# Q19: Do you support reducing required parking for new housing developments? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	4.76%	1
Support	0.00%	0
Neutral	33.33%	7
Oppose	14.29%	3
Strongly Oppose	47.62%	10
TOTAL		21

**Q20: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” in what types of locations do you believe reduced parking requirements would be appropriate? (open ended responses)**

Answered: 4 Skipped: 17

- Parking requirements for R-2 and R-3 zoning could be reduced since many of the occupants of those properties are single and only have 1 vehicle.
- I think that the current amount of spaces per unit is appropriate and should not be reduced.
- Townhomes can have a 1-car garage.
- N/A

**Q21: For respondents who answered “Support,” “Strongly Support,” or “Neutral,” what alternative options should be encouraged to compensate for reduced parking? (open ended responses)**

Answered: 1 Skipped: 20

- Our town is already so small for the amount of vehicles each family has. Families should not be limited to vehicles. The county could implement a "no parking" policy on residential streets or only limit the number of vehicles parked for certain periods of time in residential.

**Q22: For respondents who answered “Oppose” or “Strongly Oppose,” what are your primary concerns about reducing parking requirements? (open ended responses)**

Answered: 12 Skipped: 9

- There already isn't enough on street parking. Commercial traffic already impacts residential street parking now. The county needs to enforce parking regulations more.
- State has over ruled
- Don't need streets looking like parking lots
- While not currently an issue for most property owners, parking can quickly escalate— already many properties utilize most if not all of the adjacent street parking.
- Eyesore curb congestion
- Available street parking needs to be taken into consideration based on housing units per block
- Parking congestion in front of houses. People from other houses parking in front of your house. I have no problem with the existing ordinance.



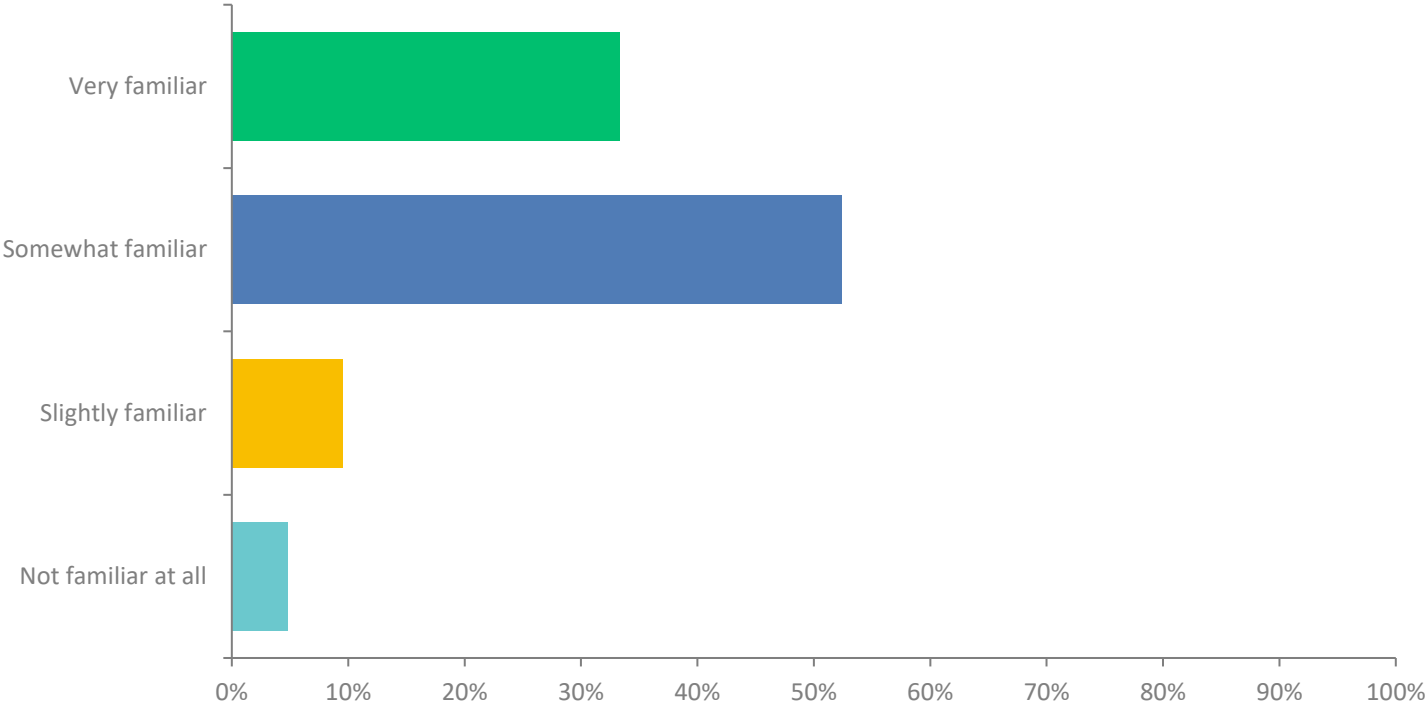
**Q22: For respondents who answered “Oppose” or “Strongly Oppose,” what are your primary concerns about reducing parking requirements? (open ended responses)**

Answered: 12 Skipped: 9

- If less parking on the property more parking on the streets which create poor visuals for traffic and pedestrian sight lines
- There are too many excess vehicles parked on the streets already. Reducing requirements wouldn't change that. There needs to be ample parking to get the cars off the street.
- If you build apartments they will park their cars on city streets, as many people have more than 2 cars, the cars will end up in the street and we don't have space for that
- My primary concern is where will I store my vehicles when they are not in use? I do not have a garage or enough yard space. This will hinder my transportation.
- Congestion this is a rural area and needs to stay that way. Take a drive there independence and look at the mess on many of the streets old cars, etc currently blocking the streets. The Country does nothing now.

**Q23: How familiar are you with Accessory Dwelling Units (ADUs), sometimes referred to as in-law units, second units, granny flats, casitas, etc.? (select one)**

Answered: 21 Skipped: 0



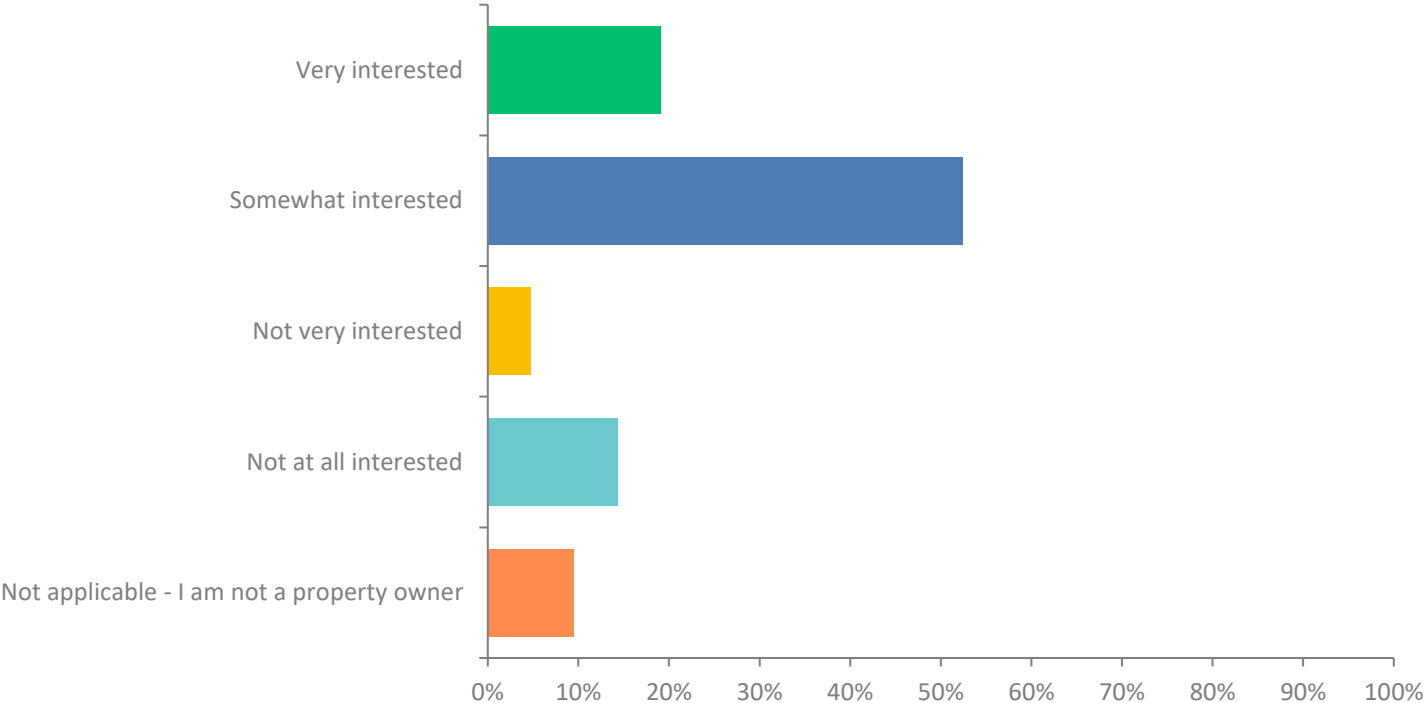
**Q23: How familiar are you with Accessory Dwelling Units (ADUs), sometimes referred to as in-law units, second units, granny flats, casitas, etc.? (select one)**

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Very familiar	33.33%	7
Somewhat familiar	52.38%	11
Slightly familiar	9.52%	2
Not familiar at all	4.76%	1
TOTAL		21

**Q24: If you were considering adding a dwelling unit to your property, how interested would you be in exploring the possibility of building an ADU? (select one)**

Answered: 21 Skipped: 0



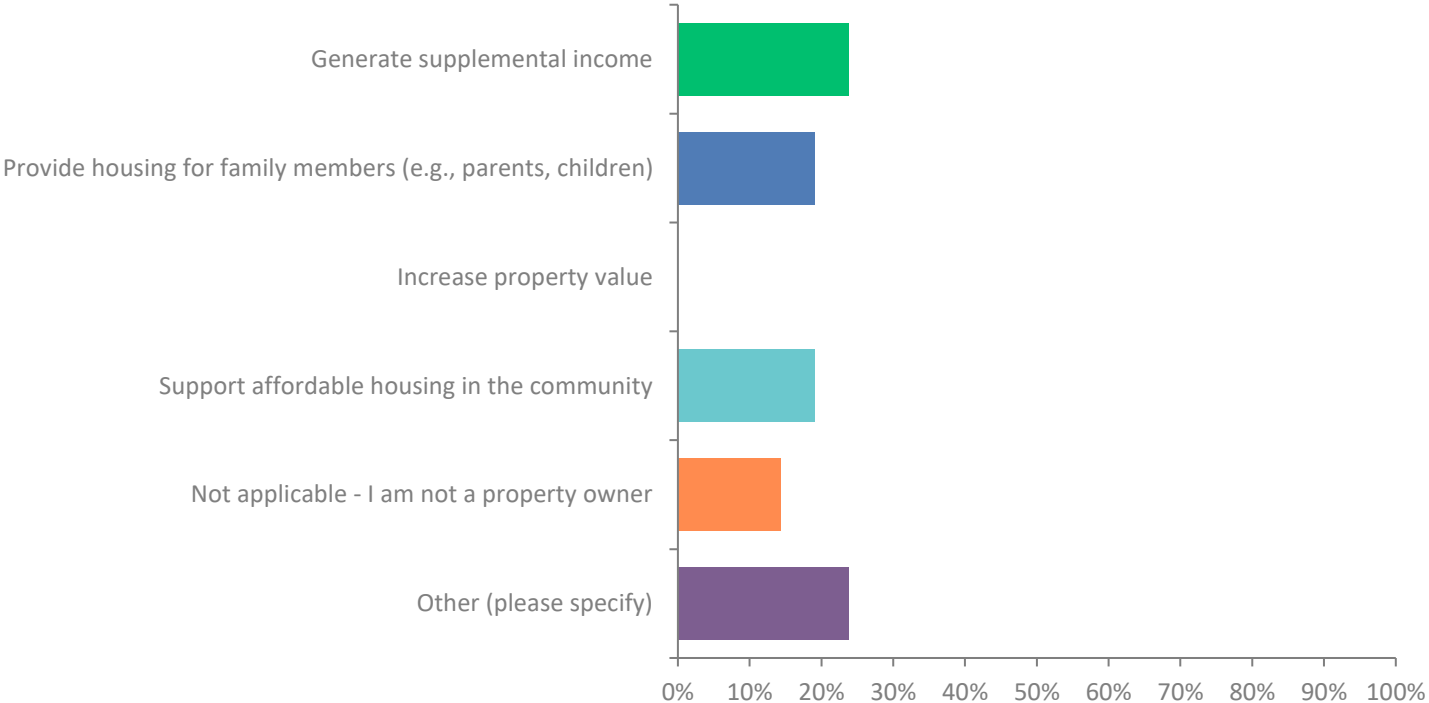
**Q24: If you were considering adding a dwelling unit to your property, how interested would you be in exploring the possibility of building an ADU? (select one)**

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Very interested	19.05%	4
Somewhat interested	52.38%	11
Not very interested	4.76%	1
Not at all interested	14.29%	3
Not applicable - I am not a property owner	9.52%	2
TOTAL		21

# Q25: What would be the primary motivation for you to consider building an ADU on your property? (select one)

Answered: 21 Skipped: 0



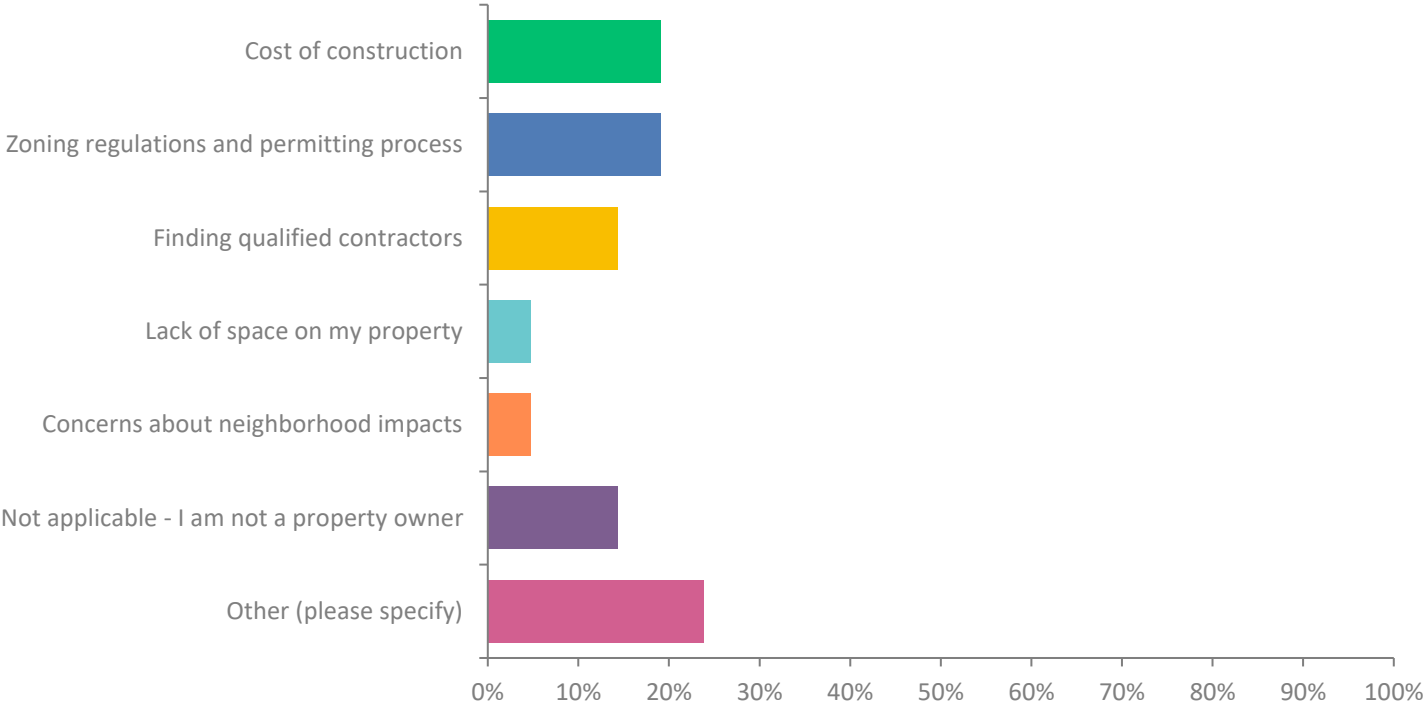
# Q25: What would be the primary motivation for you to consider building an ADU on your property? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Generate supplemental income	23.81%	5
Provide housing for family members (e.g., parents, children)	19.05%	4
Increase property value	0.00%	0
Support affordable housing in the community	19.05%	4
Not applicable - I am not a property owner	14.29%	3
Other (please specify)	23.81%	5
TOTAL		21

# Q26: What do you perceive as the biggest obstacle to building an ADU on your property? (select one)

Answered: 21 Skipped: 0





# Q26: What do you perceive as the biggest obstacle to building an ADU on your property? (select one)

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Cost of construction	19.05%	4
Zoning regulations and permitting process	19.05%	4
Finding qualified contractors	14.29%	3
Lack of space on my property	4.76%	1
Concerns about neighborhood impacts	4.76%	1
Not applicable - I am not a property owner	14.29%	3
Other (please specify)	23.81%	5
TOTAL		21

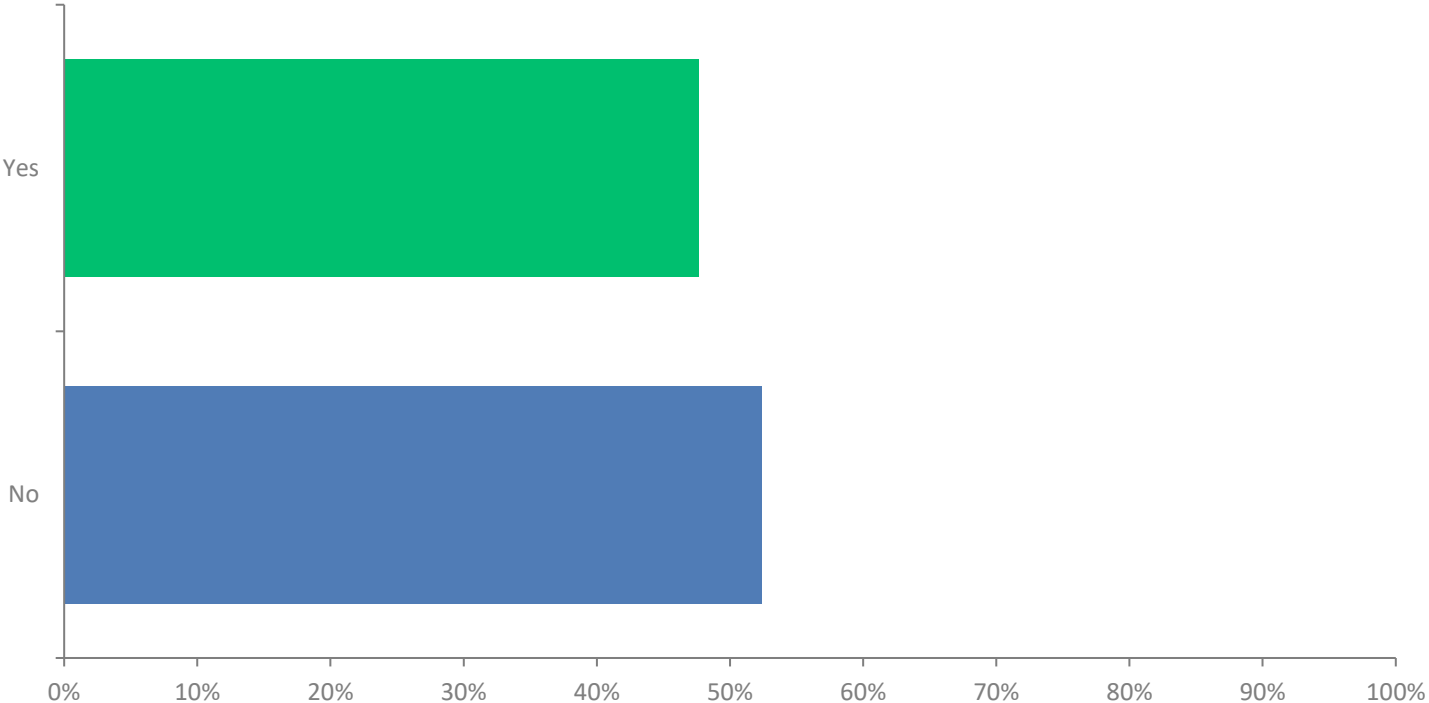
## **Q27: What specific actions or policies do you believe would encourage the development of ADUs within your community? (open ended responses)**

Answered: 11 Skipped: 10

- Reduce Requirements
- Streamlining the permitting system and removing some of the onerous requirements that are more targeted to urban areas (electric car charging capability)
- I don't think it's possible for the county to create any action or policy around this, but having contractors who are willing to make the trek to the southern part of the valley would be helpful.
- Partnership with companies offering prefab units with incentivized pricing and timelines
- I don't know enough about the current policies.
- We don't have enough contractors, construction noise
- Zoning and permitting
- By relaxing the short term rental regulations which would be an overall negative
- N/A
- grants or financial assistance to build with the requirement to use the structure as a rental for a period of time,
- Lower the cost

**Q28: Did you know that Inyo County offers pre-approved ADU plan sets that can help streamline the permitting process? (select one)**

Answered: 21 Skipped: 0



**Q28: Did you know that Inyo County offers pre-approved ADU plan sets that can help streamline the permitting process? (select one)**

Answered: 21   Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	47.62%	10
No	52.38%	11
TOTAL		21

**Q29: Is there anything else you'd like to share with the County regarding infill residential development or ADUs? Are there any other change to zoning regulations you believe would make it easier to build more housing in existing neighborhoods? (open ended responses)**

Answered: 13 Skipped: 9

- "The following is a list of additional properties that should be looked at to be designated as possibly underutilized or vacant: 210 Tim Holt Rd. 425 S Main St. 200 S Lone Pine Ave. 210 E Whitney Portal Rd. 125 N Lake View St. 406 E Locust St. 151 N Hay St. 160 N Lone Pine Ave. 125 N Lone Pine Ave (3 lots). 221 W Willow St. 132 E Locust St."
- Lot splits rezoning
- No
- Push LADWP to release the land that was mandated in the LTWA prior to changing the landscape of our small towns
- DWP needs to sell back land to the community (or better yet return it for free)

**Q29: Is there anything else you'd like to share with the County regarding infill residential development or ADUs? Are there any other change to zoning regulations you believe would make it easier to build more housing in existing neighborhoods? (open ended responses)**

Answered: 13 Skipped: 9

- There should be enforceable nuisance, noise, and stray dog ordinances. Increased density can add more urban problems. If someone in a new ADU has a barking dog, runs a generator for electricity, and blasts music in the night, this behavior shouldn't be allowed.
- I believe that the land available to develop in the communities should be built on first before increasing density in existing neighborhoods.
- People are circumventing the rules for short term rentals. The county needs to make that short term rentals are paying the commercial rate for CSD fees and all assessments levied on properties. Also there should be an additional fee imposed in excess of the bed tax as a neighborhood impact fee of an additional 3%.
- I support building on unused lots. But I more strongly believe we should use the abandoned structures that already exist in Big Pine, refurbish and use them or knock them down and rebuild

**Q29: Is there anything else you'd like to share with the County regarding infill residential development or ADUs? Are there any other change to zoning regulations you believe would make it easier to build more housing in existing neighborhoods? (open ended responses)**

Answered: 13 Skipped: 9

- N/A
- I do feel that there needs to be more looking into what already exists versus building more. I see multiple properties that have been sitting empty and run down that should be explored first.
- Please consider Olancha/Cartago in your plans. There's property owners that are very interested in adding dwellings for housing locals that need a place to live. Or simply our kids grow up and they need their own home. If we have the land, what's the problem?? We want and need more housing??
- Not a fan of density in population. Get serious about freeing up some land for development. There have been opportunities right here in Independence that were missed.

**Inyo County  
Residential Infill Project  
Community Workshop and Survey #2  
Feedback Summary  
June 16, 2025**

## **Introduction**

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This document summarizes the feedback received from the community workshop #2 and community survey #2. Feedback will be considered and incorporated into the Inyo County Residential Infill Project.

## **Community Workshop #2**

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Community Workshop #2 was held in Big Pine (5/20/25), Independence (5/21/25), and Lone Pine (5/22/25). Approximately 12 residents attended. Key themes are summarized below.

- **Lack of services:** There's a need for more accessible services within the community.
- **Limited housing options:** The availability of diverse housing is an issue.
- **Short-term rental restrictions impact on property value:** There's a concern that STR restrictions within the County's pre-approved ADU program are negatively affecting property values. Specifically, there are concerns about the requirement that ADUs built under the County's program must be rented for terms longer than 30 days.
- **Prevalence of existing short-term rentals:** The community notes that a number of short-term rentals are already established.
- **Fire safety concerns:** Questions were raised regarding whether fire standards and overall fire safety would be thoroughly examined, especially in relation to development.
- **Water access for parcels:** There's a clarification question about infill parcels having access to water.
- **"Zero lot lines" considerations:** Questions were asked about whether "zero lot lines" would be required, and safety concerns raised about zero lot lines for properties along Main Street.
- **Consistency in setback changes:** Questions were asked about whether changes to setbacks will be applied uniformly across the board or on a case-by-case basis.
- **Cash incentives for development:** There's an interest in cash incentives for development, specifically to help offset any potential loss in property value due to new regulations or market changes.



## Community Survey #2

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Community Survey #2 was open from May 1, 2025, to June 6, 2025. Key themes are summarized below. A summary of responses is attached.

### 1. Factors for Allowing More ADUs

- **Privacy and Neighbors:** Significant concern exists about maintaining privacy for both ADU occupants and existing neighbors. This includes worries about noise, proximity, shared spaces, and the potential for discomfort if a neighbor is also a landlord.
- **Design and Setbacks:** Some believe the County should assist with acceptable design and that setbacks should generally be maintained.
- **Infrastructure Impact:** Concerns were raised about increased population leading to strain on parking, medical services (already deemed insufficient in Inyo County), volunteer fire departments, and EMS services.
- **Local Housing vs. Short-Term Rentals:** A strong desire was expressed for regulations to ensure ADUs are used for local housing, not primarily for AirBnBs.
- **Overcrowding:** Fear of turning single-family dwellings into apartment-like environments with too many people and pets on one parcel, leading to noise pollution and loss of privacy.
- **Specific Community Objections:** A very strong, repeated sentiment from one resident in Independence is against any population increase or new housing types like ADUs, apartments, or condominiums in Independence.

### 2. Factors for Reducing Front and Rear Yard Setbacks

- **Maintain Existing Setbacks:** A prevalent opinion is that setbacks should remain as they are, citing issues like fire safety (distance for embers, firefighter access) and existing encroachment problems in Big Pine.
- **Property Owner Choice:** Some believe property owners should retain the option to have larger setbacks if desired, especially to distance homes from noisy or dangerous streets.
- **Environmental Factors:** Consideration for water features (ponds, streams) and unstable ground to prevent flooding.
- **Quality of Life:** Concerns about overcrowding and reduced quality of life for residents with more units on a lot.
- **Aesthetics and Emergency Access:** Factors like visual clearances, fencing heights, paint colors, and emergency access to buildings are important.
- **Affordable Housing Needs:** Conversely, one comment highlights the dire need for affordable housing and suggests that reducing setbacks might be necessary to support project development.

- **Opposition to Density:** Strong opposition from Independence against any changes that would lead to increased population density or alter the small-town character.
- **Property Value Impact:** Concern that reducing setbacks could retroactively change the nature of lots and reduce adjacent property values due to increased density.

### 3. Potential Challenges with More Low-Density Multi-Unit Housing

- **Location of Infill Parcels:** A desire to know the specific location and ownership (private, DWP, County) of "infill parcels" to assess appropriateness. Opposition to development on large open land parcels.
- **Overcrowding and Resources:** Concerns about overpopulation in areas lacking resources like grocery stores, emergency services, and transportation.
- **Noise and Traffic:** Expected increases in noise and traffic.
- **Safety and Social Impact:** Worries about potential increases in violence and a greater need for police.
- **Construction Quality and Affordability:** Hope that new units will have good insulation for privacy and be affordable for local renters.
- **Community Character:** Strong opposition from Independence to any development that would turn it into a "mini LA" or introduce apartments/condominiums.

### 4. Initial Thoughts on Reusing Underutilized Buildings for Housing

- **General Support for Reuse:** Many respondents generally support the idea of utilizing existing vacant buildings to address housing shortages, recognizing that "it's already here, use it."
- **Feasibility Concerns:**
  - **Cost:** Significant concern about the prohibitive expense of renovating very old storefronts to habitable conditions.
  - **Commercial Space Loss:** One concern about losing commercial space if storefronts are converted.
  - **Aesthetics and Comfort:** Concerns about making converted spaces feel "homey" and not like a "gymnasium or post office," suggesting attention to interior design.
- **Safety:** Worries about buildings on busy roads (like Highway 395) due to noise and potential vehicle accidents.
- **Definition of "Underutilized":** A key question was raised about how "underutilized" would be defined and if property owners or the county would make this determination.
- **Incentives for Reuse:** Inquiry into whether the county would use "sticks or carrots" (fines, eminent domain vs. grants, tax breaks) to encourage reuse.

- **Opposition from Independence:** Continued strong opposition from Independence to any form of population increase or new housing types.

## 5. Specific Examples of Underutilized Buildings

- Most respondents did not provide specific examples, other than general mentions of "empty store-fronts on Main St." and "vacant business buildings on main streets," especially those with potential for upper-floor conversions. Chris Holt's work was cited as a positive example.

## 6. Challenges with Converting Specific Buildings

- **Cost:** The primary challenge identified is the potentially prohibitive cost of renovating old structures to meet habitable standards.
- **Aesthetics/Incomplete Work:** Concern about developers/owners not completing work, leading to more "ugly buildings."
- **Affordability:** Worry that even if converted, the housing might not be affordable.
- **Overcrowding:** A general concern about increased density.
- **Maintaining Small-Town Character:** A strong, emotional objection from Independence about bringing in "riffraff" and changing the small-town feel.

## 7. Ideas to Encourage Infill Housing

- **Support for Property Owners:** Assist property owners currently trying to build by removing "roadblocks" regarding temporary housing on their own property during construction.
- **Affordability Focus:** Emphasize understanding local income levels and current expenses (like groceries) to ensure new housing is truly affordable for service industry workers and local renters. A strong plea for secure, stable, peaceful, safe, and private homes.
- **Tiny Home Communities:** Suggestion to create tiny home communities on one-acre parcels in the Owens Valley as a solution for many residents.
- **Address Houselessness:** Recognition that new housing is desperately needed to combat shocking and distressing houselessness numbers.
- **No Development in Independence:** Continued strong opposition to any new condos or apartments in Independence.

# **Community Survey #2:**

## **Residential Infill Opportunities in Big Pine, Independence, and Lone Pine**

Monday, June 16, 2025

**9**

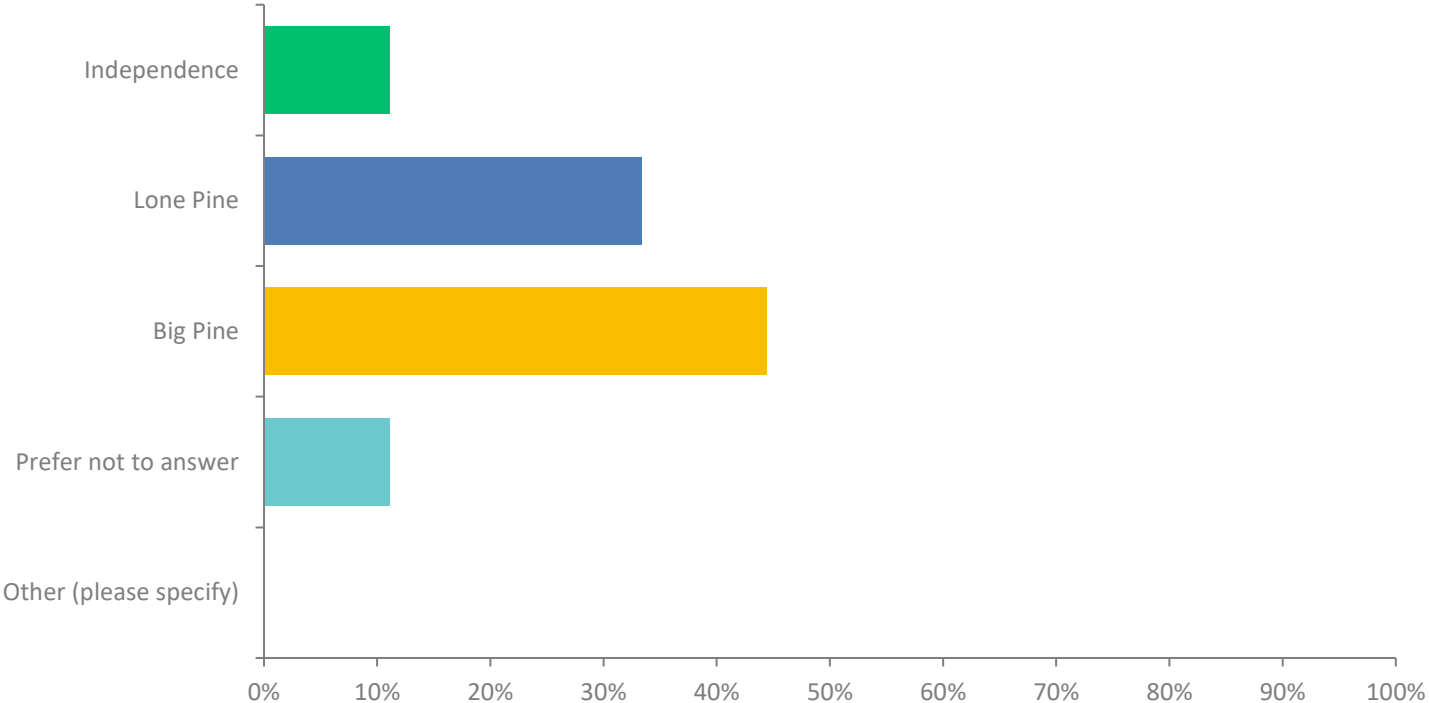
Total Responses

Date Open: 5/1/25 – 6/6/25

Complete Responses: 9

# Q1: Where do you currently reside? (select one)

Answered: 9 Skipped: 0



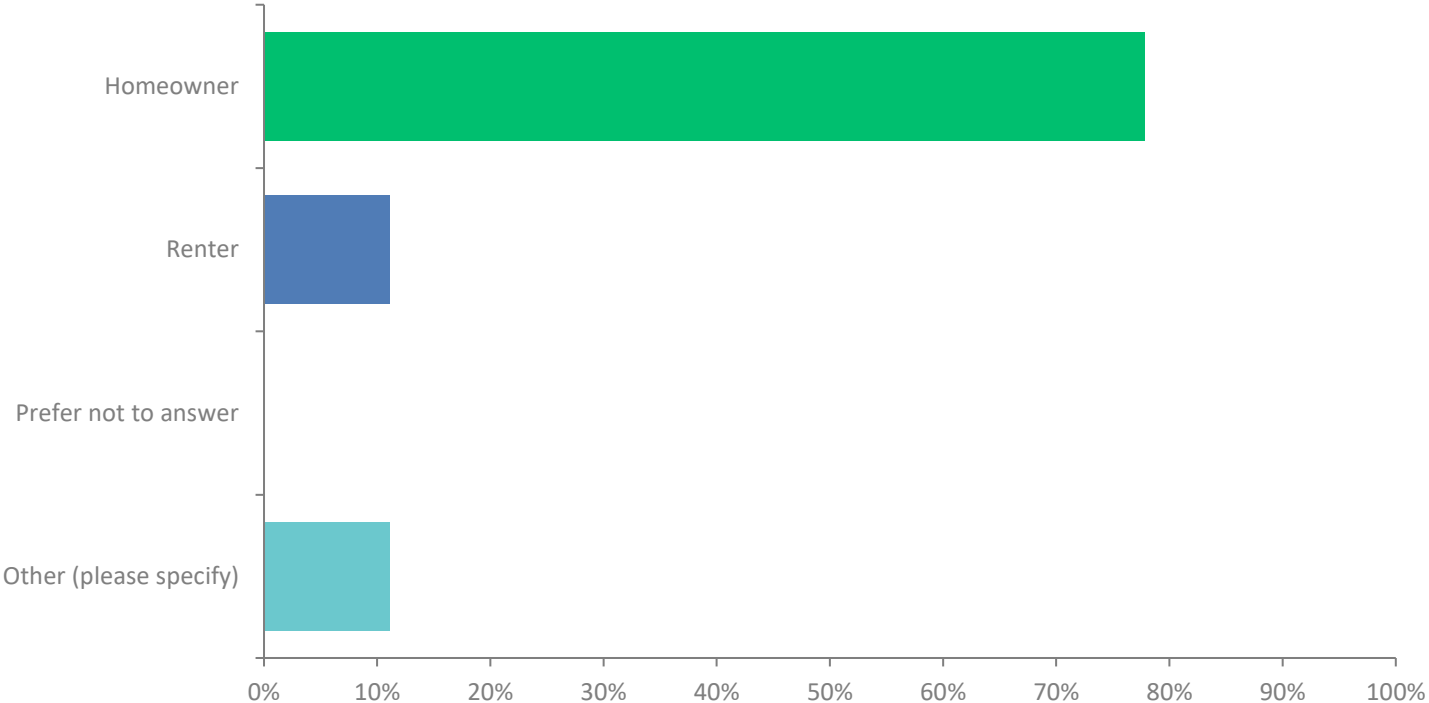
# Q1: Where do you currently reside? (select one)

Answered: 9   Skipped: 0

ANSWER CHOICES	RESPONSES	
Independence	11.11%	1
Lone Pine	33.33%	3
Big Pine	44.44%	4
Prefer not to answer	11.11%	1
Other (please specify)	0.00%	0
TOTAL		9

# Q2: What is your current housing status? (select one)

Answered: 9 Skipped: 0





## Q2: What is your current housing status? (select one)

Answered: 9   Skipped: 0

ANSWER CHOICES	RESPONSES	
Homeowner	77.78%	7
Renter	11.11%	1
Prefer not to answer	0.00%	0
Other (please specify)	11.11%	1
TOTAL		9

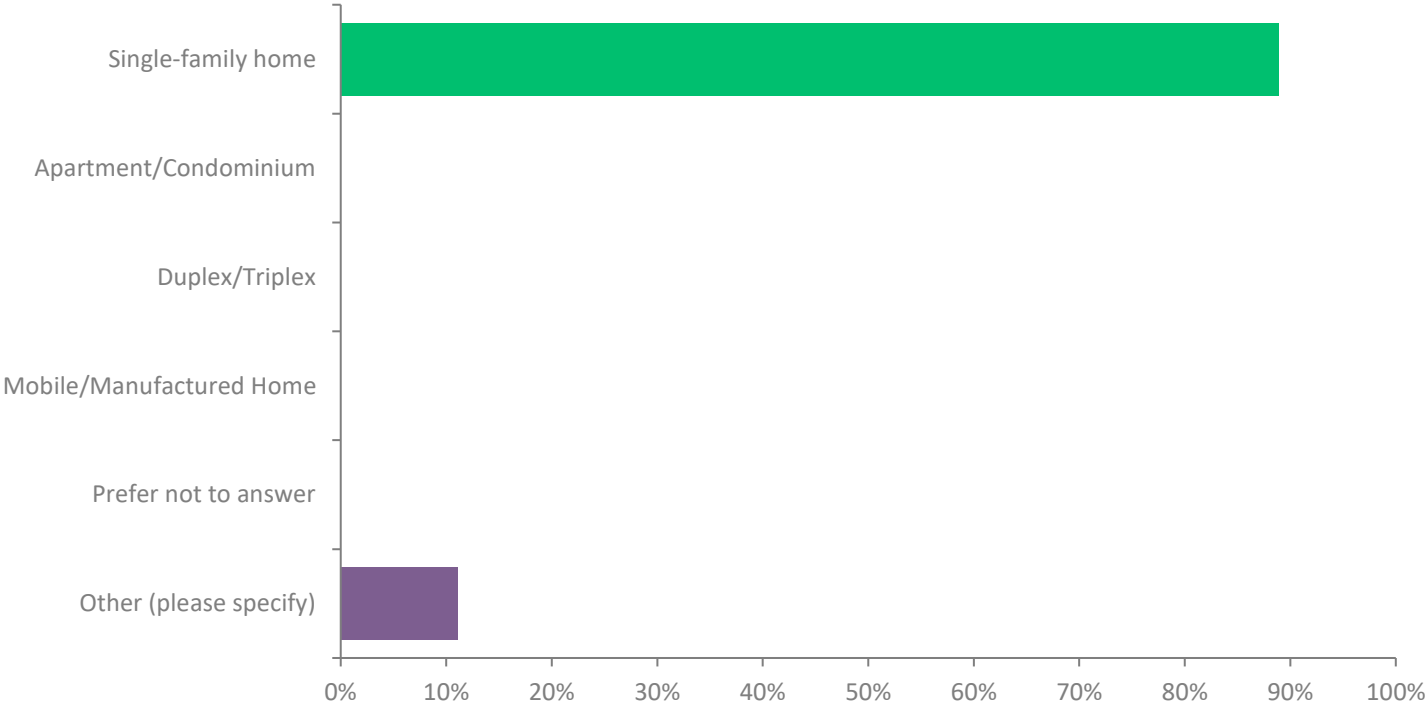
## Q2: What is your current housing status? (open ended responses)

Answered: 9 Skipped: 0

- Houseless

### Q3: What type of dwelling do you currently reside in? (select one)

Answered: 9 Skipped: 0



### Q3: What type of dwelling do you currently reside in? (select one)

Answered: 9   Skipped: 0

ANSWER CHOICES	RESPONSES	
Single-family home	88.89%	8
Apartment/Condominium	0.00%	0
Duplex/Triplex	0.00%	0
Mobile/Manufactured Home	0.00%	0
Prefer not to answer	0.00%	0
Other (please specify)	11.11%	1
TOTAL		9

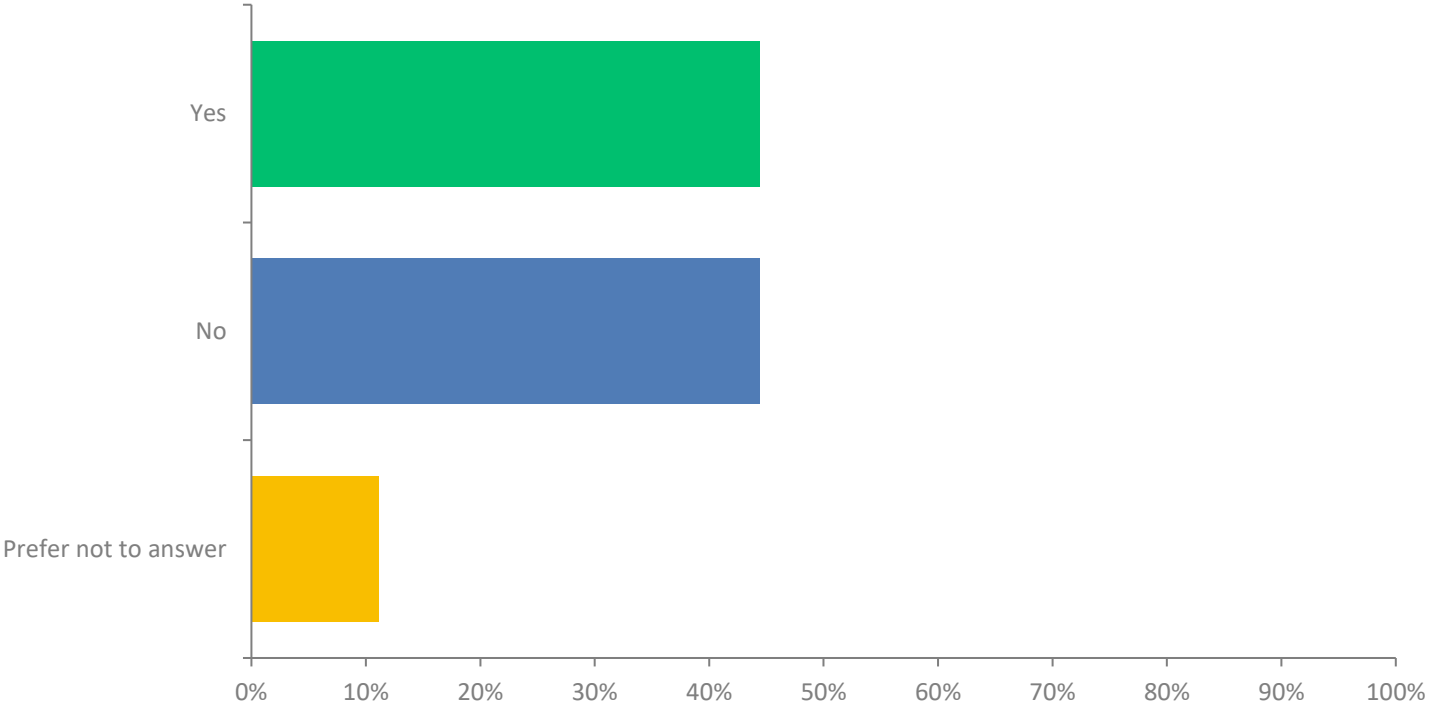
### Q3: What type of dwelling do you currently reside in? (open ended responses)

Answered: 9 Skipped: 0

- Car

# Q4: Did you attend the community workshop held in February?

Answered: 9 Skipped: 0



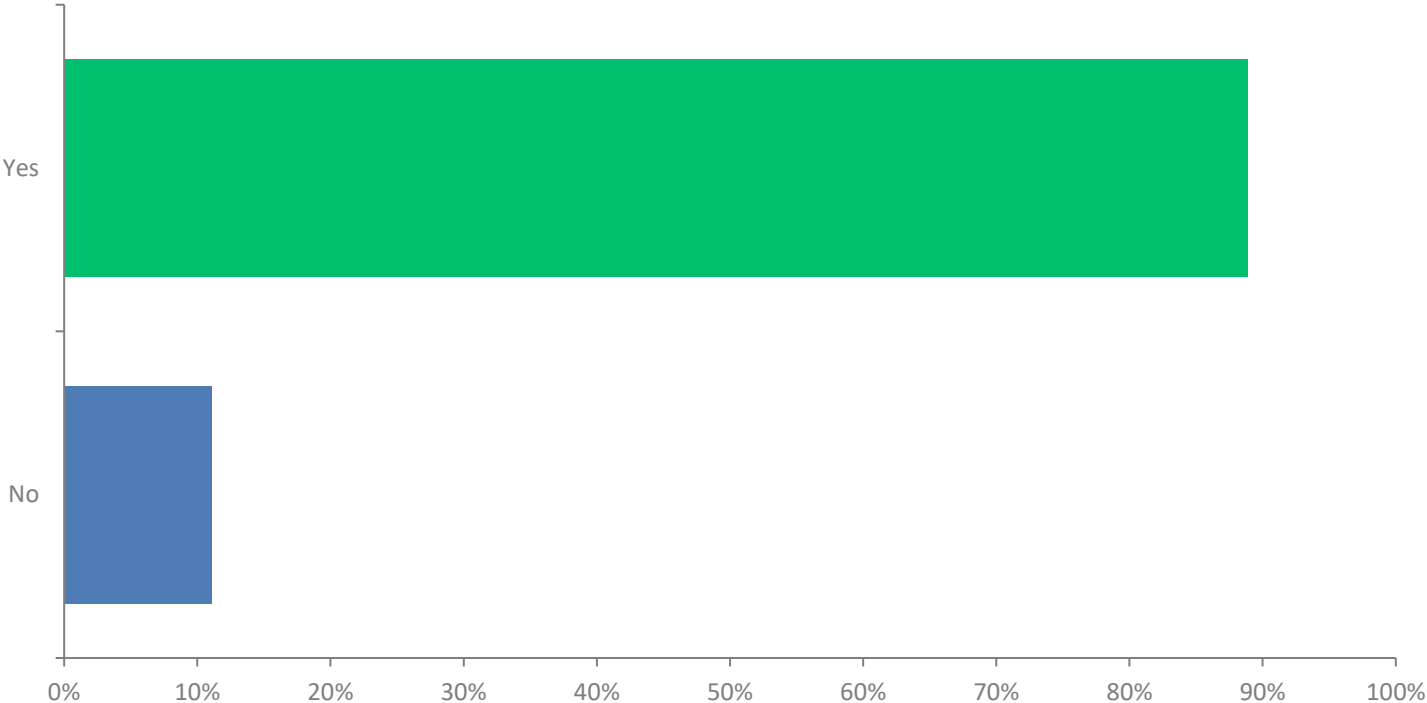
# Q4: Did you attend the community workshop held in February?

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	44.44%	4
No	44.44%	4
Prefer not to answer	11.11%	1
TOTAL		9

# Q5: Are you familiar with ADUs?

Answered: 9 Skipped: 0





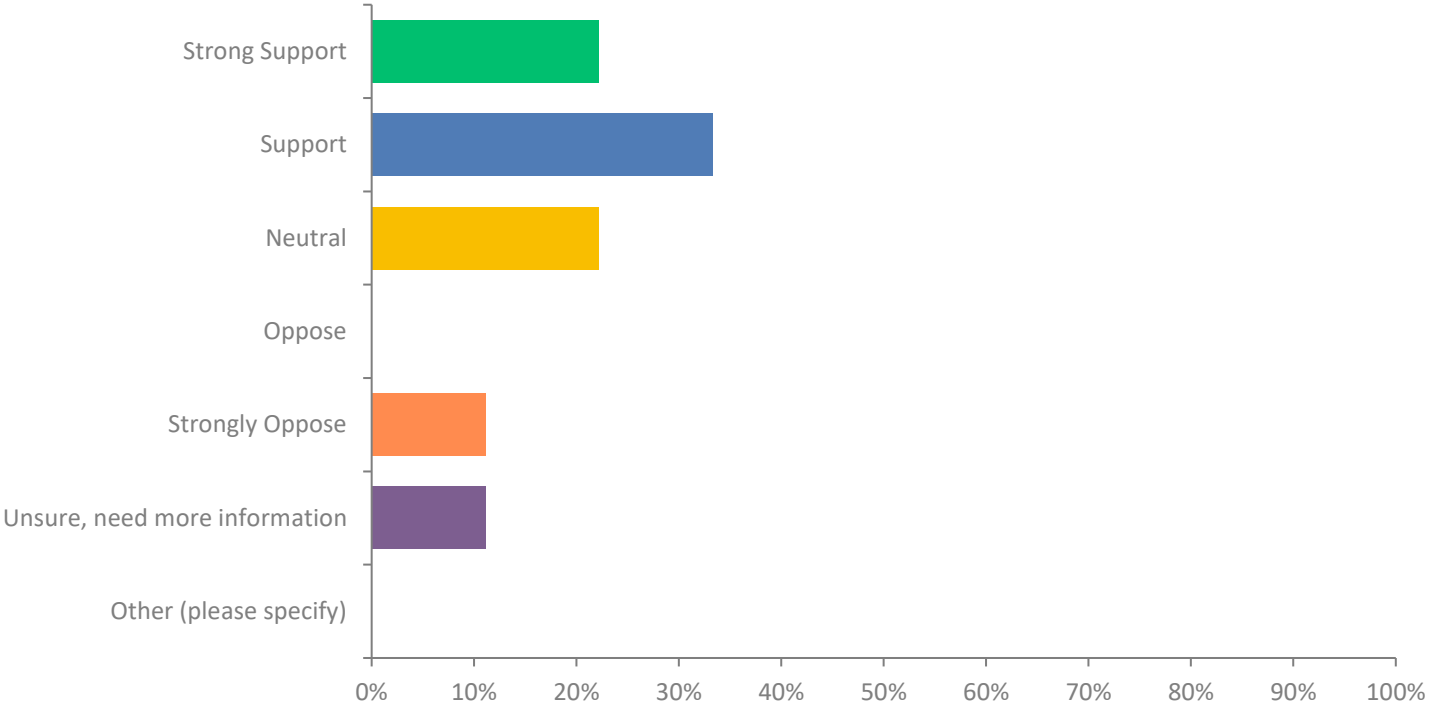
# Q5: Are you familiar with ADUs?

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	88.89%	8
No	11.11%	1
TOTAL		9

# Q6: How supportive are you of ADUs in general?

Answered: 9 Skipped: 0



# Q6: How supportive are you of ADUs in general?

Answered: 9   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strong Support	22.22%	2
Support	33.33%	3
Neutral	22.22%	2
Oppose	0.00%	0
Strongly Oppose	11.11%	1
Unsure, need more information	11.11%	1
Other (please specify)	0.00%	0
TOTAL		9

## Q7: What factors do you think should be considered if the county were to allow more ADUs on eligible infill parcels?

Answered: 9 Skipped: 0

- The county should assist property owners with acceptable design and set-backs should remain when possible.
- neighbors
- I think there should be regulations to make sure most of them are used as housing for locals, not for AirBnBs. It would be ideal if they could be a good distance away from the main house, so each set of occupants can have privacy. It is very unpleasant to be able to hear your neighbors and not be able to have a private conversation in your own home or yard, let alone have your neighbor be your landlord.
- Is parking available for all units? How close to neighbors dwellings? Will it block a neighbor's access or view. Noise restrictions should be considered.
- Parking, location, population increase to specific area, impacts to volunteer fire departments and EMS services
- Currently there is only 50% or less medical services that are needed in Inyo. More people need more medical services.
- The importance of creating affordable housing for local residents who live and work in Lone Pine.
- No, just know not an independence. Build Bishop all you want to blow. Pine is already a mess. You're not gonna do that to independence.!!
- Too many people living in too small an area- noise pollution, too many pets, parking issues, loss of neighbor's privacy. You could conceivably have 12-15 people living on one residential parcel - that is deeply concerning. It in effect it's turning a single family dwelling into an apartment building. Current ADU allowance is fine, more than one is rather concerning.

## Q8: What factors do you think should be considered if the County were to reduce front yard setbacks?

Answered: 9 Skipped: 0

- Setbacks should remain as is if at all possible.
- fear of fire. the closer, more danger of embers. Fire fighters need space
- If I am understanding this correctly, the property owner is allowed to have a larger setback if they wish. If this is true, I think this change would be ok. The property owner should be able to have their home further from a noisy/dangerous street (or whatever is at the property line) if they wish. I think water features also need to be taken into account. Buildings shouldn't be allowed to be built too close to ponds, streams, on unstable ground, etc. My neighbor had their house flood when their pond froze and overfilled one year, and it was devastating.
- Similar factors as I stated in Question #7. Have to take into consideration the quality of life each resident will experience with more units on a lot.
- visual clearances, fencing heights, specific color of paint used for buildings, access to building in case of an emergency,
- Overcrowded environment.
- There's a dire need for affordable housing for our local workforce. Do what's needed to support moving projects forward to include reducing setbacks.
- Leave independence alone. We don't want your population explosion you people want. We don't want to hear leave independence alone.!!
- Again you are retroactively changing the nature of the lot from single family dwellings into high density. I would not choose to live near high density dwellings - it most likely will reduce adjacent properties.

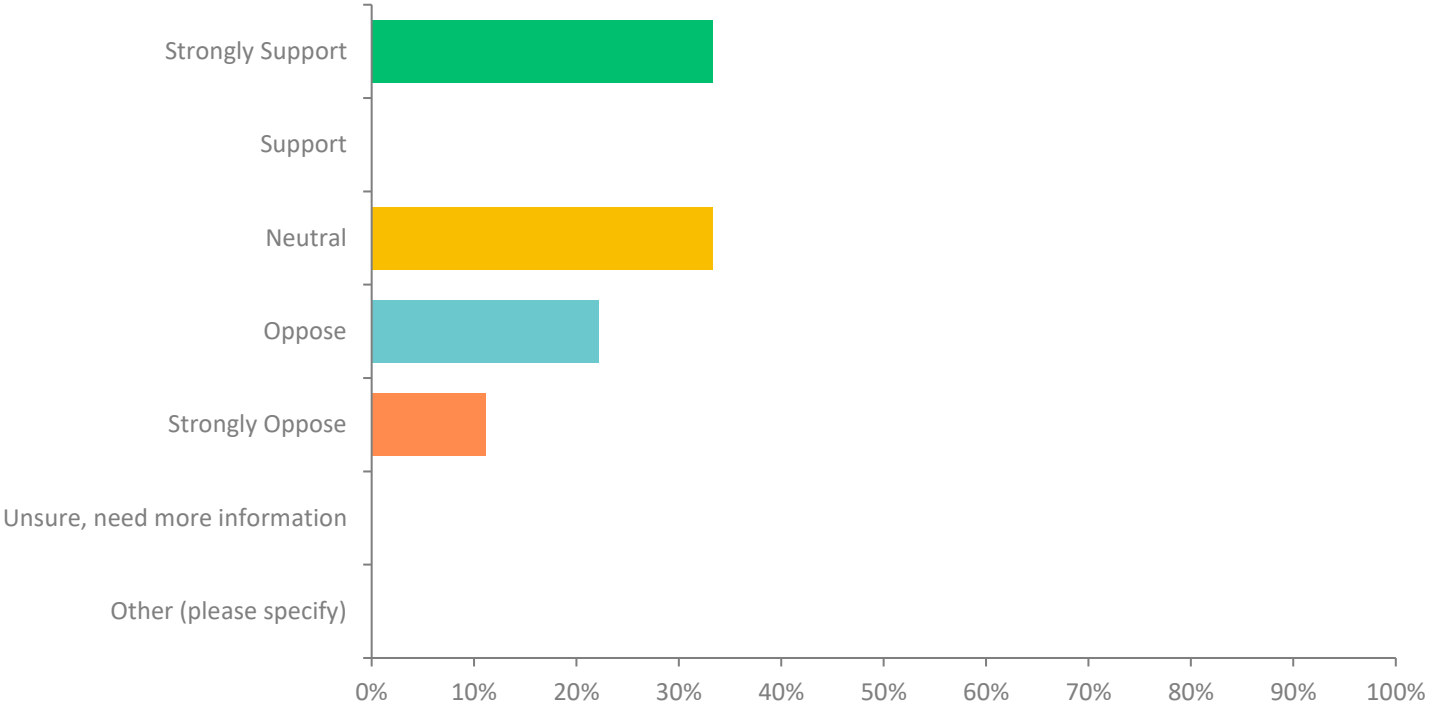
## **Q9: What factors do you think should be considered if the County were to reduce rear yard setbacks?**

Answered: 9 Skipped: 0

- Setbacks should remain if at all possible. In Big Pine, encroachment on existing lots is a big problem.
- see #8
- If I am understanding this correctly, the property owner is allowed to have a larger setback if they wish. If this is true, I think this change would be ok. The property owner should be able to have their home further from the property line if they wish. I think water features also need to be taken into account. Buildings shouldn't be allowed to be built too close to ponds, streams, on unstable ground, etc. My neighbor had their house flood when their pond froze and overfilled one year, and it was devastating.
- Same as I stated in Questions # 7 & #8
- visual clearances, fencing heights, specific color of paint used for buildings, access to building in case of an emergency,
- Overcrowded environment.
- See above comment.
- Leave independence alone we don't want your population explosion here. We didn't move here for you to turn this into mini LA. We don't want it. Keep your apartment condominiums out of independence. You're not welcome here.
- See above

**Q10: How supportive are you allowing more types of low-density multi-unit housing on residentially zoned, infill parcels in Big Pine, Independence, and Lone Pine?**

Answered: 9 Skipped: 0



# Q10: How supportive are you allowing more types of low-density multi-unit housing on residentially zoned, infill parcels in Big Pine, Independence, and Lone Pine?

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	33.33%	3
Support	0.00%	0
Neutral	33.33%	3
Oppose	22.22%	2
Strongly Oppose	11.11%	1
Unsure, need more information	0.00%	0
Other (please specify)	0.00%	0
TOTAL		9



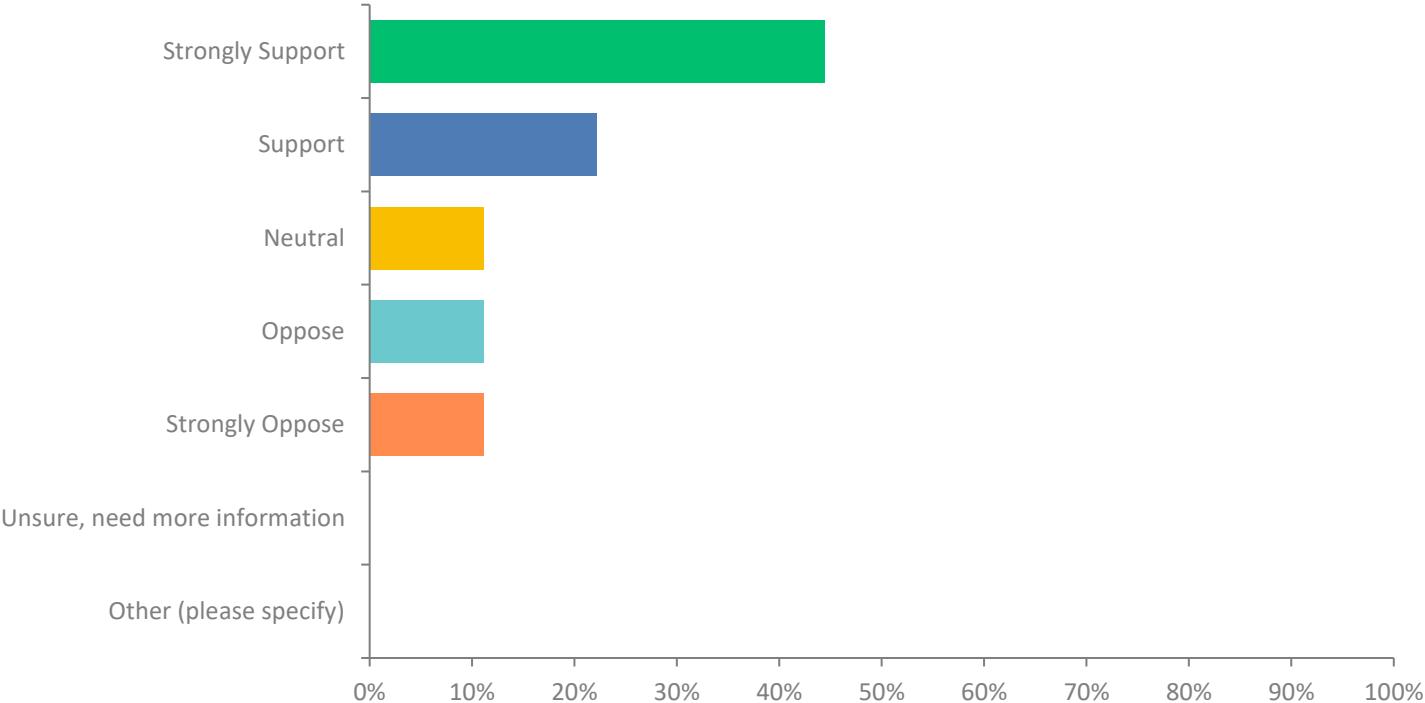
## Q11: What potential challenges or concerns do you foresee with allowing more low-density multi-unit housing on these infill parcels?

Answered: 9 Skipped: 0

- It would be nice to know where "these infill parcels" are located. Are they privately owned? DWP owned? County owned? I don't want to see Big Pine become nothing but a bedroom community for Bishop. Absolutely no interest in seeing development on any large parcels (greater than 1 acre) of open land.
- crowded
- There could be more noise for the existing neighbors, but we desperately need more housing, so I think the benefits outweigh the costs. I hope the walls can be thick enough to provide good insulation and privacy so people don't have to feel like they are living with another family! I hope also that they can be affordable for the renters' income in these areas.
- Increased noise and traffic.
- over population in areas that do not have the resources to support it. ie grocery stores, emergency services, transportation
- Violence, insanity, need for more police. Open land all around us.
- None
- No apartment no condos no nothing you keep independence. A small town. That's why I moved here. You will not populate us.!!!
- If I am reading the mapping correctly in the planning document the Big Pine Parcel on 395 used as an example may be appropriate as multi unit housing.

# Q12: How supportive are you of a program to encourage the reuse of existing underutilized buildings for housing?

Answered: 9 Skipped: 0



# Q12: How supportive are you of a program to encourage the reuse of existing underutilized buildings for housing?

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly Support	44.44%	4
Support	22.22%	2
Neutral	11.11%	1
Oppose	11.11%	1
Strongly Oppose	11.11%	1
Unsure, need more information	0.00%	0
Other (please specify)	0.00%	0
TOTAL		9

## Q13: What are your initial thoughts on the idea of reusing underutilized buildings in Big Pine, Independence, or Lone Pine for housing?

Answered: 9 Skipped: 0

- It would be great if small businesses could occupy empty store fronts in Big Pine. I don't know what all the issues are, but imagine that expense of buying or renting an existing building is prohibitive.
- it's already here, use it
- I am concerned about them being on 395, as it is loud and can be dangerous. A driver drove into my work building. That is very scary, for the building itself, the home, occupants, possessions, and anyone playing or spending time outside in front of it. However, I think it would be best to have these available as housing, and people can choose to live there or not. Right now, there is not enough housing at all, let alone housing that we can afford.
- Vacant buildings are unnecessary when housing is so difficult to find here. Why not utilize existing building structures?
- safety, visual aesthetics, accessibility, loss of businesses
- None.
- Do it. It's a great idea.
- NO!
- Reusing under utilized building is too vague. I would want to know how you are defining the term under utilized. Does the building owner decide their property is under utilized or does the county? And how is the county going to encourage reuse? A stick or a carrot? Fines, penalties, eminent domain? Or Grants, tax breaks?

## **Q14: Do you have specific examples of underutilized buildings in Big Pine, Independence, or Lone Pine that you think would be good candidates for housing conversion?**

Answered: 9 Skipped: 0

- Maybe some existing empty store-fronts on Main St. What Chris Holt is doing is fantastic.
- no
- No.
- There seems to be many vacant business buildings on main streets that could have at least the upper floors converted for housing.
- no
- None.
- No.
- No!
- No

## Q15: What potential challenges or concerns do you foresee with converting this specific building (or buildings) into housing?

Answered: 9 Skipped: 0

- The empty store-fronts on Main St are very old, and the expense to bring them to habitable condition would probably be prohibitive.
- we need commercial space
- Making them feel comfortable and homey. I see a place for rent in Bishop that was converted and I would feel like I'm living in a gymnasium or the post office. The floors don't seem to be updated, etc.
- Costs could be prohibitively expensive due to the age of the structures.
- cost, investor/owner not completing the work and we have another ugly building to look at, lack of affordability,
- Overcrowding.
- None.
- I didn't wait 40 years to move to independence so you could populate it with riffraff. I moved here for a small town. This place does not need to be populated or filled with apartments and condominiums and crap. Keep that out of independence.!
- N/a

## Q16: Share your ideas to encourage infill housing in Big Pine, Independence, and Lone Pine.

Answered: 6 Skipped: 3

- I'm sad that current Big Pine residents in the process of building a home are being thrown road blocks in the way of restrictions as to temporary housing ON THEIR property. How on earth is anyone to be able to build ADU's unless they have a place to stay?
- I encourage you to look at your expenses, and the mode income of renters in these areas, to determine what a reasonable rent amount would be. Groceries are expensive in this area. Wages of renters, I would venture to say, are low (we who work in the service industry for these tourist towns do not get paid high wages.) People who own their homes probably bought them in the '90s, when they were more affordable, or have a very different income than people who rent. I encourage this new housing, as we desperately need it. The houselessness numbers in this valley are shocking and distressing. We don't deserve to live out of our cars. We contribute to the economic success and overall wellbeing of these beautiful places. Some are kids!! Everyone deserves a roof over their head, protection from the extreme heat and cold, and a place to call a secure, stable, peaceful, safe, and private home (and yard, honestly). Thank you for encouraging new housing opportunities. I hope they can be affordable to us, and meet our needs.
- This might not be in your purview but why not create a number of tiny home communities in the Owens Valley? On one acre of land, a beautiful community could be created that would house many residents.
- None.
- N/A
- No, just know! No condos no apartments no, nothing in independence nothing!!

**Date:** November 12, 2025

**To:** Inyo County Planning Department

**From:** Precision Civil Engineering, Inc.

**Subject:** Evaluation of Residential Parking Regulations and Flexibility Options to Support Infill Housing

## 1. Introduction

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The purpose of this memorandum is to review Inyo County’s current residential parking regulations to determine whether existing standards may inhibit infill housing opportunities. The analysis also examines how other rural jurisdictions, specifically Mariposa County, Alpine County, Town of Mammoth Lakes, and Modoc County could address parking flexibility for single-family and multi-family development. Recommendations and ideas for Inyo County are provided based on this comparison analysis.

## 2. Existing Parking Regulations

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The Inyo County Zoning Code establishes uniform off-street parking requirements for all residential zoning districts. Current standards require two off-street parking spaces per dwelling unit in the single-family zone districts (R-1 and R-2). In the R-2 zone district, required parking spaces must be provided on a parking lot or within a garage or carport. In the multi-family residential zone district (R-3), the standard requires two parking spaces plus one guest space for every four units.

Zone	Requirement
R-1	2 off-street spaces per unit
R-2	2 off-street spaces per unit
R-3	2 off-street spaces per unit + 1 guest space per 4 units

The County’s parking regulations are uniform, providing little flexibility to accommodate infill or small-scale residential projects. Key findings include:

- Uniform Standards: The two-space minimum applies equally to all zones, offering no differentiation based on site context or housing type.
- Guest Parking Burden: The additional guest parking requirement for R-3 developments reduces buildable area and may make smaller multi-family infill projects financially infeasible.



- Lack of Administrative Flexibility: There are no provisions for tandem, shared, or compact parking; there are also no options for minor modifications or relaxed regulations.
- No Adjustment for Unit Size or Affordability: Smaller or specific unit types (e.g., affordable, workforce or senior housing), which often generate lower parking demand, are held to the same standards as units with more bedrooms.

Collectively, these factors could potentially inhibit infill housing development by increasing land and construction costs, reducing feasible densities, and limiting design flexibility on smaller parcels.

### 3. Comparative Analysis

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A review of other jurisdictions with rural geographic conditions shows that several jurisdictions have adopted context-based, flexible parking regulations that balance parking supply with local housing goals. These approaches retain baseline standards while introducing administrative discretion or context-specific adjustments to support housing feasibility.

#### Mariposa County

In Mariposa County, parking requirements vary by unit type: studio or one-bedroom residential units require 1.5 parking spaces per unit, while two-bedroom or larger apartments and single-family homes require 2 spaces per unit.

Section 17.336.030(B) of the Mariposa County Municipal Code allows reductions or modifications to these parking standards when considered through the variance process or in conjunction with a use permit or other discretionary application. This approach maintains the County's overall parking ratios but introduces administrative flexibility, allowing the Planning Commission to tailor requirements to the specific project type, location, or surrounding conditions.

Additional provisions within the Code provide targeted flexibility for specific residential contexts:

- Senior housing developments may receive up to a 25% reduction in required parking if located within 500 feet of a shopping center or transportation system.
- Tandem parking is permitted when more than one parking space is provided per residential unit, as long as at least one space per dwelling unit is individually accessible.

These measures allow Mariposa County staff and decision makers to evaluate parking requirements case-by-case, providing flexibility for projects that serve lower-mobility populations or located in areas with access to services and transit

#### Alpine County

Alpine County's parking requirements for residential uses are generally comparable to Inyo County's baseline standards but include additional provisions for secondary and shared housing types that introduce a degree of flexibility.

For most residential dwellings, including single-family, duplex, and multi-family units, two off-street parking spaces per dwelling unit are required. Second-family dwelling must provide one off-street

parking space year-round, while rooming houses, boardinghouses, and group dwellings require one space per two occupants.

Alpine County's ordinance also provides limited flexibility for unique site conditions and accessory units:

- When no parking is available on the building site, off-street parking may be provided on an adjacent or noncontiguous parcel, subject to approval of a use permit.
- For secondary dwelling units, parking may be provided in tandem (though not shared with the primary unit).
- Efficiency or one-bedroom secondary units require one additional parking space, while two or more-bedroom secondary units require two additional spaces.

While Alpine County's base parking ratios remain similar to Inyo County, it allows for off-site parking and tandem allowance for secondary dwelling units, adapting to the housing types. These provisions could serve as potential models for Inyo County to allow greater site flexibility and encourage infill housing on constrained lots without eliminating essential parking supply.

#### [Town of Mammoth Lakes](#)

The Town of Mammoth Lakes applies more context-based parking framework that provides flexibility to accommodate a range of housing types and site conditions while maintaining adequate parking supply for residents and visitors.

Under [Municipal Code Chapter 17.44 \(Parking and Loading Standards\)](#), parking requirements for residential uses are established based on unit type and location rather than a single fixed standard. In general, two spaces per dwelling unit are required for detached single-family residences, while multi-family are assigned parking ratios that vary by bedroom count and project context.

Mammoth Lakes incorporates several flexibility provisions that support infill development:

- Tandem and uncovered parking are permitted for certain residential development, allowing more efficient use of limited lot areas.
- Parking districts and in-lieu fee program established and approved by the council, the review authority can reduce or eliminate the minimum number of required on-site parking spaces for projects.
- Reductions in required parking may be approved for project located near public transit, within mixed-use zones, or those providing affordable or workforce housing.

These provisions demonstrate Mammoth Lake's balanced approach to parking management, ensuring sufficient capacity for a car-dependent mountain community while introducing flexibility mechanisms that make infill and compact residential development more feasible.

#### [Modoc County](#)

Modoc County applies a more flexible and context-sensitive approach to parking standards compared to Inyo County, allowing the requirements to vary based on unit type, household characteristics, and affordability level. Under [Section 18.110.040](#), parking requirements are scaled

to reflect the size and type of dwelling rather than a single fixed standard. In general, one-bedroom units and second-dwelling units require one space per unit, while units with two or more bedrooms must provide two spaces per unit.

Modoc County incorporates several flexibility provisions that encourage a range of residential types:

- Accessory and junior accessory dwelling units (ADUs and JADUs) are subject to specific standards that can further reduce or waive parking requirements under certain conditions.
- Senior housing developments occupied exclusively by persons aged 62 or older may provide one-half space per unit or one space per four occupants in group quarters.
- Very low- and low-income housing projects may qualify for reduced parking requirements of one car and one bicycle space per dwelling unit.

These provisions demonstrate Modoc County's adaptable approach to parking management, balancing the need for adequate parking supply with the goal of supporting affordable and age-restricted housing through reduced parking requirements.

## 4. Recommendations

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A review of Inyo County's parking regulations indicates that current standards, requiring two off-street parking spaces per dwelling unit across all residential zones are uniform but not context sensitive. While appropriate for areas with limited transit, this approach may inhibit infill housing opportunities, particularly on smaller or irregular shaped lots.

To support housing production while maintaining adequate parking supply, Inyo County may consider the following flexibility strategies adapted from peer jurisdictions.

### 1. Introduce Context-Based Standards

Adopt parking ratios that reflect differences in housing type, size, and possibly location.

- Smaller units (e.g., studios or one-bedrooms) could require 1.0–1.5 spaces per unit rather than two, with larger units (e.g., two or more bedrooms) could maintain current standards.
- Single-family dwellings on large rural lots may continue to require two spaces, while multi-family or mixed-use developments in compact areas, like Big Pine, Independence or Lone Pine, could qualify for reduced ratios.

This approach aligns with Mariposa County and Mammoth Lakes, which differentiate requirements based on unit size and setting.

### 2. Allow Administrative Reductions

Provide the Planning Director authority to approve minor parking reductions (up to 25%) when supported by findings such as:

- The site is within walking distance of community services or transit accessible areas.
- Adequate on-street or shared parking exists nearby.

- The project serves senior, low-income, or workforce households with lower vehicle ownership rates.

This mirrors Mariposa County’s discretionary reduction process and Mammoth Lakes’ location-based flexibility.

### 3. Permit Tandem and Shared Parking

Allow tandem parking (two cars, one behind the other) for single-family, duplex, or multi-family projects, provided at least one space per unit remains independently accessible. Encourage shared parking arrangements between adjacent properties or complementary uses through recorded agreements—similar to provisions in Alpine County and Mammoth Lakes. These measures can make small infill sites more viable without reducing overall parking supply.

### 4. Support Secondary Units and Compact Infill

Establish a distinct standard for Accessory Dwelling Units (ADUs) and secondary dwellings, such as:

- One space per ADU (consistent with state law), but offer reductions or waivers if located near services or along transit accessible areas.
- Allowing tandem or uncovered spaces for ADUs to maximize lot efficiency. This aligns with both state law and Alpine County’s flexible secondary-unit standards.

### 5. Enable Case-by-Case Modifications

Codify minor modifications that allows alternative parking solutions on constrained infill parcels—such as off-site or noncontiguous parking—consistent with Alpine County’s approach. This could also include flexible parking layouts.

### 6. Codify Parking Standards

Create a new section under 18.78. General Regulations that codifies parking standards, including design for residential projects.

## **5. Conclusion**

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Inyo County’s existing residential parking standards are consistent with jurisdictions of similar geographic conditions but lack the flexibility to support infill and small-scale housing development. A uniform “two spaces per dwelling unit” standard does not account for variations in lot size, housing type, or proximity to community services.

The comparable jurisdictions suggest that context-sensitive parking regulations can maintain adequate parking supply while improving housing feasibility. Introducing tiered requirements, discretionary reductions, and shared or tandem parking allowances would allow Inyo County to better respond to local housing needs without significantly impacting neighborhood function or vehicle access.

By incorporating these flexibility tools, the County can encourage infill development, diversify housing options, and support more efficient use of land within established communities, while still recognizing the region's reliance on personal vehicle travel.

**Date:** November 12, 2025

**To:** Inyo County Planning Department

**From:** Precision Civil Engineering, Inc.

**Subject:** Program Options for Addressing Abandoned Buildings and Encouraging Adaptive Reuse for Infill Housing

## Introduction

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This memo summarizes the initial research findings and outlines potential program options to support Inyo County's goal of encouraging the reuse of underutilized or abandoned buildings for infill housing, while discouraging prolonged vacancy. These recommendations build upon successful approaches implemented by other agencies. This memo is organized into two sections as follows:

- **Program Options** – Summarizes potential strategies the County could consider.
  - *Vacant Building Inventory*
  - *Adaptive Reuse Incentive Program*
  - *Abandon Building Registration and Maintenance Ordinance*
  - *Vacancy Tax or Fee Program*
- **Preliminary Recommendations** – Actionable recommendations the County could take to implement.
  - *Vacant Building Inventory*
  - *Adaptive Resue Incentives*
  - *Other Options*

## Program Options

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### 1. Vacant Building Inventory

A Vacant Building Inventory is a tool created specifically for the purpose of facilitating reuse and revitalization, rather than just punitive measures. The inventory helps identify underutilized or abandoned properties and can be used to inform potential investors, developers, non-profits, and community groups about opportunities for redevelopment.

#### ***City of Baltimore, MD – “Vacants to Value” Program***

The City of Baltimore launched the Vacants to Value (V2V) program to address the issues of vacant properties in Baltimore. The initiative focuses on revitalizing neighborhoods through homeownership and property rehabilitation. The program utilizes a GIS-based property inventory and interactive map to identify clusters of vacant properties, helping the City target reinvestment efforts and connect potential homebuyers with available homes. By combining data-driven tracking with financial incentives, the V2V program has helped Baltimore promote reuse and stabilize communities affected by long-term vacancy.

### ***City of Detroit, MI – Motor City Match Program***

The City of Detroit’s Motor City Match program was created to revitalize businesses in the commercial corridors by connecting entrepreneurs with vacant or underutilized properties and providing funding for building rehabilitation and business development. Following a block-by-block survey to assess the scope of vacancy, the City developed an extensive property inventory that identifies available buildings for reuse. The program offers grants, loans, and technical assistance to both property owners and business tenants, facilitating the adaptive reuse of vacant storefronts. The program serves as a model of how data-driven inventories and targeted incentives can work together to restore economic vitality in areas facing high vacancy rates.

## **2. Adaptive Reuse Ordinance**

An Adaptive Reuse Ordinance (ARO) is legislative tool designed to simplify the approval process for developers seeking to convert older buildings into new housing without undergoing a lengthy entitlement process. The ordinance can establish flexible development standards, such as the removal of minimum unit size requirements, parking mandates, and other barriers that often discourage development. By streamlining approvals and reducing regulatory constraints, an ARO can incentivize redevelopment, preserve historic structures, and promote infill housing opportunities in underutilized commercial or industrial areas.

### ***City of Los Angeles, CA – Adaptive Reuse Ordinance***

The City of Los Angeles’s Adaptive Reuse Ordinance (ARO) adopted in 1999 has been successful in facilitating the reuse of existing building in the Downtown Los Angeles area. The ARO promotes conversion of vacant or underutilized buildings into housing. The City is now expanding the ARO to address vacant retail and office spaces that are vacant or partially occupied, recognizing the need for more flexible reuse in response to changing market conditions.

The updated ordinance applies to buildings that are at least between 5 to 15 years old are eligible for a faster, by-right approval process. The expanded ARO also supports historic preservation, as buildings identified as Eligible Historic Resources to use the California Historic Building Code, providing additional flexibility in the conversion of buildings that are included within the City’s inventory of historic resources.

By simplifying code requirements and removing unnecessary barriers, Los Angeles’s ARO demonstrates how regulatory flexibility can revitalize vacant structures, and align adaptive reuse projects with broader General Plan goals.

### ***National Trust for Historic Preservation Model Adaptive Reuse Ordinance***

The National Trust for Historic Preservation’s (NTHP) Preservation Green Lab conducted a case study and provided strategies for revitalization and reuse. Those strategies range from zoning and parking leniency, financing strategies, and updating zoning ordinances for a clearer understanding of approval processes.

The NTHP provides a model Adaptive Reuse Ordinance (ARO) that cities and counties can amend to meet their standards. The model ARO utilizes a zoning overlay because it is the easiest to integrate into an existing zoning ordinance and does not require text amendments to an entire code. The overlay would be placed in areas or corridors that the County and/or residents would like to see revitalized. The ordinance provides eligibility requirements, incentives, alternative building and fire code regulations, and alternative public works standards for eligible projects. Development standards are left open to allow County-specific standards to be incorporated.

This model ordinance provides a clear, streamlined process for adaptive reuse projects while supporting historic preservation and economic development. The model ordinance is a standalone chapter that can be adopted into an existing code but should be considered in tandem with zoning map amendments to add the “Adaptive Reuse Overlay Zone” as an overlay on properties with existing structures.

### 3. Abandoned Building Registration and Maintenance Ordinance

An Abandoned Building Registration and Maintenance Ordinance is a tool that requires property owners to register vacant or abandoned buildings with the City or County, typically within 30 days of the building becoming vacant. This ordinance helps to track and manage vacant properties, ensuring they are maintained to minimum health and safety standards and do not contribute to neighborhood decline. Registration programs often include annual renewal requirements, inspection provisions, and fee structures. This approach allows local governments to better identify problem properties, support enforcement efforts, and promote long-term community reinvestment.

#### ***City of Taft, CA - Public Nuisances; Vacant Dwellings or Buildings***

- Requires property owners to register with the City an abandoned or vacant building within 30 days of the building becoming vacant.
- Allows lawful inspection and entry to enforce code.
- Vacant and abandoned buildings are classified as unoccupied, unsafe, boarded, or has been unoccupied/without a business license for 30 days. Exemptions to this are properties that are under active construction or those listed for sale/rent and code compliant.
- Property owners must:
  - Register the property within 30 days and pay a registration fee (renewed annually)
  - Post a visible sign with owner/lender contact info
  - Maintain exterior and interior to prevent blight, vandalism, fire, or pests
  - Maintain minimum fire and liability insurance
- Violations to this ordinance are a “public nuisance” and subject to additional enforcement and fees.
- If a property does not register, the Building Official or Code Enforcement issues a Notice of Violation (NOV).
- City can fine the owner if the NOV is not corrected



### ***City of Dunsmuir, CA – Abandoned and Distressed Real Property Ordinance***

- Requires property owners to register with the City an abandoned or vacant building within 30 days of the building becoming vacant.
- After registering property, owner or authorized agent must provide City access to conduct an exterior and interior inspection to determine compliance with code
- Property owners must:
  - Secure building or structure against unauthorized access
  - Keep property free of blight (weeds, dry brush, dead vegetation, etc.)
  - Maintain yards to the “neighborhood standard” and defines the “neighborhood standard”
  - Cover windows with plain paper or display artwork, merchandise offered for sale by another business within the community, or materials provided by a Dunsmuir community non-profit organization
  - Remove signage for any previous tenant
  - Repair or rehabilitate property to meet all applicable codes adopted by the City for occupancy
- Initial registration fee is \$500 but can be reduced to \$100 if City Clerk receives evidence the property has been listed for sale or rent at a reasonable price with licensed real estate agent.
  - Clerk can waive the fee entirely if:
    - The property is utilized for a community benefit
    - A building permit has been issued for improvements/repairs that exceed 50% of property value and said improvements are actively being pursued
- Properties not in compliance with the ordinance are subject to penalties and fees

#### **4. Vacancy Tax or Fee Program**

A Vacancy Tax or Fee Program is a regulatory and financial tool designed to discourage prolonged vacancy and encourage the productive use of property. This program establishes an annual tax or fee on properties that remain vacant beyond a defined period, with rates scaled by property type. Property owners are notified of the vacancy determination and given the opportunity to appeal before the tax is imposed. By creating a direct financial incentive to occupy, lease, or sell unused buildings, vacancy taxes can help reduce blight, promote reinvestment, and support community revitalization efforts.

### ***City of Oakland, CA – Vacant Property Tax***

The City of Oakland approved a Vacant Property Tax (VPT) Act which establishes an annual tax of \$3,000 to \$6,000 on vacant property, depending on the type of property (e.g. residential, condominium, duplex, townhome, or non-residential, etc.).<sup>1</sup> A property is considered “vacant” if it is

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<sup>1</sup> City of Oakland. Vacant Property Tax (VPT). Accessed October 28, 2025.  
<https://www.oaklandca.gov/Business/For-Landlords/Vacant-Property-Tax-VPT>

“in use less than 50 days in a calendar year”. There are several exemptions to this Act including the following:

- Very low income
- Financial hardship
- Demonstrable hardship unrelated to personal finances
- Exceptional specific circumstances
- Active construction
- Building permit application
- Low income senior
- Disabled owner
- Non-profit organization
- Substantially complete application for Planning

Property owners who believe they qualify for an exemption or that their property was not vacant may file a petition within 20 days of receiving the initial determination, accompanied by documentation supporting their claim. The program provides a structured process for review and discourages vacant buildings.

## **Preliminary Recommendations**

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### **1. Vacant Building Inventory**

To help identify the number and location of vacant buildings in Inyo County, the County can develop a Vacant Building Inventory to better inform potential investors, developers, nonprofits, and community groups about redevelopment opportunities for infill housing projects. Following the approaches used in Baltimore and Detroit, inventories can be developed through block-by-block windshield surveys, property owner outreach (mailers or direct contact), or a combination of both methods. Direct engagement with property owners can help identify barriers to reuse and track occupancy levels to assess where intervention is needed. Data collected through these efforts can be organized in spreadsheets and later transferred to GIS to enable spatial analysis and interactive mapping. Establishing this inventory provides a baseline understanding of vacant properties across the County, allowing staff to develop tailored strategies and target investment areas.

### **2. Adaptive Reuse Incentive Program**

An Adaptive Reuse Incentive Program can encourage the transformation of underutilized or vacant buildings into housing through a combination of financial assistance, regulatory flexibility, and targeted zoning tools. Financial incentives may include grants, subsidies, or direct assistance from government entities to offset project costs such as environmental remediation, structural improvements, or energy-efficient upgrades. Additional support could be provided through low-interest loans or loan guarantees to help finance adaptive reuse projects.

Regulatory incentives can streamline approvals by allowing by-right conversions that meet a specific criteria, such as compliance with health and safety codes and consistency with the General Plan,

without triggering CEQA or discretionary review. Projects may not need to follow certain parking requirements and are permitted to include one-story additions, or benefit from modified building code provisions specific to adaptive reuse.

To further facilitate reuse, Inyo County can establish an Adaptive Reuse Overlay Zone in key areas. Properties within this zone would be eligible for added incentives, such as increased density allowances, height exceptions, waived loading zone requirements, and no new parking mandates unless additional floor area is created. This overlay would apply to buildings undergoing a change of use (e.g., commercial to residential) and would allow Inyo County to take a targeted, place-based approach to promoting reuse in priority areas.

### 3. Other Options

Alternative options to facilitate reuse and discourage abandoned buildings include establishing an Abandoned Building Registration Program or a Vacancy Tax/Fee Program. Following the approaches implemented in the cities of Taft, Dunsmuir, and Oakley, these programs require property owners to register vacant or abandoned buildings, creating a clear record of such properties within the City. A Vacancy Tax or Fee Program can further incentivize property owners to keep their buildings occupied or actively maintained, as prolonged vacancy would result in financial penalties.

These tools are more regulatory in nature, leveraging the County's authority to reduce the number of abandoned structures while ensuring that registered properties are maintained to minimum health, safety, and aesthetic standards. This helps prevent deterioration, maintain neighborhood character, and avoid negative impacts on nearby property values. Additionally, revenues generated through registration fees or vacancy taxes can be reinvested into community improvement projects, such as new parks, sidewalk enhancements, or neighborhood beautification efforts, helping to strengthen overall community vitality while addressing vacancy issues.

TYPICAL LAYOUT: FRONT YARD SETBACK

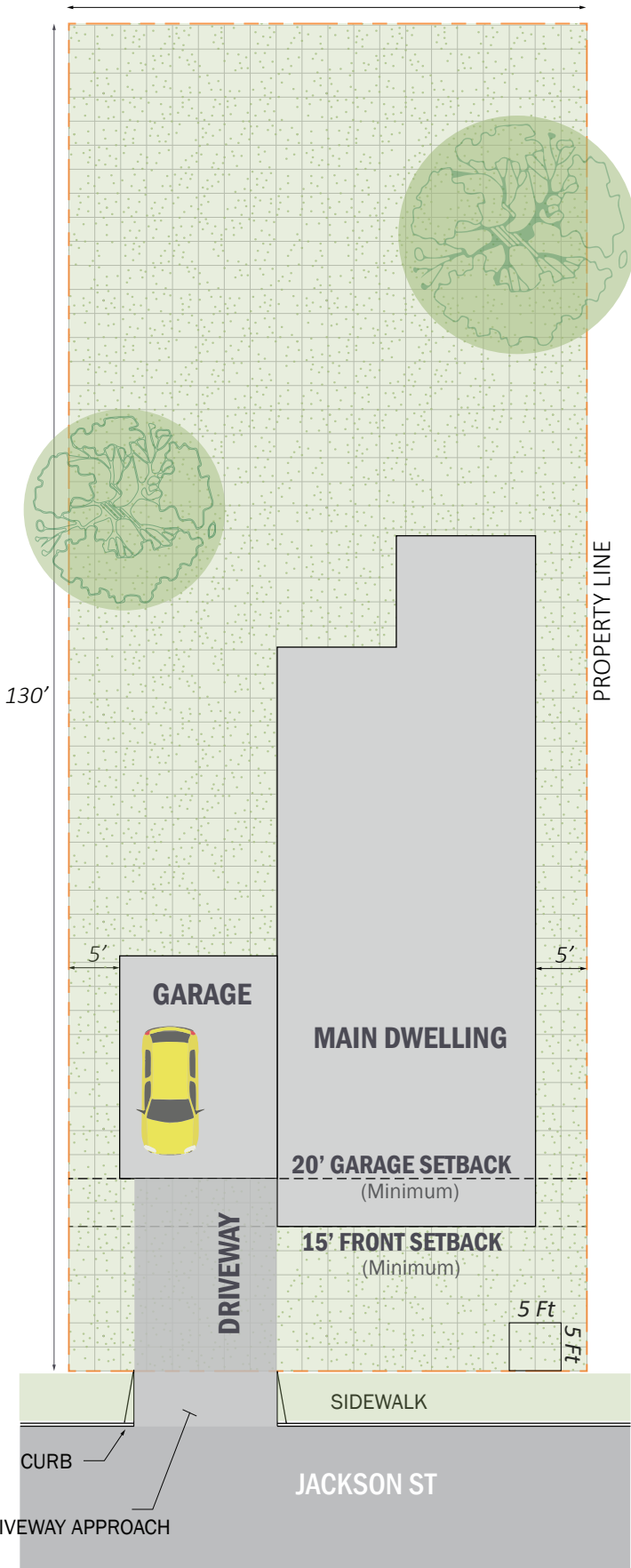
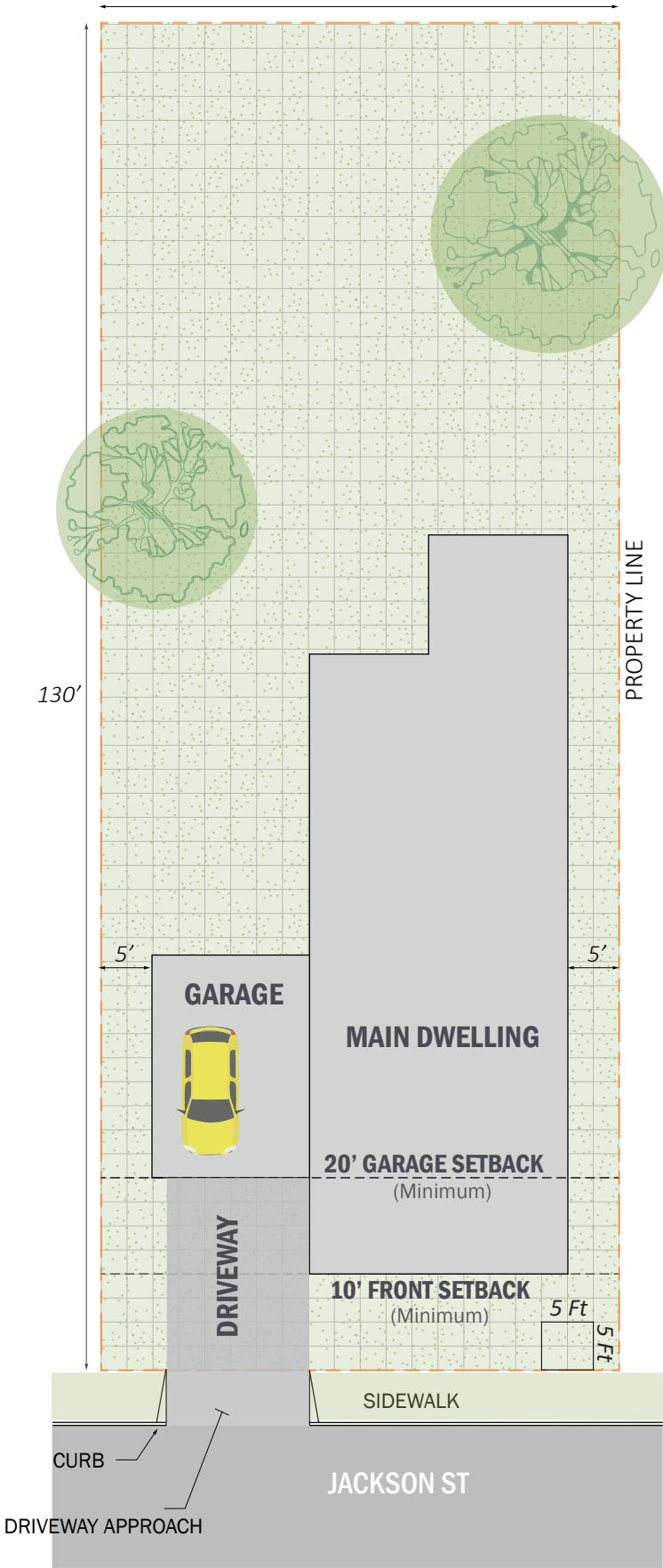


10 FT FRONT SETBACK

50'

15 FT FRONT SETBACK

50'

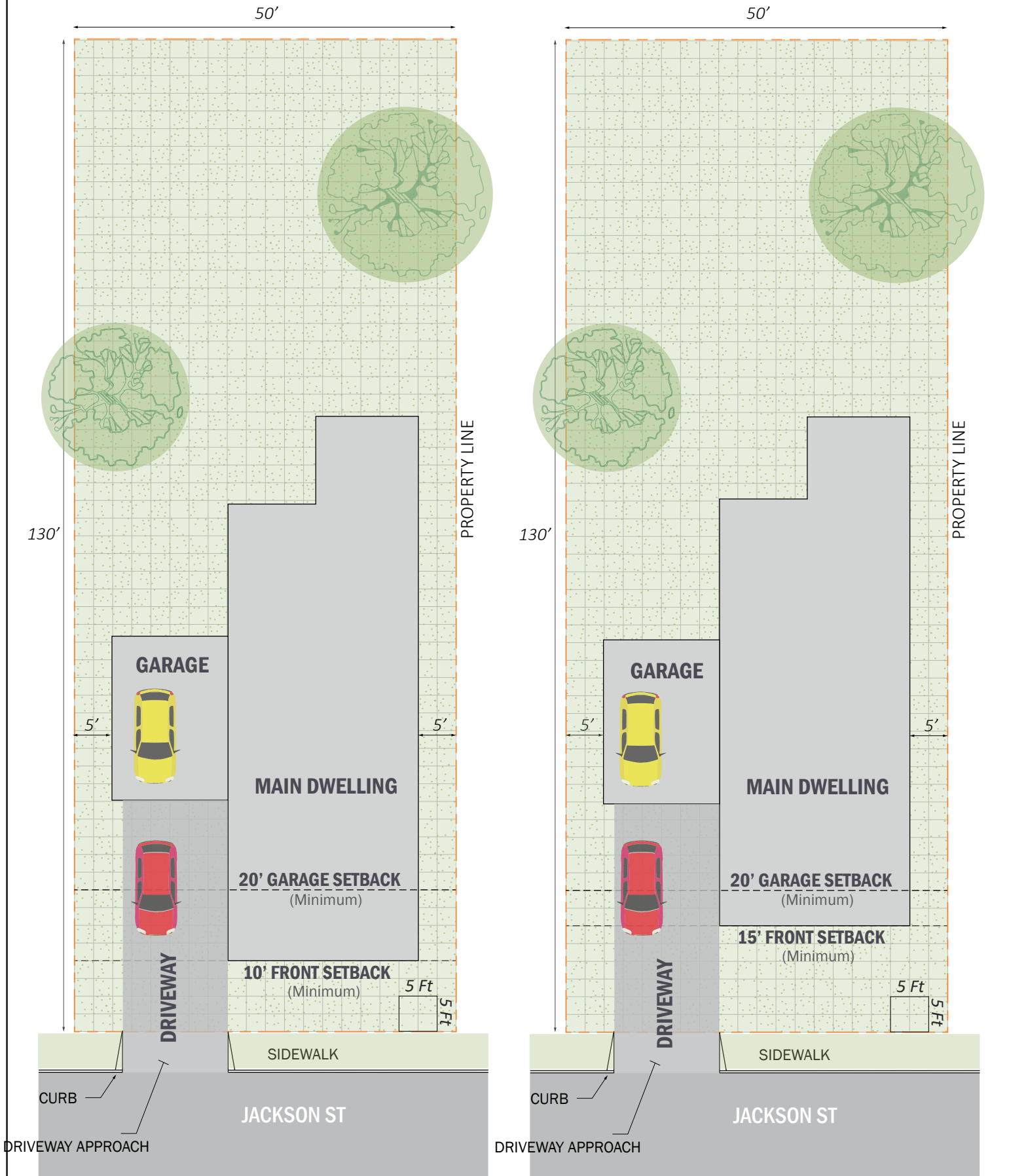


TYPICAL LAYOUT: FRONT YARD SETBACK



10 FT FRONT SETBACK

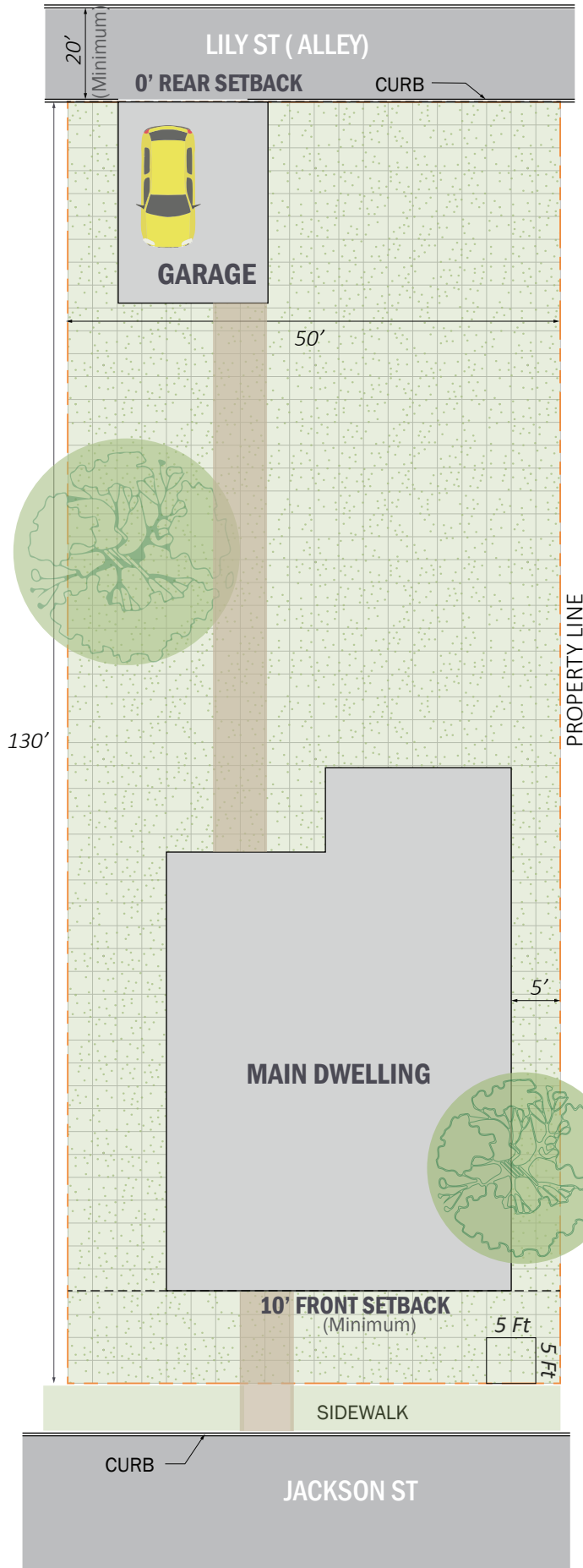
15 FT FRONT SETBACK



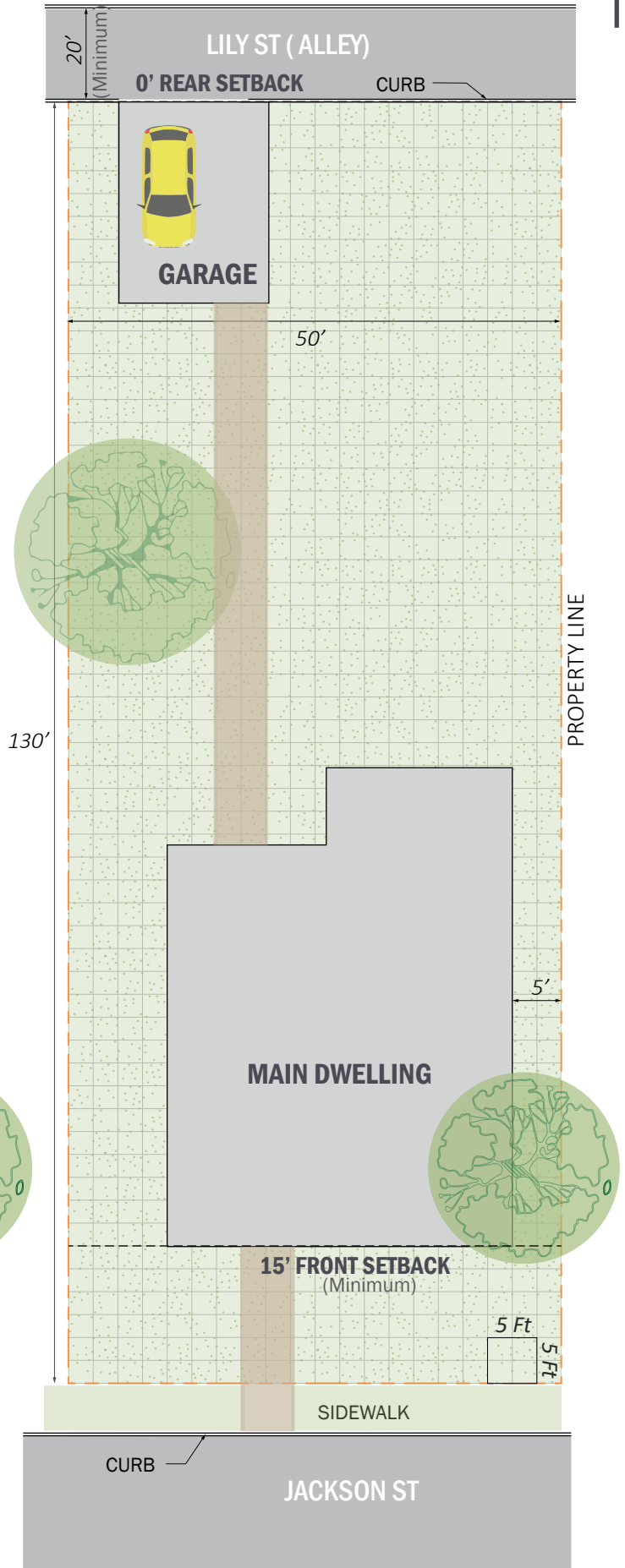
# TYPICAL LAYOUT: REAR YARD SETBACK (WITH ALLEY)

NORTH

## 10 FT FRONT SETBACK



## 15 FT FRONT SETBACK

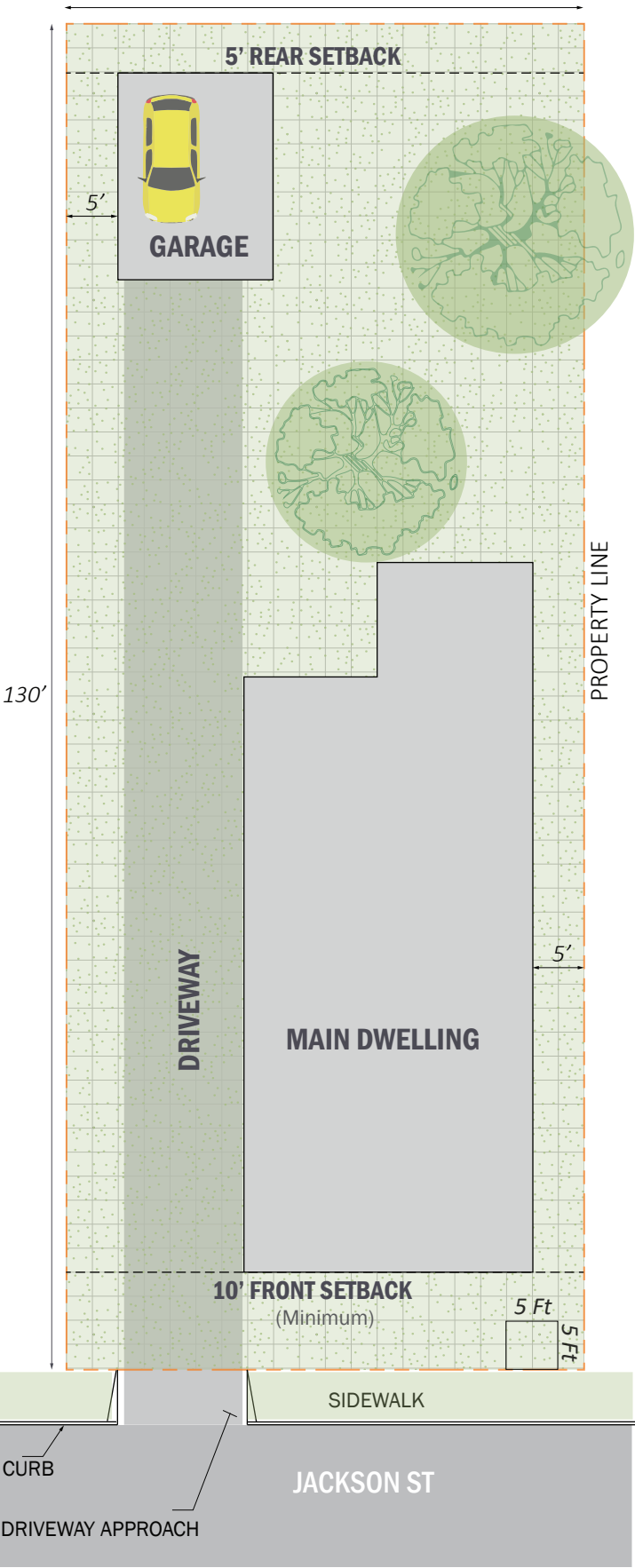


TYPICAL LAYOUT: REAR YARD SETBACK (WITH DRIVEWAY)



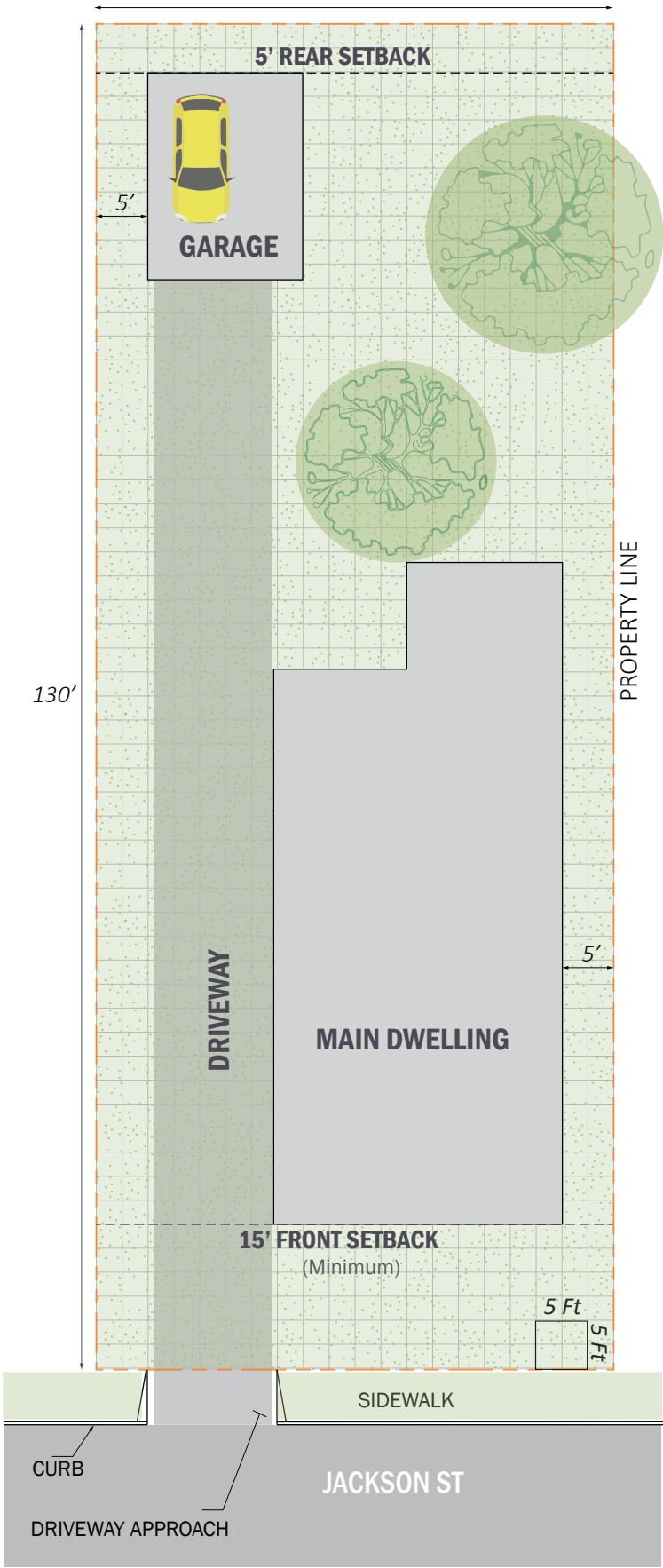
10 FT FRONT SETBACK

50'



15 FT FRONT SETBACK

50'







# INYO COUNTY BOARD OF SUPERVISORS

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ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-11

### CARESTAR Grant for Emergency Medical Services Health & Human Services - EMCC ACTION REQUIRED

#### ITEM SUBMITTED BY

Anna Scott, Health & Human Services Director

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director

#### RECOMMENDED ACTION:

Ratify and approve the agreement between the County of Inyo and the CARESTAR Foundation for the provision of activities to build a sustainable Emergency Medical Services infrastructure for rural Inyo County in an amount not to exceed \$300,000 for the period of September 1, 2025 to February 29, 2029, contingent upon the Board's approval of future budgets, and authorize the Health & Human Services Director to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

Access to effective and reliable Emergency Medical Services (EMS) throughout Inyo County has been an intermittent topic of concern for many years. The majority of the County relies on volunteer Emergency Medical Technicians (EMTs), working under local fire departments, to deliver Basic Life Support (BLS) service, except for in the greater Bishop area, where a private ambulance company is responsible for response and transport services.

On January 22, 2023, Inyo County and the Inland Counties Emergency Management Agency (ICEMA - who regulates EMS services throughout Inyo County) received a contract termination notice from the long-time Bishop EMS provider, Symons Ambulance. Since that time, Inyo County and the City of Bishop have been working collaboratively to ensure the continuity of EMS service in the greater Bishop area. In parallel, County staff have been consulting with the volunteer fire departments who deliver EMS throughout the remainder of the County, recognizing the unique challenges that each of these departments face in delivering such services.

Staff and the Inyo County Board of Supervisors rely on input from the Emergency Medical Care Committee (EMCC), which was formed for purpose of advising on issues related to the delivery of pre-hospital emergency services. For many years, the EMCC has identified the challenges associated with decreased volunteerism and severe under funding of EMS in rural/frontier areas like Inyo County. The state of EMS across the County is dire, with many departments having an insufficient number of certified EMTs, and therefore relying heavily on mutual aid from entities - all of which significantly impacts response and transport times.

The current EMCC membership has worked closely with the County to assess needs and develop recommendations for improving EMS services - with focus on recruitment, training, certification, and continuing education. Recognizing the challenges, the Inyo County Board of Supervisors has allocated



discretionary funding to support operations for five volunteer EMS agencies, as well as jointly subsidize service in the greater Bishop area. While the system is stable for the moment, the long-term success requires careful reconsideration.

In April 2025, your Board authorized the HHS Department to submit a grant application- in partnership with the EMMC- to the CARESTAR Foundation to seek funding that would be used to analyze the existing EMS system and provide a set of alternatives and recommendations for how it could be further stabilized and improved, and to seek a sustainable funding source for EMS. In January 2026, Inyo County was notified that the grant application was approved. The approved grant scope of work has three main components to develop over the three-year funding period: 1) Development of a plan for a sustainable EMS infrastructure, 2) based on the findings of phase 1, establish what the EMS system will cost in the long term and develop a ballot initiative to seek funding for EMS infrastructure, likely in the form of a sales tax, and 3) ensure close coordination with tribal entities in Inyo County to improve availability of culturally relevant services to tribal members and residents.

#### **FISCAL IMPACT:**

<b>Funding Source</b>	Grant Funded — CARESTAR Foundation	<b>Budget Unit</b>	045100
<b>Budgeted?</b>	No- the Department will add to third quarter if there are expenses for FY 25-26.	<b>Object Code</b>	4498
<b>Recurrence</b>	One-Time Expenditure	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
Up to \$100,000 for the period between September 1, 2025 to June 30, 2026
<b>Future Fiscal Year Impacts</b>
Up to \$300,000 for the period between July 1, 2026 to February 29, 2029
<b>Additional Information</b>

Under the Internal Revenue Service, CARESTAR is classified as a Public Charity and is eligible to be accepted as public funding.

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

Your Board could choose not to approve the grant agreement with CARESTAR Foundation and decline funding that will be used to improve Emergency Medical Services in Inyo County. This is not recommended, however, as declining the funding would hinder the County's ability to fund additional consultation to pursue strategies identified by the Emergency Medical Care Committee aimed as improving EMS infrastructure.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

#### **STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Enhanced Health, Social, & Senior Services  
**High Quality Services** | Public Safety and Emergency Response

#### **APPROVALS:**

Anna Scott	Created/Initiated - 01/07/2026
Darcy Israel	Approved - 01/07/2026
Anna Scott	Approved - 01/12/2026
Melissa Best-Baker	Approved - 01/20/2026

Amy Shepherd  
John Vallejo  
Denelle Carrington

Approved - 01/21/2026  
Approved - 01/21/2026  
Final Approval - 01/21/2026

**ATTACHMENTS:**

1. Building Sustainable EMS Infrastructure for Rural Inyo County Packet
2. CARESTAR Grant Agreement



# Building Sustainable EMS Infrastructure for Rural Inyo County

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## *2025 Transformations & Innovations Initiative*

### *County of Inyo*

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Anna Scott  
1360 N. Main St., Suite 201  
Bishop, CA 93514

O: 760-873-3305

### *Anna Scott*

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Bishop, CA 93514

ascott@inyocounty.us  
O: 760-873-3305

# Application Form

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## *Welcome & Application Overview*

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Welcome to the grant application for the CARESTAR Transformations & Innovations Initiative (TII).

Please answer each question in the space provided as succinctly as you can. (Bullet points are fine, for example) You will see that required questions have an asterisk (\*), while others are optional.

### **Saving**

The system will automatically save changes to the application each time you move to the next question. To manually save your work, scroll to the bottom of the form and click "Save Application".

### **Collaboration**

To give editing access to your application to another person/colleague, just add them to your record as a "collaborator" using their email address. The collaborator button is on the top right of this application. Here is a link to more detailed instructions about how to set up a collaborator if needed.

### **Submission Deadline & Review**

Grant applications must be submitted on or before May 30, 2025 by 8pm PT. Application review will take approximately 6-8 weeks, and you will be informed of next steps soon after that.

### **Assistance**

Contact us at: [grants@carestarfoundation.org](mailto:grants@carestarfoundation.org) with any questions or assistance needed.

## *Lead Organization Information*

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Please answer this section's questions for the **Lead Organization**.

### **Organization Name\***

Inyo County Department of Health and Human Services

### **Organization Type\***

Public Health or Behavioral Health Department

### **Organization Type - Other**

If you selected "other" in the previous question, please indicate type of organization.

### **Organization Designation\***

Public Entity

### **Organization Designation - Other**

If you selected "other" in the previous question, please identify organization designation.

## Organization Overview\*

Describe what the lead organization does in 2-4 sentences.

The lead organization, Inyo County Health and Human Services, provides public health, prevention, behavioral health, social services, and aging services to residents of Inyo County. The Health and Human Services Director and disaster preparedness staff provide administrative support to the Inyo County Emergency Medical Care Committee (EMCC). The Inyo County Public Health Officer provides consultation as needed, in accordance with LEMSA protocols, to volunteer EMS agencies within Inyo County and also acts as the Medical Health Operational Area Coordinator.

## Organization Founding Date\*

What year was the lead organization founded?

1998

## Organization Budget\*

Provide the lead organization's total annual budget. If it is a public entity or multi-program entity, provide the program specific budget.

\$336,352.00

## Experience Leading a Collaborative\*

Please rate the lead organization's previous experience managing a multi-agency collaborative? (1 = no experience, 5 = very experienced.)

*Max Score: 5*

5

## Ability to Manage Funds\*

Please confirm that the lead organization has the ability to receive grant funds, and pay invoices/contracts to partners in a timely manner.

Yes - Confirmed

## Diversity, Equity, and Inclusion

To achieve our mission, we see an ongoing need to gather information and invite conversation with our applicants and grantees about racial equity and the health disparities that exist in emergency and prehospital care. Please answer the questions below as best as you can to help us better understand the **lead organization's** current state.

### DEI - Senior Leadership\*

What percent of the lead agency's senior leadership team (CEO, senior leaders, and other c-suite executives) identifies as Black, Indigenous, Latinx, Asian, or another racialized group and/or community that has been historically under-resourced?

50

**DEI - Board of Directors\***

What percent of the lead agency's board of directors identifies as Black, Indigenous, Latinx, Asian, or another racialized group and/or community that has been historically under-resourced?

0

**DEI - Staff\***

What percent of the lead agency's staff identifies as Black, Indigenous, Latinx, Asian, or another racialized group and/or community that has been historically under-resourced?

33

## ***Collaborative Information***

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**Collaborative Name (If available)**

Inyo County Emergency Medical Care Committee

**Collaborative Formation\***

What is the status of the collaborative's formation? Please indicate stage that is closest to the current evolution.

Mature

**Current Collaborative Partners\***

Approximately how many organizations are involved in the collaborative at present. Please note, you will be asked to provide some basic information for up to five organizations.

more than 5

**Collaborative Description & History\***

Briefly describe the collaborative's history of working together, if applicable.

The Emergency Medical Care Committee in Inyo County was formed in 1990 with the purpose of advising the Inyo County Board of Supervisors on issues related to the delivery of pre-hospital emergency services and to report on the state of first aid training. For many years, the EMCC has identified the challenges associated with decreased volunteerism and severe underfunding of emergency medical services in rural/frontier areas. Some volunteer agencies currently have one or fewer certified EMTs and must rely heavily on mutual aid from other counties or states, which significantly impacts response and transport times. The current EMCC membership has worked closely with Inyo County HHS, Administration, and Board of Supervisors to assess needs and develop recommendations for improving EMS services in this frontier County and has formed subcommittees to focus particularly on EMT recruitment, training, certification, and continuing education. In response to the EMCC's advocacy and recommendations, the Inyo County Board of Supervisors has allocated discretionary funding to support operations of five volunteer EMS agencies, and to subsidize service to one commercial EMS provider to ensure the availability of at least Basic Life Support services in most populated areas of the county. However, the lack of a sustainable funding mechanism and organizational infrastructure continues to threaten the future operations of volunteer EMS agencies.

## Future Collaborative Partners\*

Who else could/should be involved that is not yet part of the collaborative? *If unknown at this time, please describe ideas/plans for identifying and recruiting partners.*

Representatives from one or all of the five Tribal organizations in Inyo County. Representation from Toiyabe Indian Health Project.

## Community Involvement\*

How will the collaborative include or represent community voices or those with lived experience in the issues?

The EMCC will work with the Health and Human Services Department, including the HHS Diversity and Equity Coordinator, to engage the public in listening sessions. Outreach will ensure that rural/frontier, Latinx and Tribal communities are engaged.

## Local EMS Agency\*

Which Local Emergency Medical Services Agency (LEMSA) oversees emergency services in the project area? Click [here](#) to access the LEMSAs map.

Inland Counties

## LEMSA Involvement\*

Is the local EMS agency aware of or involved in the collaborative or project?

Involved in Collaborative or Project

## Collaborative Partner #1

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### Organization Name\*

Inland Counties Emergency Medical Care Agency

### Organization Type\*

Local Emergency Medical Services Agency (LEMSA)

### Organization Type - Other

If you selected "other" in the previous question, please indicate type of organization.

### Organization Designation

Public Entity

### Organization Designation - Other

If you selected "other" in the previous question, please identify organization designation.

### Organization Participation

Describe how this organization participates within the collaborative in 2-4 sentences.



Inland Counties Emergency Medical Agency (ICEMA) staff participate regularly in the Inyo County EMCC meetings and typically report out on pilot projects, new medical protocols, and EMS performance measures. ICEMA staff consult with Inyo County Administration and Health and Human Services regarding EMS service standards, operational issues, legal inquiries related to the provision of EMS, and in the development of Requests for Proposals and service contracts. ICEMA staff also provide administrative support to the EMCC in coordination with Inyo County Health and Human Services.

## *Collaborative Partner #2*

**Thank you for your interest in applying for a Transformations & Innovations Initiative grant from the CARESTAR Foundation.**

Please answer each question in the space provided as succinctly as you can. You will see required questions have an asterisk (\*), while others are optional.

### **Saving**

The system will automatically save changes to the application each time you move to the next question. To manually save your work, scroll to the bottom of the form and click "Save Application".

### **Collaboration**

The application questions are geared towards the lead organization, however, other participating organizations can collaborate on the application. To give editing access to your application to another person/colleague, add them to your record as a "collaborator". This short video will show you how to set that up.

- Collaborator [Video Tutorial](#) (2 minutes long)
- Collaborator [Written Tutorial](#)

### **Submission Deadline & Review**

This application is due on May 30, 2025, by 8pm PT. Full applications will be reviewed within approximately 6-8 weeks. Finalist collaboratives will be contacted to schedule an interview with CARESTAR -- approximately 8-10 weeks after application submission.

### **Assistance**

Contact us at: [grants@carestarfoundation.org](mailto:grants@carestarfoundation.org) with any questions or assistance needed.

### **Organization Name\***

Big Pine Volunteer Fire Department

### **Organization Type\***

Emergency Medical Services Organization

### **Organization Type - Other**

If you selected "other" in the previous question, please indicate type of organization.

### **Organization Designation\***

Public Entity

### Organization Designation - Other

If you selected "other" in the previous question, please identify organization designation.

### Organization Participation\*

Describe how this organization participates within the collaborative in 2-4 sentences.

The Big Pine Volunteer Fire Department provides BLS level EMS services in Inyo County's Operating Area 2. A representative (EMT) of the Big Pine Volunteer Fire Department serves as a voting member of the EMCC and also currently serves as Chair of the EMCC. The Big Pine Volunteer Fire Chief regularly collaborates with County Administration and Health and Human Services on disaster response and provides regular input to Inyo County on the state of EMS services in his operating area.

## *Collaborative Partner #3*

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### Organization Name\*

Lone Pine Volunteer Fire Department

### Organization Type\*

Emergency Medical Services Organization

### Organization Type - Other

If you selected "other" in the previous question, please indicate type of organization.

### Organization Designation\*

Public Entity

### Organization Designation - Other

If you selected "other" in the previous question, please identify organization designation.

### Organization Participation\*

Describe how this organization participates within the collaborative in 2-4 sentences.

The Lone Pine Volunteer Fire Department provides BLS level EMS services in Inyo County's Operating Area 4. The Lone Pine Volunteer Fire Department Chief serves as a voting member of the EMCC and regularly collaborates with County Administration and Health and Human Services on disaster response and provides regular input to Inyo County on the state of EMS services in his operating area.

## *Collaborative Partner #4*

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### Organization Name\*

Sierra Lifeflight

**Organization Type\***

Emergency Medical Services Organization

**Organization Type - Other**

If you selected "other" in the previous question, please indicate type of organization.

**Organization Designation\***

For-Profit

**Organization Designation - Other**

If you selected "other" in the previous question, please identify organization designation.

**Organization Participation\***

Describe how this organization participates within the collaborative in 2-4 sentences.

Sierra Lifeflight provides air ambulance service in Inyo and Mono Counties, and also is the current commercial ground ambulance provider in Inyo County's most populated region, Operating Area 1. Three Sierra Lifeflight staff sit as voting members on the Inyo County EMCC, including the Regional Director, the Clinical Manager, and a Paramedic. The Regional Director and the Clinical Manager for Sierra Lifeflight have recently served on a sub-committee of the EMCC that is focused on identifying urgent systemic EMS issues in Inyo and developing strategies to address the issues.

## *Collaborative Partner #5*

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**Organization Name\***

Northern Inyo Healthcare District

**Organization Type\***

Hospital or Trauma Center

**Organization Type - Other**

If you selected "other" in the previous question, please indicate type of organization.

**Organization Designation\***

Non-Profit

**Organization Designation - Other**

If you selected "other" in the previous question, please identify organization designation.

**Organization Participation\***

Describe how this organization participates within the collaborative in 2-4 sentences.

Northern Inyo Healthcare District operates one of two critical access hospitals in Inyo County. Northern Inyo Hospital is designated as the Base Hospital for EMS services in Inyo County by the Inland Counties Emergency Medical Agency. Two Northern Inyo Hospital Emergency Department personnel sit as voting members on the

Inyo EMCC, including the Emergency Department Nursing Director and the Disaster Preparedness Coordinator.

## *Geography & Community Served*

### Geographic Area\*

Yes > County > Inyo

### Geographically Designated Area?\*

Will the collaborative work in one or more of these specifically designated geographic areas? (check all that apply)

- **Rural** - Community/city with less than 50,000 residents.
- **Frontier** - No more than 7 residents per square mile
- **Tribal** - One of the 109 federally recognized Indian tribes in California or in the process of petitioning for federal recognition through the Bureau of Indian Affairs.

Rural

Frontier

Tribal

### Geographic Area Description\*

Briefly describe the geographic area where this project will focus - as indicated above. Please include the location and approximate total population for the area.

Considered a "Frontier" County, Inyo is the 2nd largest in California and is located in the eastern portion of the state, along the Nevada border. The 10,227 square miles which comprise the jurisdiction stretch the wide distance from the California/Nevada state line near Death Valley National Park all the way to the spine of the Sierra Nevada mountain range. Only about 19,000 people call Inyo County home on a year-round basis, with a population density of about 1.8 people per square mile.

The Owens Valley forms the main north-south corridor along the west side of the County with Highway 395 running north-south through several small communities. This region is known as the Payahuunadi, or the Land of the Flowing Water, and is home to the Paiute-Shoshone people. Today, a significant portion of the water utilized by the residents in the City of Los Angeles originates from Inyo County and the Owens Valley.

To the west, along the crest of the Sierra Nevada, Mount Whitney towers over the small community of Lone Pine. At 14,505 feet, it is recognized as the highest peak in the lower 48 states. Just a short distance away is Death Valley National Park, which, among other things, is home to Badwater—the lowest point in the U.S. at -282 feet below sea level. There are millions of acres of congressionally designated Wilderness, including protected critical habitat in various locations throughout the County, which is 98% public land.

Inyo County has maintained a relatively stable population, with a slight increase from 17,946 in 2017 to 18,039 in 2019. This consistency reflects a small, close-knit community with limited population growth. The county's rural nature and dearth of private land to develop contributes to steady demographic trends, with minimal urban expansion. Inyo County's stable yet small population size highlights the need for targeted funding to sustain essential services, like Emergency Medical Service, in a rural setting with a significant tourism base. The limited population, coupled with an expansive and rugged geography, presents barriers to economic expansion, workforce availability, and access to critical resources, justifying the need for sustainable EMS infrastructure and funding to support community resilience and service accessibility.

## Community Served\*

Briefly describe the population/community this project will support including any demographic information available. (We are particularly interested in projects increasing equity in emergency and prehospital care for people who identify as Black, Indigenous, Latinx, Asian, or another racialized groups that have been historically under-resourced.)

*If the population served is unknown at this point, describe how it will be identified for project planning.*

Approximately 26% of Inyo County's population identifies as Hispanic or Latinx, and 14% identify as American Indian or Alaska Native, primarily members of the Bishop Paiute Tribe and other federally recognized and unrecognized tribal groups in the region. The Bishop Paiute Reservation, located in the Owens Valley, is one of the largest reservations in California by population. Tribal communities within Inyo and Mono Counties are served by Toiyabe Indian Health Project, funded primarily by Indian Health Services. While Toiyabe provides a wide range of medical and family services, including outpatient clinical, pharmacy, public health, behavioral health, dental and optometry, tribal communities rely on EMS services provided by volunteer or commercial agencies serving each operating area and based outside of tribal lands.

Inyo County's small Asian and Black populations (approximately 1.6% and 0.8% respectively) are predominantly concentrated in the City of Bishop and in areas served by the local hospital district, Northern Inyo Healthcare District. While their numbers are comparatively small, these populations still face health equity challenges, including geographic isolation, limited transportation options, and culturally discordant care.

One of the primary barriers to equitable emergency and prehospital care in Inyo County is the distance between residents and EMS providers. Response times can exceed an hour in some remote areas, particularly in the southern and eastern parts of the county where local volunteer fire departments and mutual aid agreements are often the only EMS presence. Some residents in these regions are Indigenous or Latinx and may not speak English as their first language. In addition, Inyo County's extreme weather conditions, seasonal tourism, and frequent road closures further strain an already resource-limited EMS system.

Inyo County is designated as both a Health Professional Shortage Area (HPSA) and a Medically Underserved Area (MUA) by the federal government. These designations underscore the difficulty of recruiting and retaining qualified healthcare professionals, including emergency medical technicians (EMTs) and paramedics, particularly those who reflect the cultural and linguistic backgrounds of the communities they serve.

## Grant Request Information

Please indicate the grant request amount and time period for the size/scale of the work proposed. Keep in mind that the **maximum amount is \$100k for a one-year grant, and a maximum of \$300k for a multi-year grant.** Please do not feel obligated to apply for the maximum amount, as we would like to fund as many collaboratives as possible with a limited budget.

### Grant Request Amount\*

\$300,000.00

**Grant Start Date\***

Please know that this is an estimate. The exact start date will depend on the award announcement date, along with the collaborative's completion of required electronic documentation. We estimate announcements will occur in late August 2025, so start dates will be on or after September 15, 2025.

09/01/2025

**Grant End Date\***

02/28/2029

**Funding Duration\***

What is the duration of this funding request?

3 years

## ***Project Information***

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**Project Name\***

Name of Project.

Building Sustainable EMS Infrastructure for Rural Inyo County

**Emergency & Prehospital Care Focus\***

What aspects of the emergency and prehospital care system will this project include and/or aim to address? Check all that apply.

Community Outreach/Involvement

EMS Response/Organizations (Organizations/System)

Policy or Regulatory Reform

Other (please describe)

**Emergency & Prehospital Care Focus - Other**

Please describe "other" emergency and prehospital care focus from above.

Development of county-wide tax initiative to provide sustainable funding to volunteer EMS agencies in Inyo County, including tribal lands.

**Project Development Phase\***

How far along is the development of this project? *Choose the closest one that applies...*

Planning

## Project Development Phase - Other

Please describe the "other" phase you indicated above.

### Emergency & Prehospital Care Focus\*

Briefly describe the collaborative's project, and related to the development phase indicated above.

*If unknown at this point, please describe how it will be identified.*

#### Project Summary

Inyo County Health and Human Services (HHS), in partnership with its Emergency Medical Care Committee (EMCC) and local volunteer fire departments, proposes a transformative initiative to develop a sustainable and integrated Emergency Medical Services (EMS) infrastructure across Inyo County. This collaborative effort seeks to address longstanding EMS system vulnerabilities in some of California's most rural and geographically challenging communities by leveraging consultant expertise, stakeholder collaboration, and community-driven planning to design and implement a financially sustainable, locally governed EMS model.

#### Problem Statement

Inyo County spans over 10,000 square miles, making it the second-largest county by area in California, with a population density of just 1.9 people per square mile. The county's EMS services are primarily provided by six independent volunteer fire departments and one private ambulance provider, each operating in isolated rural service areas. These services are delivered without formal coordination agreements or standardized performance metrics, leading to system fragility, inconsistent response capabilities, and a chronic shortage of trained personnel. Most departments cannot generate sufficient billing revenue to sustain operations due to low call volumes and high service costs across vast distances.

#### Project Purpose and Objectives

The overarching goal of this project is to create an actionable, community-informed EMS implementation plan that supports independent volunteer departments and enhances EMS infrastructure throughout the region.

The specific objectives are:

1. Hire an experienced consultant to develop a countywide EMS implementation plan that builds on prior EMS system evaluations.
2. Design a governance and operational model that allows independent rural fire districts to retain local control while participating in a cohesive, standardized countywide EMS system.
3. Evaluate and recommend sustainable funding mechanisms, with a primary focus on developing a general sales tax initiative tailored to EMS sustainability.
4. Facilitate stakeholder engagement to align system design with community needs and ensure support.
5. Develop foundational infrastructure components, including centralized billing, scheduling, training, and quality assurance frameworks, as supported.

#### Background and Work to Date

In 2023–2024, Inyo County engaged Emergency Services Consulting International (ESCI) to evaluate the EMS system. Their reports identified critical gaps, including inconsistent service delivery, underutilized billing practices, insufficient training pipelines, and a lack of formalized mutual aid or oversight structures. In 2024, the EMCC formed a subcommittee to meet directly with fire chiefs, resulting in a prioritized list of immediate, intermediate, and long-term EMS system needs. This project builds on that work, aiming to transition from evaluation to implementation.

#### Project Scope

The proposed consultant-led planning process will:

- Synthesize recommendations from ESCI and EMCC into a comprehensive strategic plan.
- Identify pathways for forming a Joint Powers Authority (JPA) or shared governance model.
- Conduct public opinion research and develop messaging for a sales tax measure.
- Map out centralized administrative services.
- Prepare cost projections and infrastructure needs assessments.

#### Target Population

This project will serve residents and visitors in some of the most remote communities in California, including Big Pine, Independence, Lone Pine, Olancho-Cartago, Southeastern Inyo, and the Bishop area. These communities rely entirely on local volunteers or contracted EMS personnel for critical pre-hospital care.

### **Expected Impact**

The project is expected to deliver:

- A consensus-based EMS system implementation plan.
- Increased regional collaboration.
- Recommendations for a sales tax ballot initiative.
- Improved system readiness to meet rising service demand.
- Stronger recruitment and retention pathways for volunteer EMTs.

### **Alignment with CARESTAR Foundation Priorities**

This project aligns with CARESTAR's focus on system transformation and equitable emergency medical care. By addressing the root causes of EMS system fragility—funding inequities, workforce shortages, and fragmented infrastructure—Inyo County aims to deliver scalable, replicable solutions for rural EMS resilience throughout California.

## **Vision of Transformation\***

If your collaborative is wildly successful, how will emergency and prehospital care be transformed?

*If unknown at this point, describe how your vision or goals will be developed and any ideas so far.*

All residents and visitors to Inyo County will have access to adequately funded and efficiently coordinated EMS services, including well-trained and culturally competent EMS staff, who provide Advanced Life Support in all populated areas.

## **Improvements to Racial Equity\***

How will this project improve racial equity in emergency and prehospital care / EMS system?

This project aims to directly address cultural disparities by expanding access to emergency and prehospital care through culturally competent outreach, strategic deployment of resources, and support for rural EMS providers. By focusing on stabilizing the EMS system throughout the county, increasing training for culturally responsive care, and enhancing partnerships with tribal health services, Inyo County seeks to reduce health inequities and ensure that all residents—including those from historically under-resourced racial and ethnic groups—receive timely, appropriate, and respectful emergency care.

The county's commitment to equity is supported by its active collaboration with the Bishop Paiute Tribe, and a longstanding collaborative relationship with Toiyabe Indian Health Project and other local clinics that serve Latinx and Indigenous residents. These relationships will serve as the foundation for the proposed project, helping to ensure that emergency care improvements are community-informed, sustainable, and impactful. This project will serve a frontier rural population that has been historically underserved in terms of emergency medical care. It will advance equity by improving EMS access for Latinx and Indigenous residents, enhancing the cultural responsiveness of prehospital care, and supporting the sustainability of EMS infrastructure across the county's isolated communities.



## Planning\*

What are key project milestones (by year if this is a multi-year grant - or at least for the first year's implementation.)

### Year 1: Planning and Early Implementation (2025)

Q2:

- Develop Request for Proposals and hire consultant to conduct up-dated financial assessments and lead EMS system implementation strategic planning.
- Establish steering committee with representatives from Health and Human Services, Emergency Medical Care Committee, fire districts, hospitals, and private EMS service provider.

Q3:

- Convene community and stakeholder engagement sessions.
- Begin assessment of legal and operational pathways for EMS governance.

Q4:

- Draft implementation plan outlining operational model, funding structure, and system governance.
- Identify technology and administrative infrastructure needs (billing, training, QA).
- Refine implementation plan with stakeholder input.

### Year 2: Infrastructure Development and Governance Formation (2026)

Q1:

- Develop Request for Proposals and hire consultant to assist in the development of a sales tax initiative.
- Finalize and launch coordinated mutual aid and performance agreements among EMS providers.
- Begin formal process to establish Joint Powers Authority (JPA), if supported.

Q2:

- Pilot centralized billing and data tracking system across one or two departments.
- Conduct targeted volunteer EMT recruitment campaign.
- Launch public opinion polling and communications strategy for sales tax measure.

Q3:

- Develop ballot language and campaign plan for EMS sales tax initiative.
- Begin upgrades to communication and medical equipment infrastructure (pending parallel grant funding).

Q4:

- Assess community education efforts and voter readiness.
- Develop staffing model for Quick Response Vehicle in underserved areas.

### Year 3: System Launch and Evaluation (2027)

Q1:

- Launch centralized training program and QA processes.
- Begin disbursement planning for EMS tax revenue (if passed).

Q2:

- Implement initial phases of full EMS service coordination under JPA or chosen governance model.
- Deploy ALS QRV or other enhancements in Southern Owens Valley.

Q3:

- Evaluate effectiveness of implemented changes via stakeholder and public input.
- Begin preparing report on project outcomes and lessons learned.

- Submit sales tax initiative for ballot (target November election).

Q4:

- Finalize sustainability plan and submit final evaluation report to CARESTAR Foundation.

## Community Involvement\*

How will community voices inform, advance and/or engage with the work/project?

*If unknown at this point, please describe thoughts for how to achieve this engagement*

Given the rural and decentralized nature of emergency medical services in the region, local knowledge and lived experience are essential to crafting an EMS system that is both responsive and resilient. Inyo County will employ a multi-tiered approach to ensure that residents, volunteers, and community partners are informed, engaged, and empowered throughout the life of the project.

Community Engagement Strategies Will Include:

- **Listening Sessions and Town Halls:** At key points in the planning process, the County will host listening sessions in each of the five rural fire districts and in the Bishop area to gather direct input from residents, volunteer responders, and community-based organizations. These forums will help identify local priorities, address misconceptions, and ensure the system design reflects the unique needs of each community.
- **Volunteer and Responder Focus Groups:** The County will facilitate small-group discussions with current and former EMTs, fire department personnel, and other first responders to continue to gain insight into operational barriers and explore strategies for improving recruitment, retention, and training.
- **Community Survey and Polling:** A bilingual survey will be distributed online and in print to gauge public understanding of EMS service gaps and attitudes toward proposed funding mechanisms, including a possible sales tax initiative. Findings will directly shape outreach materials and ballot strategy.
- **Advisory Participation:** Community members will have the opportunity to participate in an EMS Advisory Workgroup to review the draft implementation plan, provide recommendations, and help prioritize system investments.

Equity Considerations:

Special efforts will be made to engage hard-to-reach populations, including residents in remote areas with limited internet access, tribal communities, older adults, and Spanish-speaking households. Materials will be translated and meetings will be held at accessible locations and times to maximize participation.

Impact of Community Engagement:

Through these efforts, the County aims to build trust, improve system accountability, and ensure that the final EMS implementation plan and funding strategy are grounded in community consensus. Engaging residents in the co-design of the EMS system will foster greater support, especially in communities that depend on volunteer-based care and have limited access to health services.

## Data Considerations\*

What data will be collected and used in this project?

*If unknown at this time, please describe ideas or plans for accessing local data.*

### Overview

To support system design, planning, and evaluation, the project will utilize a combination of existing data sources and targeted new data collection. The County will work closely with its EMS consultant, local EMS providers, and the Inland Counties Emergency Medical Agency (ICEMA) to gather, analyze, and apply data

throughout the planning process.

### **Data Sources and Types**

#### **1. Service Call Data-**

- Existing Records: Two years of EMS response and incident data have already been collected from the Bishop area.
- ICEMA Data: Countywide call data, response metrics, and incident types will be requested from ICEMA.
- Dispatch Records: Dispatch logs from the Sheriff's Office and Bishop Police Department will be analyzed to assess geographic service demand and response intervals.

#### **2. Billing and Revenue Data-**

- Although billing data from volunteer departments has been inconsistently reported and difficult to reconcile, the County will work with departments and their billing service providers to compile available claim histories and collection rates.
- Estimated revenue generation will be calculated using benchmarks and call volume patterns where data is incomplete.

#### **3. Staffing and Operational Capacity:**

- Volunteer fire departments will be surveyed to gather data on staffing levels, training, availability, and infrastructure.
- This will support assessment of system readiness and coverage gaps.

#### **4. Community Input-**

- Survey and qualitative input from meetings and focus groups will offer insight into public expectations and experiences.
- These findings will complement technical data to ensure community-informed system design.

#### **5. Cost and Financial Modeling-**

- Cost data from ESCI evaluations and local financial records will support projection of funding needs.
- Comparative data from other California EMS models will be used for analysis.

### **Data Challenges and Solutions**

While service and dispatch data are generally available, billing data—particularly from volunteer departments—remains fragmented and incomplete. To address this, the County will:

- Encourage improved documentation and billing transparency.
- Estimate billing potential using proxy data where necessary.
- Consider centralized billing to improve future data consistency and accountability.

### **Application of Data**

Compiled data will be used to:

- Inform system configuration and performance standards.
- Evaluate EMS demand and geographic coverage.
- Develop a sustainable funding model.
- Support public education and sales tax campaign efforts.
- Track progress and evaluate outcomes during and after implementation.

## ***Additional Information***

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### **Additional Information (OPTIONAL)**

Is there anything else you want us to know about the situation, your organization/collaborative or the population(s) served?

### **Attachment (Optional)**

Please upload letter of support or other complementary items for your application. (1 per question)

### **Attachment (Optional)**

Please upload letter of support or other complementary items for your application. (1 per question)

Inyo\_County\_CARESTAR\_SIFPD letter of support.pdf

Letter of Support from Southern Inyo Fire Protection District

### **Attachments (Optional)**

Please upload letter of support or other complementary items for your application. (1 per question)

ICHHS Letter of Support Carestar Jacinda Thomsen NIHD.pdf

Letter of Support from Northern Inyo Healthcare District

### **Attachment (Optional)**

Please upload letter of support or other complementary items for your application. (1 per question)

CARESTAR Letter of Support\_City of Bishop.pdf

Letter of Support from City of Bishop

## File Attachment Summary

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### *Applicant File Uploads*

- Inyo\_County\_CARESTAR\_SIFPD letter of support.pdf
- ICHHS Letter of Support Carestar Jacinda Thomsen NIHD.pdf
- CARESTAR Letter of Support\_City of Bishop.pdf



## ***Southern Inyo Fire Protection District***

*Mail:* PO Box 51, Tecopa, CA 92389

*Physical:* 410 Tecopa Hot Springs Rd, Tecopa, CA 92389

*admin@sifpd.org* • Phone & Fax: (760) 852-4130 • [www.sifpd.org](http://www.sifpd.org)

CARESTAR Foundation Transformations and Innovations Grants Program

RE: Letter of Support for Inyo County Health and Human Services' Application

To Whom It May Concern:

On behalf of Southern Inyo Fire Protection District, I am writing to express our strong support for Inyo County Health and Human Services' application to the CARESTAR Foundation's Transformations and Innovations Grants Program. Our organization has worked closely with the County in addressing the critical emergency and prehospital care needs of our rural and frontier communities, and we fully endorse their efforts to bring innovative, equity-driven solutions to our regional EMS system.

Inyo County faces significant challenges that impact emergency medical response—vast geography, limited healthcare infrastructure, and workforce shortages among them. These challenges are compounded for historically underserved populations, particularly our Latinx and Indigenous communities, who face persistent barriers to timely and culturally responsive emergency care.

The proposed project will build capacity, support community partnerships, and implement systemic changes that align directly with CARESTAR's vision to transform emergency and prehospital care with equity and community leadership at the center. Specifically, the County's initiative will strengthen the local EMS workforce, improve coordination among response partners, and expand culturally competent access to emergency care in areas where disparities are greatest.

Our organization is a small rural all volunteer department located east of Death Valley California with an area of approximately 3,000 square mile responsibility who is committed partner in this effort. We are prepared to collaborate with Inyo County Health and Human Services by participating in training, integrating services, providing community outreach, sharing data, etc. We believe this project will result in lasting improvements in emergency medical care for our region, especially for residents who have been historically under-resourced and geographically isolated.

We respectfully urge the CARESTAR Foundation to fund this important and timely proposal. Inyo County has demonstrated the vision, partnerships, and commitment to equity that this grant program seeks to support, and we are proud to stand with them in this work.

Please do not hesitate to contact me at 760-852-4130 or [chief@sifpd.org](mailto:chief@sifpd.org) if additional information is needed.

Sincerely,

*William R. Lutze*, Chief







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**Northern Inyo Healthcare District**

05/27/2025

CARESTAR Foundation  
Transformations and Innovations Grants Program

RE: Letter of Support for Inyo County Health and Human Services' Application

To Whom It May Concern:

On behalf of Northern Inyo Hospital District, I am writing to express our strong support for Inyo County Health and Human Services' application to the CARESTAR Foundation's Transformations and Innovations Grants Program. Our organization has worked closely with the County in addressing the critical emergency and prehospital care needs of our rural and frontier communities, and we fully endorse their efforts to bring innovative, equity-driven solutions to our regional EMS system.

Inyo County faces significant challenges that impact emergency medical response—vast geography, limited healthcare infrastructure, and workforce shortages among them. These challenges are compounded for historically underserved populations, particularly our Latinx and Indigenous communities, who face persistent barriers to timely and culturally responsive emergency care.

The proposed project will build capacity, support community partnerships, and implement systemic changes that align directly with CARESTAR's vision to transform emergency and prehospital care with equity and community leadership at the center. Specifically, the County's initiative will strengthen the local EMS workforce, improve coordination among response partners, and expand culturally competent access to emergency care in areas where disparities are greatest.

Our organization that serves the surrounding community for their healthcare needs is a committed partner in this effort. We are prepared to collaborate with Inyo County Health and Human Services by participating in county wide education and training, collaborating on educational opportunities and as the base hospital for Inyo County providing quality improvement and feedback to our local EMS partners. We believe this project will result in lasting improvements in emergency medical care for our region, especially for residents who have been historically under-resourced and geographically isolated.



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**Northern Inyo Healthcare District**

We respectfully urge the CARESTAR Foundation to fund this important and timely proposal. Inyo County has demonstrated the vision, partnerships, and commitment to equity that this grant program seeks to support, and we are proud to stand with them in this work.

Please do not hesitate to contact me at 760-873-5811 ext. 3798 or [jacinda.thomsen@nih.org](mailto:jacinda.thomsen@nih.org) if additional information is needed.

Sincerely,

*Jacinda Thomsen, BSN, RN*

Emergency Department RN, PLN, CSE, MICN  
 Northern Inyo Healthcare District  
150 Pioneer Lane, Bishop, CA 93514  
760-873-5811



## **CITY OF BISHOP**

377 West Line Street - Bishop, California 93514  
P. O. Box Fax 760-873-4873  
1236 - Bishop, California 93515  
City Hall 760-873-5863 Administration 760-873-5863

5/28/2025

CARESTAR Foundation  
Transformation and Innovations Grant Program

RE: Letter of Support for Inyo County Health and Human Services

To Whom It May Concern:

On behalf of the City of Bishop, I am writing to express our support for Inyo County Health and Human Services' application to the CARESTAR Foundation's Transformations and Innovations Grants Program. The City has worked closely with the County in addressing the critical emergency and prehospital care needs of our rural and frontier communities, and we look forward to some proactive efforts to bring innovative solutions to our volunteer and paid EMS system.

Inyo County faces significant challenges that impact emergency medical response-vast geography, limited healthcare infrastructure, and workforce shortages among them. These challenges are compounded for historically underserved populations, including our Hispanics and Native American communities.

The City of Bishop is a committed partner in this effort. We have been working closely with the County for the past several years to assure EMS services in the Greater Bishop area and provide backup EMS services from our volunteer fire department. We are prepared to continue to collaborate with Inyo County Health and Human Services by working to secure the Exclusive Operating Area RFA to nail down EMS services in our jurisdiction for years to come. In addition, as the on call back-up for any EMS operator in the greater Bishop area, the City and the Bishop Volunteer Fire Department hope that by engaging the other volunteer fire departments within the county as part of this project, will strengthen all EMS responders to transform emergency and pre hospital care. The City believes this project will result in lasting improvements in emergency medical care for our region as a whole.

Please do not hesitate to contact me at 760-873-5863 or at [ddishion@cityofbishop.ca.gov](mailto:ddishion@cityofbishop.ca.gov) if additional information is needed.

Sincerely,

*Deston Dishion*

Deston Dishion  
City Administrator  
City of Bishop  
760-873-5864  
[ddishion@cityofbishop.ca.gov](mailto:ddishion@cityofbishop.ca.gov)

# Building Sustainable EMS Infrastructure for Rural Inyo County

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## *2025 Transformations & Innovations Initiative*

### *County of Inyo*

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Anna Scott  
1360 N. Main St., Suite 201  
Bishop, CA 93514

O: 760-873-3305

### *Anna Scott*

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Bishop, CA 93514

ascott@inyocounty.us  
O: 760-873-3305

## FollowUp Form

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### *Grant Terms & Conditions*

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This form is the CARESTAR Foundation's online grant agreement. This agreement details the **terms and conditions** of the grant, as well as the responsibilities of the CARESTAR Foundation and Your Organization (Grantee). Please review each section and indicate your agreement by checking the corresponding acknowledgment box.

**Note:** *If any of the information below is incorrect or not what you anticipated, or you would like to discuss any of the specific terms or conditions, please contact our office as soon as possible.*

#### **Collaborative Name (If available)**

Inyo County Emergency Medical Care Committee

#### **Project Name\***

Provide a project or program name. If you are applying for a general operating grant, enter your organization name.

Building Sustainable EMS Infrastructure for Rural Inyo County

#### **Award Installment Overview**

##### **Amount Awarded**

\$300,000.00

##### **Grant Start Date**

09/01/2025

##### **Grant End Date**

02/28/2029

#### **Grant Period\***

This grant will commence on start date and terminate end date unless alternate dates are mutually-agreed upon and are subsequently included in the grant record.

I agree to that above.

#### **Budget**

Any major change to your budget that significantly affects the project plan or timing of your grant must be discussed with Foundation staff. Any unspent portion of the grant must be returned to the

Foundation at the completion of the project, or at the end of the grant period, unless otherwise agreed to in writing by the Foundation. The CARESTAR Foundation assumes no obligation to provide other or additional support.

I agree to the above.

### **Payment\***

The initial payment to the Grantee shall be made within 30 days of execution of this contract. For multi-year grants, remaining funds will be paid 12 and then 24 months after the start date, unless otherwise mutually-agreed upon. Prior to any funds being distributed, the Foundation must have this grant agreement fully complete and signed on file.

I agree to the above.

### **Restrictions\***

No part of the grant may be used:

- To influence the outcome of any specific public election or to participate or intervene any political campaign on behalf of any candidate for public office
- For any purpose other than charitable or educational

I agree to the above.

### **Non-Profit Status (for 501(c)(3) grantees)\***

Grantee agrees to notify the CARESTAR Foundation immediately if the organization's charitable tax exempt status is revoked or modified. Grantee also represents that receipt of this grant will not adversely affect the grantee's status as a public charity under Section 501(c)(3) of the Internal Revenue Code. In the event that Grantee loses its tax exempt status before all funds under this grant are dispensed, this grant contract will be considered null and void and all obligations of the CARESTAR Foundation will terminate.

Not Applicable - My organization is not a 501(c)(3) grantee.

### **Grant Progress & Reporting\***

The CARESTAR Foundation is interested in staying informed about grant progress, impact and learnings, and working in partnership to ensure that tracking and reporting requirements make sense and are relevant and useful for both organizations. As such, the specific content and format for reporting will be mutually agreed upon when the grant commences.

- At a minimum, every 6 months Grantee and CARESTAR Foundation will meet (in person or by phone) to share updates, challenges, successes and other developments.
- For multi-year grants, at the end of each year, Grantee will provide the CARESTAR Foundation with a short written summary of progress and grant expenditures to date.
- For all grants, a final report will be submitted within 30 days after the conclusion of the grant period summarizing progress, impact and grant expenditures.
- Throughout the grant period, any changes to executive leadership or key staff will be communicated with the CARESTAR Foundation in a timely manner.

I agree to the above.

### Request for Information\*

The CARESTAR Foundation reserves the right to request updates and information related to progress, financial or other records related to this grant as needed. Grantee agrees to make such records available to authorized representatives of the Foundation upon request.

I agree to the above.

### Publicity & Acknowledgement\*

The CARESTAR Foundation would like to support your efforts to publicize this grant and related activities. If your organization will issue a formal press release about the award, please contact the CARESTAR Foundation at least 10 days prior to the date you would like to send out the announcement so that we have an opportunity to review, edit and/or approve it prior to release. Other forms of acknowledgment, such as listings in programs and annual reports, do not need Foundation approval; however, please note the Foundation should be referred to as 'CARESTAR Foundation' (with CARESTAR written in all capital letters with no space between CARE and STAR). The Foundation's full [brand guidelines](#) are available online and should be referenced when publishing any donor acknowledgement related to the grant.

I agree to the above.

### Understanding of Agreement\*

This grant is awarded to the Grantee for the purpose and period of time referenced in this Agreement. If Grantee violates or fails to fulfill any provision of this Agreement, the Foundation may request funds to be returned, or pursue other legal remedies as needed.

I agree to the above.

### Authorized Signature\*

The electronic signature on this document of the person authorized to make legal contracts for Grantee will represent Grantee's acceptance of this award and agreement to comply with the stated terms and conditions of this grant. Please signify your agreement to the foregoing terms and conditions by typing in your Name, Title, and Date in the spaces below. The signator must be an authorized officer of the Grantee duly empowered to make legal contracts for Grantee.

Anna Scott

### Title\*

HHS Director

### Date\*

### Additional Signatory\*

Do you have an additional signatory or require a fiscal agent signature?

No



## File Attachment Summary

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### *Applicant File Uploads*

*No files were uploaded*



# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-30

### Continuum of Care (CoC) Grant Agreement Health & Human Services ACTION REQUIRED

#### ITEM SUBMITTED BY

Melissa Best-Baker, Deputy Director - Fiscal Oversight and Special Operations

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director

#### RECOMMENDED ACTION:

Ratify and approve the agreement between the County of Inyo and U.S. Department of Housing and Urban Development of San Francisco, CA for the provision of Continuum of Care planning activities in an amount not to exceed \$50,000 for the period of February 1, 2026 through January 31, 2027, contingent upon the Board's approval of future budgets, and authorize the Health & Human Services Director to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

Each year HUD provides a planning grant to each Continuum of Care (CoC) for administrative activities. Historically, these grants have been under \$5,000 per year. This is the second fiscal year that Inyo County will be receiving an increased amount of \$50,000 for administrative activities as the administrative agency and collaborative applicant for the Eastern Sierra Continuum of Care (ESCoC). HHS will be using these funds for a continuing contract with Thurmond Consulting to help the ESCoC prepare state and federal funding applications, submit required reporting, and to finalize the ESCoC strategic plan.

#### FISCAL IMPACT:

Funding Source	Grant Funded (Federal)	Budget Unit	055900
Budgeted?	Yes	Object Code	4552
Recurrence	Ongoing Expenditure	Sole Source?	N/A

If Sole Source, provide justification below

Current Fiscal Year Impact
Up to \$50,000 for the period between February 1, 2026 and January 31, 2027
Future Fiscal Year Impacts
N/A, we will be expending all the monies by June 30, 2026.
Additional Information

**ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:**

Not accepting these funds would require staff to identify another grant to pay for planning activities.

**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

**STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Improve Housing Opportunities

**Thriving Communities** | Enhanced Health, Social, & Senior Services

**APPROVALS:**

Melissa Best-Baker	Created/Initiated - 01/12/2026
Darcy Israel	Approved - 01/13/2026
Gina Ellis	Approved - 01/13/2026
Anna Scott	Approved - 01/27/2026
Melissa Best-Baker	Approved - 01/27/2026
Amy Shepherd	Approved - 01/27/2026
John Vallejo	Approved - 01/27/2026
Denelle Carrington	Final Approval - 01/27/2026

**ATTACHMENTS:**

1. Continuum of Care Grant Agreement





U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
San Francisco Regional Office  
One Sansome Street, Suite 1200  
San Francisco, CA 94104-4430

**Grant Number: CA2369L9T302400**  
**Recipient's Name: County of Inyo**  
**Tax ID Number: 95-6005445**  
**Unique Entity Identifier [SAM]: EU9KBPLKZ5K5**  
**Federal Award Date: 1/8/2026**

**CONTINUUM OF CARE PROGRAM (Assistance Listing# 14.267)**  
**GRANT AGREEMENT**

This Grant Agreement (“this Agreement”) is made by and between the United States Department of Housing and Urban Development (“HUD”) and County of Inyo (the “Recipient”).

This Agreement, the Recipient’s use of funds provided under this Agreement (the “Grant” or “Grant Funds”), and the Recipient’s operation of projects assisted with Grant Funds are governed by

1. The Consolidated Appropriations Act, 2024 (Public Law 118-42, approved March 9, 2024);
2. title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”);
3. the Continuum of Care Program rule at 24 CFR part 578 (the “Rule”), as amended from time to time;
4. the Notice of Funding Opportunity for FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program (NOFO) except for references in the NOFO to Executive Orders that have since been repealed;
5. all current Executive Orders; and
6. the Recipient’s application submissions on the basis of which these Grant Funds were approved by HUD, including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition (collectively, the “Application”).

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed below are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control. Capitalized terms that are not defined in this agreement shall have the meanings given in the Rule.

HUD’s total funding obligation authorized by this grant agreement is \$50,000, allocated between the project(s) listed below (each identified by a separate grant number) and, within those projects, between budget line items, as shown below. The Grant Funds an individual project will receive are as shown in the Application on the final HUD-approved Summary Budget for the project. Recipient shall use the Grant Funds provided for the projects listed below, during the budget period(s) period stated below.

<b>Grant No. (FAIN)</b>	<b>Grant Term</b>	<b>Performance Period</b>	<b>Budget Period</b>	<b>Total Amount</b>
CA2369L9T302400	12 months	<u>02-01-2026</u> - <u>01-31-2027</u>	<u>02-01-2026</u> - <u>01-31-2027</u>	\$50,000

allocated between budget line items as follows:

a. Continuum of Care Planning Activities	\$50,000
b. Acquisition	\$0
c. Rehabilitation	\$0
d. New construction	\$0
e. Leasing	\$0
f. Rental assistance	\$0
g. Supportive services	\$0
h. Operating costs	\$0
i. Homeless Management Information System	\$0
j. Administrative costs	\$0
k. Relocation costs	\$0
l. VAWA Costs	\$0
m. Rural Costs	\$0
n. HPC homelessness prevention activities:	
Housing relocation and stabilization services	\$0
Short-term and medium-term rental assistance	\$0

## Pre-award Costs for Continuum of Care Planning

The Recipient may, at its own risk, incur pre-award costs for continuum of care planning awards, after the date of the HUD selection notice and prior to the effective date of this Agreement, if such costs: a) are consistent with 2 CFR 200.458; and b) would be allowable as a post-award cost; and c) do not exceed 10 percent of the total funds obligated to this award. The incurrence of pre-award costs in anticipation of an award imposes no obligation on HUD either to make the award, or to increase the amount of the approved budget, if the award is made for less than the amount anticipated and is inadequate to cover the pre-award costs incurred.

These provisions apply to all Recipients:

The Recipient:

(1) shall not use grant funds to promote “gender ideology,” as defined in E.O. 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;

(2) agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;

(3) certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;

(4) shall not use any Grant Funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and

(5) Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.

The recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Center for Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218, or other Executive Orders or immigration laws.

No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or abets policies that seek to shield illegal aliens from deportation.

Subject to the exceptions provided by PRWORA, the recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.

HUD will not enforce provisions of the Grant Agreement to the extent that they require the project to use a housing first program model.

As stated in Section III.A.2 of the NOFO, Faith-based organizations may be recipients or subrecipients for funds under this agreement on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization's religious character, affiliation, or exercise.

If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

The budget period and performance period of renewal projects funded by this Agreement will begin immediately at the end of the budget period and performance period of the grant being renewed. Eligible costs incurred between the end of Recipient's budget period and performance period under the grant being renewed and the date this Agreement is executed by both parties may be reimbursed with Grants Funds from this Agreement. No Grant Funds for renewal projects may be drawn down by Recipient before the end date of the project's budget period and performance period under the grant that has been renewed.

For any transition project funded under this Agreement the budget period and performance period of the transition project(s) will begin immediately at the end of the Recipient's final operating year under the grant being transitioned. Eligible costs, as defined by the Act and the Rule, incurred between the end of Recipient's final operating year under the grant being transitioned and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

HUD designations of Continuums of Care as High-performing Communities (HPCS) are published on HUD.gov in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

The Recipient must use the Grant Funds only for costs (including indirect costs) that meet the applicable requirements in 2 CFR part 200 (including appendices), as may be amended from time to time. The Recipient's indirect cost rate information is as provided in Addendum #1 to this Agreement. The Recipient must immediately notify HUD upon any change in the Recipient's indirect cost rate, so that HUD can amend the Agreement to reflect the change if necessary.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Recipient's applicant profile in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Recipient must comply with the applicable requirements in 2 CFR part 200, as may be amended from time to time.



Build America, Buy America Act. The Grantee must comply with the requirements of the Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the Grantee's infrastructure project. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:

1. Gross mismanagement of a Federal contract or grant;
2. Waste of Federal funds;
3. Abuse of authority relating to a Federal contract or grant;
4. Substantial and specific danger to public health and safety; or
5. Violations of law, rule, or regulation related to a Federal contract or grant.

HUD may terminate all or a portion of the Grant in accordance with the Act, the Rule and 2 CFR 200.340. The Agreement constitutes the entire agreement between the parties and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,  
Secretary of Housing and Urban Development**

By:

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

Rebecca Blanco, Director  
\_\_\_\_\_  
(Typed Name and Title)

January 8, 2026  
\_\_\_\_\_  
(Date)

**RECIPIENT**

County of Inyo  
\_\_\_\_\_  
(Name of Organization)

By:

\_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Typed Name and Title of Authorized Official)

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

<b>Indirect Cost Information for Award Applicant/Recipient</b>			
1. Federal Program/Assistance Listing Program Title: CONTINUUM OF CARE PROGRAM/Assistance Listing# 14.267			
2. Legal Name of Applicant/Recipient: County of Inyo			
3. Indirect Cost Rate Information for the Applicant/Recipient: Please check the box that applies to the Applicant/Recipient and complete the table only as provided by the instructions accompanying this form. <div style="margin-left: 20px;"> <input type="checkbox"/> The Applicant/Recipient will not charge indirect costs using an indirect cost rate.  <input type="checkbox"/> The Applicant/Recipient will calculate and charge indirect costs under the award by applying a de minimis rate as provided by 2 CFR 200.414(f), as may be amended from time to time.  <input type="checkbox"/> The Applicant/Recipient will calculate and charge indirect costs under the award using the indirect cost rate(s) in the table below, and each rate in this table is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, if required, has been approved by the cognizant agency for indirect costs.           </div>			
Agency/department/ major function	Indirect cost rate	Type of Direct Cost Base	Type of Rate
4. Submission Type (check only one): <input checked="" type="checkbox"/> Initial submission <input type="checkbox"/> Update		5. Effective date(s):	
6. Certification of Authorized Representative for the Applicant/Recipient: **Under penalty of perjury, I certify on behalf of the Applicant/Recipient that (1) all information provided on this form is true, complete, and accurate, and (2) the Applicant/Recipient will provide HUD with an update to this form immediately upon learning of any change in the information provided on this form, and (3) I am authorized to speak for the Applicant/Recipient regarding all information provided on this form.  Signature: _____  Date: _____  Name:  Title:			

**\*\*Warning:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. § 3729, 3802; 24 CFR § 28.10(b)(iii)).

**Public Reporting Burden Statement:** This collection of information is estimated to average 0.25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of the requested information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 8210, Washington, DC 20410-5000. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. This agency is authorized to collect this information under Section 102 of the Department of Housing and Urban Development Reform Act of 1989. The information you provide will enable HUD to carry out its responsibilities under this Act and ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. This information is required to obtain the benefit sought in the grant program. Failure to provide any required information may delay the processing of your application and may result in sanctions and penalties including of the administrative and civil money penalties specified under 24 CFR §4.38. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552). The information contained on the form is not retrieved by a personal identifier, therefore it does not meet the threshold for a Privacy Act Statement.

## Instructions for Completing the Indirect Cost Information for the Award Applicant/Recipient

Number	Item	Instructions
1	Federal Program/ Assistance Listing Program Title	Enter the title of the program as listed in the applicable funding announcement or notice of funding availability.
2	Legal Name of Applicant/ Recipient	Enter the legal name of the entity that will serve as the recipient of the award from HUD.
3	Indirect Cost Rate Information for the Applicant/ Recipient	<p>Mark the one (and only one) checkbox that best reflects how the indirect costs of the Applicant/Recipient will be calculated and charged under the award. Do not include indirect cost rate information for subrecipients.</p> <p>The table following the third checkbox must be completed only if that checkbox is checked. When listing a rate in the table, enter the percentage amount (for example, "15%"), the type of direct cost base to be used (for example, "MTDC"), and the type of rate ("predetermined," "final," "fixed," or "provisional").</p> <p>If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.</p> <p>If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the award, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.</p> <p>If the Applicant/Recipient is a government and more than one agency or department will carry out activities under the award, enter each agency or department that will carry out activities under the award, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied.</p>
4	Submission Type	Check the appropriate box to identify whether this is the first submission of this form for the award or an update to a previous submission of this form for the award.
5	Effective date(s)	Enter the date(s) for which the information on this form applies.
6	Certification of Authorized Representative for the Applicant/ Recipient	An employee or officer of the Applicant/Recipient with the capacity and authority to make this certification for the Applicant/Recipient must make the certification by signing as provided. They must also provide the date of their signature, full name, and position title.



# INYO COUNTY BOARD OF SUPERVISORS

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DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2025-892

### Creation of Addiction Counselor Trainee Classification, Approval of Job Description, and Authorization to Hire at This Level

#### Health & Human Services

#### ACTION REQUIRED

#### ITEM SUBMITTED BY

Anna Scott, Health & Human Services Director,  
Melissa Best-Baker, Deputy Director - Fiscal  
Oversight and Special Operations, Keri Oney,  
Assistant Personnel Director

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director, Keri  
Oney, Assistant Personnel Director

#### RECOMMENDED ACTION:

- A) Approve the creation of a new classification, Addiction Counselor Trainee at Grade 4;
- B) Approve the job description for Addiction Counselor Trainee;
- C) Authorize the department to hire either the Addiction Counselor Trainee or Addiction Counselor I-III level, depending on qualifications; and
- D) Direct staff to update the publicly available pay schedule accordingly.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

The Health and Human Services Department has been unsuccessful in filing a vacant Addictions Counselor I-III position since December 2024. Since that time, the Department has been contacted by several individuals who are in need of internship opportunities that will allow them to complete required supervised work hours in the field (practicum) in order to become certified as Addictions Counselors. In order to take advantage of the Addiction Counselor education program offered by Cerro Coso Community College and other schools throughout the state, the Department is interested in establishing a paid internship position to help aspiring Addiction Counselors to gain the experience required to become certified. Once a person has finished their Substance Use Disorder education requirements through an approved program, they are required to complete 3,000 hours of supervised work experience (including 255 hours of field practicum). Adding the Addiction Counselor Trainee classification will allow the Department to hire a trainee and provide the required practicum hours. The job description specifies that once an Addiction Counselor Trainee completes the required practicum hours and becomes fully certified, they will be promoted to an Addictions Counselor I position.

If approved, creating this classification will not change the authorized staffing levels in HHS. However, it will provide greater flexibility in hiring for a hard-to-fill position.

#### FISCAL IMPACT:

<b>Funding Source</b>	Non-General Fund / Grant Funded (DDP fees and Opioid Settlement monies)	<b>Budget Unit</b>	045312 and 045202
<b>Budgeted?</b>	Yes	<b>Object Code</b>	5001-5045
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
HHS has budgeted for an Addiction Counselor I-III position. Hiring a trainee will initially result in salary savings and will allow the Department to establish a career pathway for Addiction Services.
<b>Future Fiscal Year Impacts</b>
N/A
<b>Additional Information</b>

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

The Board may choose not to approve the creation of the new classification, Addictions Counselor Trainee, or may choose not to authorize the Department to hire at this level based on qualifications. However, this is not recommended. The Department has experienced considerable difficulty filling the position with a certified counselor. Adding this trainee classification will help establish a career pathway toward certification and improve recruitment efforts. If the Addictions Counselor Trainee position is not approved, the Department will continue recruiting for Addictions Counselor I–III.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

#### **STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Enhanced Health, Social, & Senior Services

#### **APPROVALS:**

Melissa Best-Baker	Created/Initiated - 12/26/2025
Darcy Israel	Approved - 12/29/2025
Anna Scott	Approved - 01/12/2026
Amy Shepherd	Approved - 01/12/2026
Aaron Holmberg	Approved - 01/13/2026
Keri Oney	Approved - 01/27/2026
John Vallejo	Approved - 01/27/2026
Denelle Carrington	Final Approval - 01/27/2026

#### **ATTACHMENTS:**

1. Addiction Counselor Trainee - Job Description







# COUNTY OF INYO

## Addiction Counselor Trainee

**FLSA STATUS:**      **Non-Exempt**

### **DEFINITION:**

Under the general direction of the Deputy Director of Behavioral Health and specific supervision of a program manager and addiction counselor, this position provides assessment, counseling, education, relapse prevention, and case management to persons with substance use disorders and/or with dual diagnoses, and related problems. This role supports equitable access to behavioral health services by addressing the diverse needs of individuals across communities, including those that are historically underserved.

### **DISTINGUISHING CHARACTERISTICS:**

This is the entry-level trainee classification in the Addiction Counselor series. Incumbents are expected to develop skills and knowledge over time and shall receive direct supervision in carrying out duties. Work is generally client-focused and includes both direct service with an Addiction Counselor and administrative functions.

### **ESSENTIAL JOB DUTIES:**

*The following duties are typical for this classification. Incumbents may not perform all of the duties listed and/or may be required to perform additional or different duties from those set forth below to address temporary or permanent changes in business needs and/or practices. Duties are carried out with cultural humility and awareness of the systemic barriers that may impact client engagement and outcomes.*

- Provides intakes of clients referred by the Courts and Probation for appropriate level of service.
- Monitors clients in collection of urine or saliva specimens.
- Provides individual and group counseling with an Addiction Counselor around chemical dependency and related issues, including co-occurring Substance Use Disorders (SUD) and mental health issues.
- Coordinates with collaborative partners and coworkers in the delivery of services.
- Manages confidentiality appropriately.
- Participates in staff meetings and trainings.
- Prepares reports, chart notes, and completes data collection forms in a timely, accurate manner.
- Performs related duties as assigned.

### **MINIMUM QUALIFICATIONS:**

#### **Education/Experience:**

- Completion of 30+ semester units of approved Alcohol & Drug (AOD) coursework; and
- Proof of registration as an intern with a CA Certification Board (CCAPP, CAADE, or CADTP)

Candidates are expected to complete at least 255 hours of practicum field work and pass the IC&RC Alcohol and Drug Counselor (ADC) exam within 2 years of hire date. Candidates who achieve certification as a Drug and Alcohol Counselor will be promoted to Addictions Counselor I. Incumbents who fail to achieve certification within the required timeframe will be terminated from the Addiction Counselor Trainee position.

### **Licenses, Certificates, and Special Requirements:**

- Successfully complete a pre-employment background investigation.
- Submit to yearly tuberculosis test.
- Possess or obtain within six months of employment a valid First Aid and CPR certification and maintain during term of employment.
- Possess a valid operator's license issued by the State Department of Motor Vehicles.

*The following generally describes the knowledge, skills, and abilities to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

### **Knowledge of:**

- Current best practices in the assessment and treatment of chemical dependency and persons with co-occurring disorders in a system of care and in public sector.
- Laws pertaining to confidentiality and care of persons with substance use disorders.
- Culturally responsive approaches in working with individuals and families of diverse backgrounds.

### **Skill/Ability to:**

- Communicate effectively both orally and in writing with the Courts, Probation, and other collaborative partners.
- Participate in supervision, collaborative staff meetings, and trainings.
- Produce written documentation by hand or computer.
- Demonstrate commitment to respectful, client-centered, and trauma-informed care.
- Consistent attendance is an essential function of the position.

### **WORKING CONDITIONS:**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential job functions.

### **Environmental Conditions:**

Most assigned work is performed in an indoor environment (office, client's home, county jail) with frequent contact with people face-to-face and by various electronic means. Expect moderate noise from

people and office machines. Driving between work sites is required with limited transportation alternatives. Exposure to biohazards such as blood borne pathogens is likely, and appropriate personal protective equipment is required when applicable.

**Physical Demands:** Frequency does not imply essentiality.

- Constant (>62% of typical day): Sitting, listening, reading, interpreting, and documenting using electronic equipment (such as mouse, keyboard, tablet, mobile). Also, interacting / communicating face-to-face and by electronic means with tact and diplomacy using visual/auditory/speech acuity, with memory and recall, for accurate, timely, and courteous operations/communications/transfer of information in office and clinic environments.
- Frequent (31-62%): Standing, walking, bending and twisting of the neck, reaching below the shoulder, lifting/pushing/pulling/carrying up to 10 pounds, handling (holding, light grasping), and repeated hand movements that require dexterity and hand-eye coordination.
- Occasional (7-31%): Bending and twisting at the waist, reaching above the shoulder, squatting, fine fingering (such as pinching/picking through paper files), balancing while carrying files and laptop, operating office machines (copiers, etc.), exposure to biohazards, and lifting/pushing/pulling/carrying 11-25 pounds.
- Infrequent (1-7%): Climbing stairs, kneeling, walking/standing on uneven and slippery surfaces, exposure to dust/gas/fumes/chemicals, power grasping, exposure to extreme temperature, driving, and lifting/pushing/pulling/carrying 26-50 pounds. The heaviest item to be lifted and carried would a stack of large paper files weighing up to 50 pounds.
- Never/Rare (<1%): Crawling, exposure to excessive noise or vibration, lifting/pushing/pulling/carrying more than 50 pounds, operating hazardous machinery, climbing ladders, working at heights, and running.



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ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-13

### Contract with California Department of Public Health for Tobacco Control Program Health & Human Services - Health/Prevention ACTION REQUIRED

#### ITEM SUBMITTED BY

Jessica Burton, Tobacco Supervisor

#### ITEM PRESENTED BY

Anna Scott, Health & Human Services Director

#### RECOMMENDED ACTION:

Ratify and approve the agreement between the County of Inyo and the California Department of Public Health of the State of California for the provision of operation of the local Tobacco Control Program in an amount not to exceed \$300,000 for the period of July 1, 2025 through June 30, 2026, and authorize the Health & Human Services Director or appointed designee to sign the Allocation Agreement CTCP-21-14 and quarterly Prospective Payment Invoices.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

This contract comes to your Board for ratification as it was received by the Department from the State after the beginning of the fiscal year.

This contract includes activities to support adult and youth coalitions, a retail objective that focuses on limiting tobacco-promoting influences and includes a required legislated policy (for example, establishing a minimum package or volume size for tobacco products), and a second policy objective focused on reducing exposure to secondhand smoke (for example, a policy that restricts smoking in entryways). The details of these required policy changes will be developed and will return to this board for future consideration.

#### FISCAL IMPACT:

<b>Funding Source</b>	Grant Funded (California Department of Public Health)	<b>Budget Unit</b>	
<b>Budgeted?</b>	Yes	<b>Object Code</b>	
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	N/A

If Sole Source, provide justification below

#### Current Fiscal Year Impact

Up to \$300,000 for the period between 07/01/2025 and 06/30/2026. These monies are required to be put into interest-bearing trusts and then moved into the Tobacco budget (640317) to cover expenses.

#### Future Fiscal Year Impacts

It is projected that the County will receive this funding on an ongoing basis.

#### **Additional Information**

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

Your Board could choose not to ratify and approve this agreement, which would disallow Inyo County from accepting the funds for FY 25/26 and would make Inyo County noncompliant with Tobacco Control program requirements. This is not recommended, as if Inyo County is deemed noncompliant by the California Department of Public Health, the State will fund another agency to administer the mandated Tobacco Control program in Inyo County.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

Inyo County Superintendent of Schools and individual school districts, Inyo County Wellness Center, Toiyabe Indian Health Project, Owens Valley Career Development Center, Tribal Courts, Juvenile Probation, and Mono County Public Health.

#### **STRATEGIC PLAN ALIGNMENT:**

**Thriving Communities** | Enhanced Health, Social, & Senior Services

#### **APPROVALS:**

Jessica Burton	Created/Initiated - 01/08/2026
Darcy Israel	Approved - 01/09/2026
Anna Scott	Approved - 01/12/2026
Jessica Burton	Approved - 01/13/2026
Amy Shepherd	Approved - 01/13/2026
Keri Oney	Approved - 01/16/2026
John Vallejo	Approved - 01/20/2026
Denelle Carrington	Final Approval - 01/20/2026

#### **ATTACHMENTS:**

1. Acceptance of Allocation Agreement - FY 25-26
2. Prospective Payment Invoices - FY 25-26



Erica Pan, MD, MPH  
Director and State Public Health Officer

Gavin Newsom  
Governor

September 4, 2025

**TO:** LOCAL LEAD AGENCY (LLA) PROJECT DIRECTORS  
TOBACCO CONTROL EDUCATION PROGRAMS

**FROM:** CONTRACTS AND BUSINESS OPERATIONS SECTION  
CALIFORNIA TOBACCO PREVENTION PROGRAM (CTPP)

**SUBJECT:** PROGRAM LETTER 25-01  
LLA ALLOCATION AGREEMENT FOR PROPOSITION 99 AND  
PROPOSITION 56 FUNDS  
FUNDING PERIOD: JULY 1, 2025 – JUNE 30, 2026

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**Purpose** Release the Acceptance of Allocation  
Agreement for Fiscal Year 2025-2026

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**Effective Date** Immediately

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**Inclusions**

1. Acceptance of Allocation Agreement for Fiscal Year 2025-2026 Funding Period: July 1, 2025 through June 30, 2026
2. Revised Appendix 2, California Tobacco Control Program, Local Lead Agency Allocation Table for Proposition 99 and Proposition 56 Funds, FY 2021/22 (01/22-06/22) – FY2026/27 (Dated 8/13/2025) previously released in the 2022-2027 LLA Comprehensive Tobacco Control Guidelines Addendum 2.

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**Required Action**

1. Please print, sign, and date the Acceptance of Allocation Agreement for Fiscal Year 2025-2026. The signature on the Acceptance of Allocation Agreement must match the official Agency Signatory identified in CTPP's Online Tobacco Information System (OTIS).
2. Return the Acceptance of Allocation Agreement for Fiscal Year 2025-2026, bearing an original signature, to your assigned CTPP Procurement Manager (PM) electronically

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in a reply to the OTIS Communication Log Message titled "Local Lead Agency (LLA) FY 2025-2026 Acceptance of Allocation Agreement and 1<sup>st</sup> and 2<sup>nd</sup> Quarter Prospective Invoices (PPIs) for Proposition 56 and Proposition 99."

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**Why The Agreement is Needed**

Signing the Acceptance of Allocation Agreement serves as acceptance of the allocation for Fiscal Year (FY) 2025-2026 and acknowledges the conditions attached to the funds. The California Department of Public Health (CDPH) does not require a Board of Supervisors Resolution for allocation agreements.

Please be advised, Prospective Payment Invoices (PPIs) cannot be processed for payment until CTPP receives the Acceptance of Allocation Agreement for FY 2025-2026 from your city/county/agency bearing the original signature of the official Agency Signatory identified in OTIS.

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**Budget Information**

The amount of Proposition 99 and Proposition 56 funds identified on the Acceptance of Allocation Agreement for FY 2025-2026 is based on the LLA Allocation Table listed on Revised Appendix 2 (Dated 8/13/2025 for the FY 2022-2027 plan period).

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**Additional Information**

During the plan period, LLA Project Directors will receive feedback from CTPP's:

- Procurement Managers (PMs) who analyze the cost reports and spending patterns.
- Program Consultants (PCs) who monitor the progress reports and associated percent deliverables to ensure adequate progress is being made toward completion of the Comprehensive Tobacco Control Plan for FY 2022-2027.

If it appears LLAs are not spending the allocations according to the budget/budget justification in a timely manner and/or are not making sufficient progress on plan activities, CTPP may withhold future PPIs.

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Unspent balances must be returned to the CDPH/CTPP when the 2022-2027 Local Lead Agency Comprehensive Tobacco Control Plan ends on June 30, 2027 and are due 60 days after receiving the plan's closeout letter.

Per the 2022-2025 Local Lead Agency Allocation Agreement Terms and Conditions, Exhibit B, paragraph 7.A., Trust Account and Expenditure Provisions; the LLA annual allocations from Prop 99 and Prop 56 shall be deposited into separate interest-bearing, insured trust accounts in accordance with the LLA Administrative and Policy Manual.

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**Contact  
Person  
For Further  
Information**

Your assigned CTPP PM.

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**ACCEPTANCE OF ALLOCATION AGREEMENT  
For  
FISCAL YEAR 2025-2026**

**County of Inyo**

**Agreement Number: CTCP-21-14**

**Agreement Amount: \$300,000.00**

**Proposition 56: \$150,000.00**

**Proposition 99: \$150,000.00**

**FUNDING PERIOD: JULY 1, 2025 THROUGH JUNE 30, 2026**

I certify this Tobacco Control Program will comply with all applicable policies, procedures, and legal requirements as described in the Comprehensive Tobacco Control Plan Guidelines including: the Allocation Agreement Terms; Local Lead Agency Administrative and Policy Manual; and, any statutes, program letters, and other conditions stipulated by the California Tobacco Prevention Program.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 21/22 (January – June 2022)**

LLA	Agreement	FY 21/22 Prop 99 Jan-Jun '22 @BA Jul 2021	FY 21/22 Prop 56 Jan-Jun '22 @ BA Jul 2021	FY 21/22 TOTAL P99+P56 Jan-Jun '22 @ BA Jul 2021
Alameda	CTCP-21-01	\$75,000	\$482,213	\$557,213
Berkeley	CTCP-21-01A	\$75,000	\$75,000	\$150,000
Alpine	CTCP-21-02	\$75,000	\$75,000	\$150,000
Amador	CTCP-21-03	\$75,000	\$75,000	\$150,000
Butte	CTCP-21-04	\$75,000	\$89,639	\$164,639
Calaveras	CTCP-21-05	\$75,000	\$75,000	\$150,000
Colusa	CTCP-21-06	\$75,000	\$75,000	\$150,000
Contra Costa	CTCP-21-07	\$75,000	\$211,855	\$286,855
Del Norte	CTCP-21-08	\$75,000	\$75,000	\$150,000
El Dorado	CTCP-21-09	\$75,000	\$75,000	\$150,000
Fresno	CTCP-21-10	\$75,000	\$315,515	\$390,515
Glenn	CTCP-21-11	\$75,000	\$75,000	\$150,000
Humboldt	CTCP-21-12	\$75,000	\$75,000	\$150,000
Imperial	CTCP-21-13	\$75,000	\$75,000	\$150,000
Inyo	CTCP-21-14	\$75,000	\$75,000	\$150,000
Kern	CTCP-21-15	\$75,000	\$200,706	\$275,706
Kings (CHC)	CTCP-21-16	\$75,000	\$75,000	\$150,000
Lake	CTCP-21-17	\$75,000	\$75,000	\$150,000
Lassen	CTCP-21-18	\$75,000	\$75,000	\$150,000
Los Angeles	CTCP-21-19	\$75,000	\$4,818,243	\$4,893,243
Pasadena	CTCP-21-19B	\$75,000	\$78,655	\$153,655
Long Beach	CTCP-21-19A	\$75,000	\$249,768	\$324,768
Madera	CTCP-21-20	\$75,000	\$75,000	\$150,000
Marin	CTCP-21-21	\$75,000	\$117,641	\$192,641
Mariposa	CTCP-21-22	\$75,000	\$75,000	\$150,000
Mendocino	CTCP-21-23	\$75,000	\$75,000	\$150,000
Merced	CTCP 21-24	\$75,000	\$85,109	\$160,109
Modoc	CTCP-21-25	\$75,000	\$75,000	\$150,000
Mono	CTCP-21-26	\$75,000	\$75,000	\$150,000
Monterey	CTCP-21-27	\$75,000	\$151,995	\$226,995
Napa	CTCP-21-28	\$75,000	\$75,000	\$150,000
Nevada	CTCP-21-29	\$75,000	\$75,000	\$150,000
Orange	CTCP-21-30	\$75,000	\$603,679	\$678,679
Placer	CTCP-21-31	\$75,000	\$75,000	\$150,000
Plumas	CTCP-21-32	\$75,000	\$75,000	\$150,000
Riverside	CTCP-21-33	\$75,000	\$373,943	\$448,943
Sacramento	CTCP-21-34	\$75,000	\$386,795	\$461,795
San Benito	CTCP-21-35	\$75,000	\$75,000	\$150,000
San Bernardino (CHC)	CTCP-21-36	\$75,000	\$514,303	\$589,303
San Diego	CTCP-21-37	\$75,000	\$704,590	\$779,590
San Francisco	CTCP-21-38	\$75,000	\$633,239	\$708,239
San Joaquin	CTCP-21-39	\$75,000	\$204,583	\$279,583
San Luis Obispo	CTCP-21-40	\$75,000	\$95,119	\$170,119
San Mateo	CTCP-21-41	\$75,000	\$171,321	\$246,321
Santa Barbara	CTCP-21-42	\$75,000	\$93,027	\$168,027
Santa Clara	CTCP-21-43	\$75,000	\$616,227	\$691,227
Santa Cruz	CTCP-21-44	\$75,000	\$90,572	\$165,572
Shasta	CTCP-21-45	\$75,000	\$75,000	\$150,000
Sierra	CTCP-21-46	\$75,000	\$75,000	\$150,000
Siskiyou	CTCP-21-47	\$75,000	\$75,000	\$150,000
Solano	CTCP-21-48	\$75,000	\$162,891	\$237,891
Sonoma	CTCP-21-49	\$75,000	\$188,509	\$263,509
Stanislaus	CTCP-21-50	\$75,000	\$150,303	\$225,303
Sutter	CTCP-21-51	\$75,000	\$75,000	\$150,000
Tehama	CTCP-21-52	\$75,000	\$75,000	\$150,000
Trinity	CTCP-21-53	\$75,000	\$75,000	\$150,000
Tulare	CTCP-21-54	\$75,000	\$161,758	\$236,758
Tuolumne	CTCP-21-55	\$75,000	\$75,000	\$150,000
Ventura	CTCP-21-56	\$75,000	\$181,778	\$256,778
Yolo	CTCP-21-57	\$75,000	\$75,000	\$150,000
Yuba	CTCP-21-58	\$75,000	\$75,000	\$150,000
		\$4,575,000	\$14,608,976	\$19,183,976

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 22/23**

LLA	Agreement	FY 22/23 Total Prop 99 @BA Jul 2022	FY 22/23 Total Prop 56 @BA Jul 2022	FY 22/23 TOTAL Prop 99+56 @BA Jul 2022
Alameda	CTCP-21-01	\$150,000	\$762,134	\$912,134
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$152,390	\$302,390
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$346,798	\$496,798
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$516,485	\$666,485
Glenn	CTCP-21-11	\$150,000	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$328,547	\$478,547
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$1,343,320	\$7,866,013	\$9,209,333
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$408,860	\$558,860
Madera	CTCP-21-20	\$150,000	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$199,995	\$349,995
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$300,000
Merced	CTCP 21-24	\$150,000	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$248,809	\$398,809
Napa	CTCP-21-28	\$150,000	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$300,000
Orange	CTCP-21-30	\$192,754	\$988,198	\$1,180,952
Placer	CTCP-21-31	\$150,000	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$612,128	\$762,128
Sacramento	CTCP-21-34	\$150,000	\$633,168	\$783,168
San Benito	CTCP-21-35	\$150,000	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$829,291	\$979,291
San Diego	CTCP-21-37	\$224,974	\$1,153,384	\$1,378,358
San Francisco	CTCP-21-38	\$202,192	\$1,036,586	\$1,238,778
San Joaquin	CTCP-21-39	\$150,000	\$334,893	\$484,893
San Luis Obispo	CTCP-21-40	\$150,000	\$155,705	\$305,705
San Mateo	CTCP-21-41	\$150,000	\$280,446	\$430,446
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$300,000
Santa Clara	CTCP-21-43	\$196,760	\$1,008,738	\$1,205,498
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$300,000
Shasta	CTCP-21-45	\$150,000	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$276,923	\$426,923
Sonoma	CTCP-21-49	\$150,000	\$320,475	\$470,475
Stanislaus	CTCP-21-50	\$150,000	\$246,040	\$396,040
Sutter	CTCP-21-51	\$150,000	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$264,791	\$414,791
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$297,563	\$447,563
Yolo	CTCP-21-57	\$150,000	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$300,000
		\$10,560,000	\$24,818,360	\$35,378,360

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 23/24**

LLA	Agreement	FY 23/24 Prop 99 @ BA Jul 2023	FY 23/24 Prop 56 (Estimate)	FY 23/24 Prop 56 Adjustment @ BA Jul 2023	FY 23/24 Prop 56 Total @ BA Jul 2023	FY 23/24 TOTAL Prop 99+56
Alameda	CTCP-21-01	\$150,000	\$584,302	\$248,112	\$832,414	\$982,414
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$150,000	\$11,694	\$161,694	\$311,694
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$279,186	\$94,333	\$373,519	\$523,519
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$0	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$415,790	\$140,491	\$556,281	\$706,281
Glenn	CTCP-21-11	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$264,492	\$89,369	\$353,861	\$503,861
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$150,000	\$6,303,191	\$2,180,463	\$8,483,654	\$8,633,654
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$329,148	\$111,215	\$440,363	\$590,363
Madera	CTCP-21-20	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$170,012	\$42,194	\$212,206	\$362,206
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced	CTCP-21-24	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$200,301	\$67,679	\$267,980	\$417,980
Napa	CTCP-21-28	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Orange	CTCP-21-30	\$150,000	\$795,536	\$268,803	\$1,064,339	\$1,214,339
Placer	CTCP-21-31	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$492,786	\$166,507	\$659,293	\$809,293
Sacramento	CTCP-21-34	\$150,000	\$509,724	\$172,230	\$681,954	\$831,954
San Benito	CTCP-21-35	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$686,912	\$198,649	\$885,561	\$1,035,561
San Diego	CTCP-21-37	\$150,000	\$928,518	\$313,735	\$1,242,253	\$1,392,253
San Francisco	CTCP-21-38	\$150,000	\$834,491	\$281,965	\$1,116,456	\$1,266,456
San Joaquin	CTCP-21-39	\$150,000	\$269,602	\$91,095	\$360,697	\$510,697
San Luis Obispo	CTCP-21-40	\$150,000	\$150,000	\$17,702	\$167,702	\$317,702
San Mateo	CTCP-21-41	\$150,000	\$225,770	\$76,285	\$302,055	\$452,055
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$14,015	\$164,015	\$314,015
Santa Clara	CTCP-21-43	\$150,000	\$812,072	\$274,390	\$1,086,462	\$1,236,462
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$9,686	\$159,686	\$309,686
Shasta	CTCP-21-45	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$235,406	\$58,425	\$293,831	\$443,831
Sonoma	CTCP-21-49	\$150,000	\$272,429	\$67,613	\$340,042	\$490,042
Stanislaus	CTCP-21-50	\$150,000	\$198,071	\$66,926	\$264,997	\$414,997
Sutter	CTCP-21-51	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$213,167	\$72,027	\$285,194	\$435,194
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$239,550	\$80,941	\$320,491	\$470,491
Yolo	CTCP-21-57	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$0	\$150,000	\$300,000
		\$9,150,000	\$21,110,456	\$5,216,544	\$26,327,000	\$35,477,000

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 24/25**

LLA	Agreement	FY 24/25 Prop 99 @BA Jul 2024	FY 24/25 Prop 56 @BA Jul 20024	FY 24/25 TOTAL Prop 99+56
Alameda	CTCP-21-01	\$150,000	\$432,535	\$582,535
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$150,000	\$300,000
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$221,483	\$371,483
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$329,854	\$479,854
Glenn	CTCP-21-11	\$150,000	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$209,827	\$359,827
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$150,000	\$4,969,439	\$5,119,439
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$261,119	\$411,119
Madera	CTCP-21-20	\$150,000	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$150,000	\$300,000
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$300,000
Merced	CTCP-21-24	\$150,000	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$158,902	\$308,902
Napa	CTCP-21-28	\$150,000	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$300,000
Orange	CTCP-21-30	\$150,000	\$631,113	\$781,113
Placer	CTCP-21-31	\$150,000	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$390,936	\$540,936
Sacramento	CTCP-21-34	\$150,000	\$404,373	\$554,373
San Benito	CTCP-21-35	\$150,000	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$565,401	\$715,401
San Diego	CTCP-21-37	\$150,000	\$736,610	\$886,610
San Francisco	CTCP-21-38	\$150,000	\$662,017	\$812,017
San Joaquin	CTCP-21-39	\$150,000	\$213,880	\$363,880
San Luis Obispo	CTCP-21-40	\$150,000	\$150,000	\$300,000
San Mateo	CTCP-21-41	\$150,000	\$179,107	\$329,107
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$300,000
Santa Clara	CTCP-21-43	\$150,000	\$644,231	\$794,231
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$300,000
Shasta	CTCP-21-45	\$150,000	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$200,081	\$350,081
Sonoma	CTCP-21-49	\$150,000	\$231,548	\$381,548
Stanislaus	CTCP-21-50	\$150,000	\$157,134	\$307,134
Sutter	CTCP-21-51	\$150,000	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$169,109	\$319,109
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$190,039	\$340,039
Yolo	CTCP-21-57	\$150,000	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$300,000
		\$9,150,000	\$17,958,738	\$27,108,738

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 25/26**

LLA	Agreement	FY 25/26 Prop 99	FY 25/26 Prop 56	FY 25/26 Prop 56 Adjustment	FY 25/26 Prop 56	FY 25/26 TOTAL Prop 99+56
		@BA Jul 2025	(Estimate)	@ BA Jul 2025	@ BA Jul 2025	@ BA Jul 2025
Alameda	CTCP-21-01	\$150,000	\$527,945	(\$95,397)	\$432,548	\$582,548
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$257,758	(\$36,270)	\$221,488	\$371,488
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$0	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$383,879	(\$54,018)	\$329,861	\$479,861
Glenn	CTCP-21-11	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$244,193	(\$34,362)	\$209,831	\$359,831
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$150,000	\$5,807,918	(\$838,368)	\$4,969,550	\$5,119,550
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$303,886	(\$42,761)	\$261,125	\$411,125
Madera	CTCP-21-20	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$160,523	(\$10,523)	\$150,000	\$300,000
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced	CTCP 21-24	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$184,928	(\$26,022)	\$158,906	\$308,906
Napa	CTCP-21-28	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Orange	CTCP-21-30	\$150,000	\$734,480	(\$103,352)	\$631,128	\$781,128
Placer	CTCP-21-31	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$454,965	(\$64,020)	\$390,945	\$540,945
Sacramento	CTCP-21-34	\$150,000	\$470,603	(\$66,220)	\$404,383	\$554,383
San Benito	CTCP-21-35	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$542,791	(\$76,379)	\$466,412	\$616,412
San Diego	CTCP-21-37	\$150,000	\$857,255	(\$120,628)	\$736,627	\$886,627
San Francisco	CTCP-21-38	\$150,000	\$770,445	(\$108,413)	\$662,032	\$812,032
San Joaquin	CTCP-21-39	\$150,000	\$248,910	(\$35,025)	\$213,885	\$363,885
San Luis Obispo	CTCP-21-40	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Mateo	CTCP-21-41	\$150,000	\$208,442	(\$29,331)	\$179,111	\$329,111
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Santa Clara	CTCP-21-43	\$150,000	\$749,746	(\$105,500)	\$644,246	\$794,246
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Shasta	CTCP-21-45	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$222,268	(\$22,187)	\$200,081	\$350,081
Sonoma	CTCP-21-49	\$150,000	\$257,225	(\$25,677)	\$231,548	\$381,548
Stanislaus	CTCP-21-50	\$150,000	\$182,869	(\$25,732)	\$157,137	\$307,137
Sutter	CTCP-21-51	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$196,807	(\$27,694)	\$169,113	\$319,113
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$221,164	(\$31,121)	\$190,043	\$340,043
Yolo	CTCP-21-57	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$0	\$150,000	\$300,000
		\$9,150,000	\$19,839,000	(\$1,979,000)	\$17,860,000	\$27,010,000

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**FY 26/27**

LLA	Agreement	FY 26/27 Prop 99  (Estimate)	FY 26/27 Prop 56  (Estimate)	FY 26/27 Prop 56 Adjustment @ BA Jul 2025 (Estimate)	FY 26/27 Prop 56  @ BA Jul 2025 (Estimate)	FY 26/27 TOTAL Prop 99+56  (Estimate)
Alameda	CTCP-21-01	\$150,000	\$527,945	(\$272,461)	\$255,484	\$405,484
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$257,758	(\$107,758)	\$150,000	\$300,000
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$0	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$383,879	(\$154,279)	\$229,600	\$379,600
Glenn	CTCP-21-11	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$244,193	(\$94,193)	\$150,000	\$300,000
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$150,000	\$5,807,918	(\$2,394,454)	\$3,413,464	\$3,563,464
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$303,886	(\$122,130)	\$181,756	\$331,756
Madera	CTCP-21-20	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$160,523	(\$10,523)	\$150,000	\$300,000
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced	CTCP-21-24	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$184,928	(\$34,928)	\$150,000	\$300,000
Napa	CTCP-21-28	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Orange	CTCP-21-30	\$150,000	\$734,480	(\$295,184)	\$439,296	\$589,296
Placer	CTCP-21-31	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$454,965	(\$182,848)	\$272,117	\$422,117
Sacramento	CTCP-21-34	\$150,000	\$470,603	(\$189,133)	\$281,470	\$431,470
San Benito	CTCP-21-35	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$542,791	(\$218,145)	\$324,646	\$474,646
San Diego	CTCP-21-37	\$150,000	\$857,255	(\$344,526)	\$512,729	\$662,729
San Francisco	CTCP-21-38	\$150,000	\$770,445	(\$309,638)	\$460,807	\$610,807
San Joaquin	CTCP-21-39	\$150,000	\$248,910	(\$98,910)	\$150,000	\$300,000
San Luis Obispo	CTCP-21-40	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Mateo	CTCP-21-41	\$150,000	\$208,442	(\$58,442)	\$150,000	\$300,000
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Santa Clara	CTCP-21-43	\$150,000	\$749,746	(\$301,319)	\$448,427	\$598,427
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Shasta	CTCP-21-45	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$222,268	(\$61,322)	\$160,946	\$310,946
Sonoma	CTCP-21-49	\$150,000	\$257,225	(\$70,967)	\$186,258	\$336,258
Stanislaus	CTCP-21-50	\$150,000	\$182,869	(\$32,869)	\$150,000	\$300,000
Sutter	CTCP-21-51	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$196,807	(\$46,807)	\$150,000	\$300,000
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$221,164	(\$71,164)	\$150,000	\$300,000
Yolo	CTCP-21-57	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$0	\$150,000	\$300,000
		\$9,150,000	\$19,839,000	(\$5,472,000)	\$14,367,000	\$23,517,000



**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) - FY 2026/27**

**TOTAL**

LLA	Agreement	FY 2021/22 (1/22-6/22) - FY 26/27 PROP 99 + PROP 56 TOTALS
Alameda	CTCP-21-01	\$4,022,328
Berkeley	CTCP-21-01A	\$1,650,000
Alpine	CTCP-21-02	\$1,650,000
Amador	CTCP-21-03	\$1,650,000
Butte	CTCP-21-04	\$1,678,723
Calaveras	CTCP-21-05	\$1,650,000
Colusa	CTCP-21-06	\$1,650,000
Contra Costa	CTCP-21-07	\$2,350,143
Del Norte	CTCP-21-08	\$1,650,000
El Dorado	CTCP-21-09	\$1,650,000
Fresno	CTCP-21-10	\$3,102,596
Glenn	CTCP-21-11	\$1,650,000
Humboldt	CTCP-21-12	\$1,650,000
Imperial	CTCP-21-13	\$1,650,000
Inyo	CTCP-21-14	\$1,650,000
Kern	CTCP-21-15	\$2,277,772
Kings (CHC)	CTCP-21-16	\$1,650,000
Lake	CTCP-21-17	\$1,650,000
Lassen	CTCP-21-18	\$1,650,000
Los Angeles	CTCP-21-19	\$36,538,683
Pasadena	CTCP-21-19B	\$1,653,655
Long Beach	CTCP-21-19A	\$2,627,991
Madera	CTCP-21-20	\$1,650,000
Marin	CTCP-21-21	\$1,804,842
Mariposa	CTCP-21-22	\$1,650,000
Mendocino	CTCP-21-23	\$1,650,000
Merced	CTCP-21-24	\$1,660,109
Modoc	CTCP-21-25	\$1,650,000
Mono	CTCP-21-26	\$1,650,000
Monterey	CTCP-21-27	\$1,961,592
Napa	CTCP-21-28	\$1,650,000
Nevada	CTCP-21-29	\$1,650,000
Orange	CTCP-21-30	\$5,225,507
Placer	CTCP-21-31	\$1,650,000
Plumas	CTCP-21-32	\$1,650,000
Riverside	CTCP-21-33	\$3,524,362
Sacramento	CTCP-21-34	\$3,617,143
San Benito	CTCP-21-35	\$1,650,000
San Bernardino (CHC)	CTCP-21-36	\$4,410,614
San Diego	CTCP-21-37	\$5,986,167
San Francisco	CTCP-21-38	\$5,448,329
San Joaquin	CTCP-21-39	\$2,302,938
San Luis Obispo	CTCP-21-40	\$1,693,526
San Mateo	CTCP-21-41	\$2,087,040
Santa Barbara	CTCP-21-42	\$1,682,042
Santa Clara	CTCP-21-43	\$5,320,091
Santa Cruz	CTCP-21-44	\$1,675,258
Shasta	CTCP-21-45	\$1,650,000
Sierra	CTCP-21-46	\$1,650,000
Siskiyou	CTCP-21-47	\$1,650,000
Solano	CTCP-21-48	\$2,119,753
Sonoma	CTCP-21-49	\$2,323,380
Stanislaus	CTCP-21-50	\$1,950,611
Sutter	CTCP-21-51	\$1,650,000
Tehama	CTCP-21-52	\$1,650,000
Trinity	CTCP-21-53	\$1,650,000
Tulare	CTCP-21-54	\$2,024,965
Tuolumne	CTCP-21-55	\$1,650,000
Ventura	CTCP-21-56	\$2,154,914
Yolo	CTCP-21-57	\$1,650,000
Yuba	CTCP-21-58	\$1,650,000
		\$167,675,074



Erica Pan, MD, MPH  
Director and State Public Health Officer

Gavin Newsom  
Governor

September 4, 2025

**TO:** LOCAL LEAD AGENCY (LLA) PROJECT DIRECTORS  
TOBACCO CONTROL EDUCATION PROGRAMS

**FROM:** CONTRACTS AND BUSINESS OPERATIONS SECTION  
CALIFORNIA TOBACCO PREVENTION PROGRAM (CTPP)

**SUBJECT:** PROGRAM LETTER 25-02  
PROPOSITION (PROP) 99 AND PROP 56  
PROSPECTIVE PAYMENT INVOICES (PPIs)  
FOR FIRST AND SECOND QUARTERS  
FUNDING PERIOD: JULY 1, 2025 THROUGH DECEMBER 31, 2025

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**Purpose:** Release the:

First quarter PPI (07/01/25 to 09/30/25) – Prop 99  
First quarter PPI (07/01/25 to 09/30/25) – Prop 56  
Second quarter PPI (10/01/25 to 12/31/25) – Prop 99  
Second quarter PPI (10/01/25 to 12/31/25) – Prop 56

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**Effective Date:** Immediately

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**Inclusions:** PPI-F25-Q1-P99 for Prospective Payment Period: 07/01/25 to 09/30/25 – Prop 99  
PPI-F25-Q1-P56 for Prospective Payment Period: 07/01/25 to 09/30/25 – Prop 56  
PPI-F25-Q2-P99 for Prospective Payment Period: 10/01/25 to 12/31/25 – Prop 99  
PPI-F25-Q2-P56 for Prospective Payment Period: 10/01/25 to 12/31/25 – Prop 56  
Page 5 of 7 of the Revised Appendix 2, California Tobacco Control Program, Local Lead Agency Allocation Table for Proposition 99 and Proposition 56 Funds, FY 2021/22 (01/22-06/22) – FY2026/27 (Dated 8/13/2025) released in CTPP Program Letter 25-01.

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**Required Action:** Ensure the PPIs are: (1) signed and dated by an authorized representative; and (2) submitted electronically via the Online Tobacco Information System (OTIS) Communication Log (Commlog).

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**Additional Information:** The attached LLA Allocation Table for FY 25/26 reflects the Prop 99 and Prop 56 adjustments identified in the FY 25/26 Budget Act, signed on June 27, 2025.

CTPP may delay processing your PPIs for any of the following reasons: (1) allocation agreement has not been signed/returned; (2) significant concerns about your comprehensive tobacco control plan for 2022-2027; (3) disapproved progress and/or cost reports; (4) unmet deliverables; and/or (5) unspent funds.

As a reminder:

- Funding is contingent upon available revenues and appropriations by the Legislature, State Budget, and any subsequent revisions.
- Per the 2022-2025, Local Lead Agency Allocation Agreement Terms and Conditions, Exhibit B, paragraph 7.A., Trust Account and Expenditure Provisions; the LLA annual allocations from Prop 99 and Prop 56 shall be deposited into separate interest-bearing, insured trust accounts in accordance with the LLA Administrative and Policy Manual.
- It is expected that LLAs liquidate their allocation using the first-in, first-out rule. This means the oldest funds are to be spent first (i.e., fiscal year [FY] 2023-24, then FY 2024-25, etc.). Prop 99 funds are to be liquidated before Prop 56 funds.

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**Contact Person For Further Information:** Your assigned CTPP PM.

**California Tobacco Control Program  
Local Lead Agency Allocation Table  
for Proposition 99 and Proposition 56 Funds  
FY 2021/22 (01/22-06/22) – FY 2026/27**

**FY 25/26**

LLA	Agreement	FY 25/26 Prop 99  @BA Jul 2025	FY 25/26 Prop 56  (Estimate)	FY 25/26 Prop 56 Adjustment  @ BA Jul 2025	FY 25/26 Prop 56  @ BA Jul 2025	FY 25/26 TOTAL Prop 99+56  @ BA Jul 2025
Alameda	CTCP-21-01	\$150,000	\$527,945	(\$95,397)	\$432,548	\$582,548
Berkeley	CTCP-21-01A	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-21-02	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Amador	CTCP-21-03	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Butte	CTCP-21-04	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Calaveras	CTCP-21-05	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Colusa	CTCP-21-06	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Contra Costa	CTCP-21-07	\$150,000	\$257,758	(\$36,270)	\$221,488	\$371,488
Del Norte	CTCP-21-08	\$150,000	\$150,000	\$0	\$150,000	\$300,000
El Dorado	CTCP-21-09	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Fresno	CTCP-21-10	\$150,000	\$383,879	(\$54,018)	\$329,861	\$479,861
Glenn	CTCP-21-11	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Humboldt	CTCP-21-12	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Imperial	CTCP-21-13	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Inyo	CTCP-21-14	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Kern	CTCP-21-15	\$150,000	\$244,193	(\$34,362)	\$209,831	\$359,831
Kings (CHC)	CTCP-21-16	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lake	CTCP-21-17	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-21-18	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Los Angeles	CTCP-21-19	\$150,000	\$5,807,918	(\$838,368)	\$4,969,550	\$5,119,550
Pasadena	CTCP-21-19B	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Long Beach	CTCP-21-19A	\$150,000	\$303,886	(\$42,761)	\$261,125	\$411,125
Madera	CTCP-21-20	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Marin	CTCP-21-21	\$150,000	\$160,523	(\$10,523)	\$150,000	\$300,000
Mariposa	CTCP-21-22	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mendocino	CTCP-21-23	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced	CTCP 21-24	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Modoc	CTCP-21-25	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Mono	CTCP-21-26	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Monterey	CTCP-21-27	\$150,000	\$184,928	(\$26,022)	\$158,906	\$308,906
Napa	CTCP-21-28	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Nevada	CTCP-21-29	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Orange	CTCP-21-30	\$150,000	\$734,480	(\$103,352)	\$631,128	\$781,128
Placer	CTCP-21-31	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-21-32	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Riverside	CTCP-21-33	\$150,000	\$454,965	(\$64,020)	\$390,945	\$540,945
Sacramento	CTCP-21-34	\$150,000	\$470,603	(\$66,220)	\$404,383	\$554,383
San Benito	CTCP-21-35	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Bernardino (CHC)	CTCP-21-36	\$150,000	\$542,791	(\$76,379)	\$466,412	\$616,412
San Diego	CTCP-21-37	\$150,000	\$857,255	(\$120,628)	\$736,627	\$886,627
San Francisco	CTCP-21-38	\$150,000	\$770,445	(\$108,413)	\$662,032	\$812,032
San Joaquin	CTCP-21-39	\$150,000	\$248,910	(\$35,025)	\$213,885	\$363,885
San Luis Obispo	CTCP-21-40	\$150,000	\$150,000	\$0	\$150,000	\$300,000
San Mateo	CTCP-21-41	\$150,000	\$208,442	(\$29,331)	\$179,111	\$329,111
Santa Barbara	CTCP-21-42	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Santa Clara	CTCP-21-43	\$150,000	\$749,746	(\$105,500)	\$644,246	\$794,246
Santa Cruz	CTCP-21-44	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Shasta	CTCP-21-45	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Sierra	CTCP-21-46	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Siskiyou	CTCP-21-47	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Solano	CTCP-21-48	\$150,000	\$222,268	(\$22,187)	\$200,081	\$350,081
Sonoma	CTCP-21-49	\$150,000	\$257,225	(\$25,677)	\$231,548	\$381,548
Stanislaus	CTCP-21-50	\$150,000	\$182,869	(\$25,732)	\$157,137	\$307,137
Sutter	CTCP-21-51	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tehama	CTCP-21-52	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Trinity	CTCP-21-53	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Tulare	CTCP-21-54	\$150,000	\$196,807	(\$27,694)	\$169,113	\$319,113
Tuolumne	CTCP-21-55	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Ventura	CTCP-21-56	\$150,000	\$221,164	(\$31,121)	\$190,043	\$340,043
Yolo	CTCP-21-57	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Yuba	CTCP-21-58	\$150,000	\$150,000	\$0	\$150,000	\$300,000
		\$9,150,000	\$19,839,000	(\$1,979,000)	\$17,860,000	\$27,010,000

**Local Lead Agency  
PROSPECTIVE PAYMENT INVOICE  
Proposition 99 Fund 0231**

1. **Inyo County Treasurer  
P.O. Box H  
Independence, CA 93526-0608**
2. **Allocation Agreement Number: CTCP-21-14**
3. **Prospective Payment Period: 07/01/25 to 09/30/25**
4. **Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of LLA Representative

\_\_\_\_\_  
Title

*Complete in Duplicate. Original to State. Agency retain one copy.*

---

**FOR STATE USE ONLY**

Paid from Prop 99 Fund 0231  
FY 2025-26 LLA Allocation  
**\$37,500.00**

Invoice No.: **PPI-F25-Q1-P99-CTCP-21-14**  
Program No.: 4045019  
Fi\$Cal ID No.: **8422**

COA: FY 25/26, 0231, 111, 2025, 4045019, 5440000, 5440000000, 51201

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of CTPP Representative

**Local Lead Agency  
PROSPECTIVE PAYMENT INVOICE  
Proposition 56 Fund 3322**

1. **Inyo County Treasurer  
P.O. Box H  
Independence, CA 93526-0608**
2. **Allocation Agreement Number: CTCP-21-14**
3. **Prospective Payment Period: 07/01/25 to 09/30/25**
4. **Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of LLA Representative

\_\_\_\_\_  
Title

*Complete in Duplicate. Original to State. Agency retain one copy.*

---

**FOR STATE USE ONLY**

Paid from Prop 56 Fund 3322  
FY 2025-26 LLA Allocation  
**\$37,500.00**

Invoice No.: **PPI-F25-Q1-P56-CTCP-21-14**  
Program No.: 4045  
Fi\$Cal ID No.: **8422**

COA: FY 25/26, 3322, 611, 2016, 4045, 5440000, 5440000000, 51218

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of CTPP Representative

**Local Lead Agency  
PROSPECTIVE PAYMENT INVOICE  
Proposition 99 Fund 0231**

1. **Inyo County Treasurer  
P.O. Box H  
Independence, CA 93526-0608**
2. **Allocation Agreement Number: CTCP-21-14**
3. **Prospective Payment Period: 10/01/25 to 12/31/25**
4. **Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of LLA Representative

\_\_\_\_\_  
Title

*Complete in Duplicate. Original to State. Agency retain one copy.*

---

**FOR STATE USE ONLY**

Paid from Prop 99 Fund 0231  
FY 2025-26 LLA Allocation  
**\$37,500.00**

Invoice No.: **PPI-F25-Q2-P99-CTCP-21-14**  
Program No.: 4045019  
Fi\$Cal ID No.: **8422**

COA: FY 25/26, 0231, 111, 2025, 4045019, 5440000, 5440000000, 51201

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of CTPP Representative

**Local Lead Agency  
PROSPECTIVE PAYMENT INVOICE  
Proposition 56 Fund 3322**

1. **Inyo County Treasurer  
P.O. Box H  
Independence, CA 93526-0608**
2. **Allocation Agreement Number: CTCP-21-14**
3. **Prospective Payment Period: 10/01/25 to 12/31/25**
4. **Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of LLA Representative

\_\_\_\_\_  
Title

*Complete in Duplicate. Original to State. Agency retain one copy.*

---

**FOR STATE USE ONLY**

Paid from Prop 56 Fund 3322  
FY 2025-26 LLA Allocation  
**\$37,500.00**

Invoice No.: **PPI-F25-Q2-P56-CTCP-21-14**  
Program No.: 4045  
Fi\$Cal ID No.: **8422**

COA: FY 25/26, 3322, 611, 2016, 4045, 5440000, 5440000000, 51218

I certify this claim is in all respects true, correct, and supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of CTPP Representative





# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • WILL WADELTON

DENELLE CARRINGTON  
INTERIM COUNTY ADMINISTRATIVE OFFICER

DARCY ISRAEL  
ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

February 3, 2026

Reference ID:  
2026-59

### Personal Services Contract - County Administrative Officer and Approval of Appointed Officials Resolution No. 2026-05 County Administrator - Personnel ACTION REQUIRED

#### ITEM SUBMITTED BY

Denelle Carrington, Assistant CAO, Keri Oney,  
Assistant Personnel Director

#### ITEM PRESENTED BY

Keri Oney, Assistant Personnel Director

#### RECOMMENDED ACTION:

- A) Appoint Jay David Fraser as the County Administrative Officer;
- B) Approve the contract between the County of Inyo and Jay David Fraser for the provision of personal services as the County Administrative Officer at Range 34, Step C \$19,661.29 per month effective February 3, 2026, and authorize the Chairperson to sign;
- C) Find that the best interest of the County will be served by waiving eligibility requirement set forth in Government Code Section 24001; and
- D) Approve Resolution No. 2026-05 titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California, Rescinding and Replacing Resolution 2024-46 and Setting Salary and/or Terms and Conditions of Employment for Appointed Officials Employed in the Several Offices or Institutions of the County of Inyo," and authorize the Chairperson to sign.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

Over the past several months, the County conducted an intensive, competitive nationwide search to fill the role of Interim County Administrative Officer. A panel appointed by your Board was tasked with reviewing and screening applications, conducting first-round interviews, and presenting a shortlist of qualified candidates to the Board.

- The panel reviewed 33 resumes, interviewed 10 candidates in the first round, and referred 6 candidates for interviews with your Board.
- Your Board then invited two finalists for in-person interviews on January 15 and 16, 2026.
- Following these interviews, your Board directed staff to enter negotiations with Jay David Fraser to serve as Interim County Administrative Officer.

Mr. Fraser brings extensive government experience. Most recently, he served as Interim County Manager for Adams County, Colorado. His previous roles include:

- Executive Director, Wyoming Association of Municipalities

- City Manager, Boulder City, Nevada
- City Administrator, Beloit, Kansas
- City Manager, Buchanan, Michigan
- Town Administrator, Milliken, Colorado

He also served on the Board of Directors for Nevada's National League of Cities.

At this time, Mr. Fraser does not hold permanent residency in Inyo County and is therefore not a registered voter in Inyo County. Given these circumstances, and considering the specialized qualifications and experience required for this interim role, waiving this requirement and proceeding with this contract serves the best interest of the County.

The contract before your Board outlines the terms and conditions of Mr. Fraser's service as Inyo County Administrative Officer.

The resolution presented for consideration and approval in this item updates only the salary section of the previously approved resolution. All other provisions remain consistent with prior resolutions and are unchanged.

The updated salary section:

- Defines the salary grade and starting salary for each classification represented in the resolution.
- References the publicly available salary schedule to indicate the full salary range for each classification.
- Ensures transparency and alignment with the organization's established compensation framework.

This update provides a more accurate representation of the available pay for each classification and eliminates the need to amend the resolution whenever there is a change in an individual's salary step. By referencing the official salary schedule, the resolution maintains flexibility and accuracy without requiring frequent updates.

#### **FISCAL IMPACT:**

<b>Funding Source</b>	General Fund	<b>Budget Unit</b>	010200
<b>Budgeted?</b>	Yes	<b>Object Code</b>	All Salary and Benefit codes
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
Up to \$129,043 for the period between February 3, 2026, and June 30, 2026
<b>Future Fiscal Year Impacts</b>
Up to \$306,257 for the period between July 1, 2026, and June 30, 2027
<b>Additional Information</b>

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

Your Board could choose not to approve this contract and re-negotiate the terms and conditions, or the Department would continue to recruit to fill the vacancy.

**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

**STRATEGIC PLAN ALIGNMENT:**

**High Quality Services** | Quality County Employees

**High Quality Services** | High-Quality County Government Services

**APPROVALS:**

Keri Oney	Created/Initiated - 01/23/2026
Darcy Israel	Approved - 01/23/2026
Keri Oney	Approved - 01/23/2026
Denelle Carrington	Approved - 01/23/2026
Amy Shepherd	Approved - 01/23/2026
John Vallejo	Approved - 01/26/2026
Denelle Carrington	Final Approval - 01/27/2026

**ATTACHMENTS:**

1. J.D. Fraser Contract
2. Appointed Officials Resolution No. 2026-05



**AGREEMENT BETWEEN COUNTY OF INYO  
AND JAY DAVID FRASER  
FOR THE PROVISION OF PERSONAL SERVICES  
AS COUNTY ADMINISTRATIVE OFFICER**

**INTRODUCTION**

WHEREAS, the Board of Supervisors engaged in a recruitment for an Interim County Administrative Officer to assist the County during a transitional period in the County administration and to help recruit for a permanent County Administrative Officer;

WHEREAS, Jay David Fraser (hereinafter referred to as "Officer") will be duly appointed as County Administrative Officer for Inyo County through the approval of this Agreement; and

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

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

**TERMS AND CONDITIONS**

**1. SCOPE OF WORK.**

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

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

**2. TERM.**

The term of this Agreement shall be from February 3, 2026, until terminated as provided below.

**3. CONSIDERATION.**

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

B. Travel and Per Diem. Officer shall be entitled to Travel and Per Diem pursuant to the County's Travel Policy, except that Officer may be eligible for mileage reimbursement if authorized to use a personal vehicle for business purposes, but shall not be eligible to receive mileage reimbursement if Officer receives a vehicle allowance.

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

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

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

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

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

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

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

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

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

#### **7. COUNTY PROPERTY.**

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

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

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

County shall provide workers' compensation coverage to Officer for all acts performed in the course and scope of providing the services described in Attachment A to this Agreement. In the event a claim is made

by Officer for injuries received in the course and scope of providing such services, County's liability shall be limited to workers' compensation benefits payable under the California Labor Code.

**9. STATUS OF OFFICER.**

All acts of Officer relating to the performance of this Agreement shall be performed by Officer as the County Administrative Officer of the County. Officer has no authority to bind, incur any obligation on behalf of, or exercise any right of power vested in, the County, except as expressly provided by law or set forth in Attachment A.

**10. DEFENSE AND INDEMNIFICATION.**

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

**11. TERMINATION.**

Given the Interim nature of this appointment, Officer's services under this Agreement may be terminated by County without cause, and at will, for any reason by giving to Officer thirty (30) days written notice of such intent to terminate.

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

**12. ASSIGNMENT.**

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

**13. NONDISCRIMINATION.**

Officer agrees to comply with various provisions of the federal, state, and county statutes, laws, and ordinances applicable to the County, and providing that no person in the United States shall, on the grounds of race, color, religion, ancestry, sex, age, physical handicap, or national origin, be subjected to discrimination.

**14. CONFIDENTIALITY.**

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

**15. CONFLICTS.**

Officer agrees that Officer has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement. Officer agrees to complete and file appropriate conflict of interest statements.

**16. POST AGREEMENT COVENANT.**

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

**17. AMENDMENT.**

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

**18. NOTICE.**

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

**County of Inyo**

County Administrator	Department
P.O. Drawer N	Mailing Address
Independence, CA 93526	City and State

**Officer**

Jay David Fraser	Name
On File	Mailing Address
On File	City and State

**19. ENTIRE AGREEMENT.**

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

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**AGREEMENT BETWEEN COUNTY OF INYO  
AND JAY DAVID FRASER  
FOR THE PROVISION OF PERSONAL SERVICES  
AS COUNTY ADMINISTRATIVE OFFICER**

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS  
3RD DAY OF FEBRUARY, 2026.

**COUNTY OF INYO**

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

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

**OFFICER**

By: Jay David Fraser  
\_\_\_\_\_  
Print or Type Name

Jay David Fraser  
Jay David Fraser (Jan 23, 2026 09:23:45 MST)  
\_\_\_\_\_  
Signature

Dated: 01/23/2026  
\_\_\_\_\_

APPROVED AS TO FORM AND  
LEGALITY:

John-Carl Vallejo  
\_\_\_\_\_  
County Counsel

APPROVED AS TO ACCOUNTING  
FORM:

Kortni Girardin  
Kortni Girardin (Jan 23, 2026 12:51:40 PST)  
\_\_\_\_\_  
County Auditor

APPROVED AS TO PERSONNEL  
REQUIREMENTS:

K. Oney  
\_\_\_\_\_  
Personnel Services

**ATTACHMENT A**

**AGREEMENT BETWEEN COUNTY OF INYO  
AND JAY DAVID FRASER  
FOR THE PROVISION OF PERSONAL SERVICES  
AS COUNTY ADMINISTRATIVE OFFICER**

**TERM:**

**FROM: FEBRUARY 3, 2026**

**TO: TERMINATION**

**SCOPE OF WORK:**

Officer shall perform the duties as defined in the Inyo County job description for County Administrative Officer incorporated herein by this reference and as defined in the Inyo County Code and California Government Code.

**ATTACHMENT B**

**AGREEMENT BETWEEN COUNTY OF INYO  
AND JAY DAVID FRASER  
FOR THE PROVISION OF PERSONAL SERVICES  
AS COUNTY ADMINISTRATIVE OFFICER**

**TERM:**

**FROM: FEBRUARY 3, 2026**

**TO: TERMINATION**

**SCHEDULE OF FEES:**

1. After commencing employment, Officer shall be compensated at Grade 34 Step C and be paid \$19,661.29 per month and shall be paid every two weeks on County paydays. No additional salary compensation increases or changes are provided for in this Agreement.
2. Except as otherwise provided in this contract, Officer Services shall be compensated and receive benefits according to Inyo County Resolution Number 2024-46 or a successor resolution applicable to Appointed Officers.
3. Notwithstanding any Personnel rules to the contrary, Officer shall be credited with forty (40) hours of vacation leave upon the first day of Officer's employment.
4. Officer shall be provided a \$15,000.00 Relocation Stipend that shall be issued within five (5) days of Officer's first day of employment.
5. County will provide and maintain a motor vehicle for Officer's exclusive use as required by his twenty-four-hour emergency and professional response requirements within the County; vehicle may only be used for business purposes according to Inyo County policy and may be stored at Officer's residence.
6. The provisions of this Attachment B shall prevail over any contrary provision in any applicable County personnel policy or rule.

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

RESOLUTION NO. 2026-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS, COUNTY OF INYO,  
STATE OF CALIFORNIA, RESCINDING AND REPLACING RESOLUTION 2024-46  
AND SETTING SALARY AND/OR TERMS AND CONDITIONS OF EMPLOYMENT  
FOR APPOINTED OFFICIALS EMPLOYED IN THE SEVERAL OFFICES OR  
INSTITUTIONS OF THE COUNTY OF INYO**

WHEREAS, the Board of Supervisors, pursuant to Government Code section 25300, shall prescribe the compensation of all county officers and shall provide for the number, compensation, tenure, appointment and conditions of employment of all County employees; and

WHEREAS, Appointed Officials are employees of the County of Inyo; and

WHEREAS, the Board of Supervisors desires to prescribe the compensation, tenure, appointment and/or conditions of employment for Appointed Officials;

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby rescinds Resolution 2024-46;

BE IT FURTHER RESOLVED that the compensation, tenure, appointment, terms and conditions of employment for Appointed Officials shall be as set forth in the Articles below:

BE IT FURTHER RESOLVED that the compensation, tenure, appointment and conditions of employment for the following Appointed Officials shall be as set forth in the Articles below:

AGRICULTURAL COMMISSIONER AND DIRECTOR OF WEIGHTS AND MEASURES AND COUNTY PESTICIDE USE ENFORCEMENT OFFICER
CHILD SUPPORT DIRECTOR
COUNTY ADMINISTRATIVE OFFICER
COUNTY COUNSEL
ENVIRONMENTAL HEALTH DIRECTOR
HEALTH AND HUMAN SERVICES DIRECTOR
PLANNING DIRECTOR
PROBATION CHIEF OFFICER
PUBLIC WORKS DIRECTOR
WATER DIRECTOR

**ARTICLE 1. RECOGNITION**

The County of Inyo (hereinafter called the “County”) has recognized employee bargaining units for the purpose of meeting its obligations under the Meyers-Milias-Brown Act, Government Code Section 3500, et seq. This Resolution applies to Appointed Officials not represented by any employee bargaining unit. This Resolution applies to those positions listed above.

Persons in these positions are hereinafter referred to as “Appointed Officials”.

## **ARTICLE 2. EFFECT OF PRIOR RESOLUTIONS**

This Resolution supersedes all prior Resolutions regarding Appointed Officials covered by this Resolution to the extent they are inconsistent herewith.

## **ARTICLE 3. NON-DISCRIMINATION**

**Section 1.** The County will recognize and will protect the rights of all employees hereby to join and/or participate in protected bargaining unit activities, or to refrain from joining or participating in protected activities, in accordance with Government Code sections 3500 to 3511.

**Section 2.** Appointed Officials shall not discriminate against any employee because of race, color, sex, age, national origin, ancestry, political or religion or religious creed, marital status, physical or mental disability, medical condition or sexual orientation.

**Section 3.** Whenever the masculine gender is used in this Resolution, it shall be understood to include the feminine gender.

## **ARTICLE 4. WORKDAY AND WORKWEEK**

The County-designated standard workweek begins at 0001 hours each Thursday and ends at 2400 hours the following Wednesday (one minute after 12 midnight Thursday through 12 midnight on Wednesday).

- a. The Obligation of Appointed Officials is to perform the services and work required by his/her position within the County. The performance of these services and work will require a varied schedule. In planning their work schedule, Appointed Officials will coordinate and make arrangement to fulfill the requirements of the services and work which are necessary.
- b. Appointed Officials on an eight-hour daily work schedule will generally work five consecutive days, with two consecutive days off.
- c. Appointed Officials on a four-day, ten hour per day work schedule will generally work four consecutive days with three consecutive days off.

## **ARTICLE 5. OVERTIME AND COMPENSATORY TIME**

Appointed Officials are FSLA Exempt employees and shall not be paid or provided compensatory time for overtime worked.

## **ARTICLE 6. STANDBY AND CALL-OUT COMPENSATION**

Appointed Officials are FSLA Exempt employees and shall not be paid or provided compensatory time for standby or callout.

## **ARTICLE 7. SALARIES**

- a. Salaries: Subject to the terms and conditions of their respective employment agreements, Appointed Officials shall be paid a monthly salary as listed below, subject to the salary step increases set forth in the publicly available pay schedule maintained by the County on its website <https://www.inyocounty.us/icContent/salaryTable/>
- b. All salaries shall be adjusted annually on the first full pay period following July 1 by the Cost of Living. Cost of Living shall be determined by the March-to-March change in the BLS (Bureau of Labor Statistics) Riverside – San Bernardino – Ontario Price Index Urban Wage Earners and Clerical Workers. The COLA will be no less than 0% and no more than 4% of the Urban Wage Earners and Clerical Workers.

<b>TITLE</b>	<b>GRADE &amp; STARTING SALARY</b>
AGRICULTURAL COMMISSIONER AND DIRECTOR OF WEIGHTS AND MEASURES AND COUNTY PESTICIDE USE ENFORCEMENT OFFICER	26 (\$12,195.45)
CHILD SUPPORT DIRECTOR	26 (\$12,195.45)
COUNTY ADMINISTRATIVE OFFICER	34 (\$18,018.22)
COUNTY COUNSEL	32 (\$16,343.06)
ENVIRONMENTAL HEALTH DIRECTOR	26 (\$12,195.45)
HEALTH AND HUMAN SERVICES DIRECTOR	28 (\$13,445.47)
PLANNING DIRECTOR	26 (\$12,195.45)
PROBATION CHIEF OFFICER	26 (\$12,195.45)
PUBLIC WORKS DIRECTOR	28 (\$13,445.47)
WATER DIRECTOR	26 (\$12,195.45)

- c. Longevity Pay: The County shall extend to Appointed Officials the same Longevity Pay as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Longevity Pay for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.
- d. Bi-Weekly Pay period: Employees covered by this Agreement shall be paid bi-weekly (every other Friday).

## **ARTICLE 8. CLOTHING/UNIFORM ALLOWANCE**

The County shall extend to Appointed Officials a \$250.00 annual Clothing Allowance. Annual payments will be made at the time of this resolution's approval and subsequently during the first pay period in July each year. For newly hired Appointed Officials, the Clothing Allowance will be paid during their first pay period of employment and then in the first pay period of July in subsequent years. The Clothing Allowance is taxable as required by law and is not reportable as compensation to CalPERS.

## **ARTICLE 9. HEALTHCARE BENEFITS**

The County shall extend to Appointed Officials, excluding the Chief Probation Officer, the same Healthcare Benefits provided to members of the Inyo County Employee Association (ICEA). Any future changes or enhancements to Healthcare Benefits for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

The County shall extend to the Chief Probation Officer the same Insurance Benefits provided to members of the Inyo County Probation Peace Officers Association (ICPPOA). Any future changes or enhancements to Insurance Benefits for ICPPOA members shall automatically apply to the Chief Probation Officer on an equivalent basis, unless otherwise specified by the County.

## **ARTICLE 10. FLEXIBLE BENEFIT PROGRAM**

The County shall extend to Appointed Officials the same Flexible Benefit Program as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Flexible Benefit Program for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

## **ARTICLE 11. SHORT-TERM DISABILITY PROGRAM**

The County shall extend to Appointed Officials the same Short-Term Disability Program as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Short-Term Disability Program for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

## **ARTICLE 12. DEFERRED COMPENSATION**

County will provide deferred compensation programs for Appointed Officials.

## **ARTICLE 13. SICK LEAVE**

- a. Each employee shall accrue sick leave. There is no limit on the amount of sick leave that may be accrued.
- b. Any employee who retires from the County may donate sick leave to an available sick leave bank, without complying with any donation limits.
- c. Appointed Officials may donate directly to an employee. Appointed Officials may only donate 80 hours per calendar year.

#### **ARTICLE 14. VACATION LEAVE**

The County shall extend to the Appointed Officials the same Vacation Leave benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Vacation Leave benefits for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

#### **ARTICLE 15. FLEXIBLE & ADMINISTRATIVE LEAVE**

The County shall extend to Appointed Officials the same Flexible Leave benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Flexible Leave benefits for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

Appointed Officials are entitled to eighty (80) paid administrative hours off every fiscal year. The administrative leave hours shall not accumulate and will be lost if not utilized during the fiscal year. The administrative leave shall have no cash value. For the first fiscal year of a new employment Agreement, Appointed Officials shall have the current balance of administrative hours, if any, roll over from their current position, and any other expiring leave shall be similarly rolled over. In no event shall Appointed Officials be entitled to more than eighty (80) paid administrative hours in any given year regardless of a change in position within, or a new contract with, the County. Paid administrative leave shall be prorated in a manner consistent with Flexible Leave benefits.

#### **ARTICLE 16. HOLIDAYS**

- a. The County shall extend to Appointed Officials the same Recognized Holiday as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Recognized Holiday for ICEA members shall automatically apply to Appointed Officials.
- b. Appointed Officials who work on a County Holiday shall not receive any additional pay, overtime, or compensatory time.

#### **ARTICLE 17. RETIREMENT PROVISIONS**

The County shall extend to Appointed Officials the same Retirement Provisions as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Retirement Provisions for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

#### **ARTICLE 18. PERSONNEL RULES/RESOLUTION AND CONTRACT CONFLICTS**

The Personnel Rules are hereby incorporated by reference.

In the event of a conflict between the Personnel Rules and Articles of this Resolution, this Resolution shall prevail.



In the event of a conflict between the Personnel Rules and an employment agreement between the County and an employee covered by this Resolution, the employment agreement shall prevail.

In the event of a conflict between this Resolution and an employment agreement between the County and an employee covered by this Resolution, the employment agreement shall prevail.

#### **ARTICLE 19. EMPLOYEE ASSISTANCE PROGRAM**

The County will provide an Employee Assistance Program to Appointed Officials.

#### **ARTICLE 20. PERFORMANCE EVALUATIONS**

The County shall extend to Appointed Officials the same Performance Evaluation procedures and criteria as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Performance Evaluation processes for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

#### **ARTICLE 21. DRUG-FREE WORKPLACE/DOT DRUG TESTING POLICY**

The County will enforce its Alcohol and Drug Abuse policy.

The County will enforce the Alcohol Policy pursuant to the Department of Transportation Regulations as amended in accordance with law.

#### **ARTICLE 22. EMPLOYEE TRAINING AND TUITION ASSISTANCE PROGRAM POLICY**

The County shall extend to Appointed Officials the same Employee Training and Tuition Assistance benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Employee Training and Tuition Assistance Program for ICEA members shall automatically apply to Appointed Officials on an equivalent basis, unless otherwise specified by the County.

#### **ARTICLE 23. SMOKING**

There shall be no smoking, vaping, or chewing of tobacco in any County facility, or County vehicle. Smoking or vaping on County property shall only be allowed in designated smoking areas.

**ARTICLE 24. MISTAKEN OVERPAYMENTS**

Should any Appointed Official be overpaid due to any mistake or inadvertence, the County may recover the amount of overpayment by subsequent unilateral deductions from the pay of the Official in question up the amount of overpayment. However, not more than 10% of any such Official's net pay shall be deducted from any one paycheck for this purpose. Notwithstanding this, Official will have the option of additional amounts being deducted from any one paycheck.

**ARTICLE 25. EMERGENCY WAIVER**

In the event of circumstances beyond the control of the County, such as acts of God, fire, flood, insurrection, civil disorder, national emergency, or similar circumstances, if the Chief Administrative Officer or his designee so declares, any provisions of this Resolution, which restricts the County's ability to respond to these emergencies, shall be suspended for the duration of such emergency. After the emergency is declared over, the affected Appointed Official may meet with the County regarding the impact caused by the suspension of these provisions of this Resolution or any Personnel Rules and Policies.

**ARTICLE 26. SEPARABILITY**

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

This Resolution shall be in full force and effect from now until amended or rescinded.

PASSED AND ADOPTED this 3rd day of February 2026 by the following vote of the Inyo County Board of Supervisors:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Trina Orrill  
Chairperson, Inyo County Board of Supervisors

Attest: Denelle Carrington  
Clerk of the Board

BY: \_\_\_\_\_  
Darcy Ellis, Assistant Clerk of the Board

**Commissioners**

**Erika Zavaleta**, President  
Santa Cruz

**Samantha Murray**, Vice President  
La Jolla

**Jacque Hostler-Carmesin**, Member  
McKinleyville

**Eric Sklar**, Member  
Saint Helena

**Darius W. Anderson**, Member  
Kenwood

STATE OF CALIFORNIA  
Gavin Newsom, Governor

**Fish and Game Commission**



*Wildlife Heritage and Conservation  
Since 1870*

**Melissa A. Miller-Henson**  
**Executive Director**  
P.O. Box 944209  
Sacramento, CA 94244-2090  
(916) 653-4899  
[fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov)  
[www.fgc.ca.gov](http://www.fgc.ca.gov)

**Meeting Agenda  
February 11-12, 2026**

**California Natural Resources Headquarters Building  
715 P Street, Second Floor  
Sacramento, CA 95814**

Join us in person in Sacramento to provide public comment or observe the meeting.

**Options for Remote Public Comment via Zoom or Phone**

To join the meeting remotely via Zoom (video and audio), click directly on the meeting link at <https://us02web.zoom.us/j/83793969599>. You can access detailed instructions for joining by phone or Zoom by clicking [here](#) or visit the Commission meetings page at [fgc.ca.gov/meetings](http://fgc.ca.gov/meetings); for instructions on how to join by phone (audio only), refer to Option 3.

The Commission will make a reasonable effort to provide the public additional opportunities to observe or provide comment in the meeting through the Zoom webinar platform by computer, mobile device, or telephone connections. However, the Commission cannot guarantee the accessibility or functionality of the remote connection options. Should technical issues affect remote attendee access or webinar quality, an attempt will be made to resolve them; however, the meeting will continue with in-person attendees.

**Option for Remote Observation Without Public Comment**

To watch or listen only on the day of the meeting visit <http://www.fgc.ca.gov> (link is on the right side of the page). The Commission will make a reasonable effort to live-stream the meeting to allow the public to observe the meeting from a remote location without providing comments. However, the Commission cannot guarantee the accessibility or functionality of the webcast.

- Notes:**
- (1) See important meeting deadlines and procedures, including written public comment deadlines, starting on page 13.**
  - (2) Unless otherwise indicated, the California Department of Fish and Wildlife is identified as Department.**
  - (3) All section and subsection references are to Title 14 of the California Code of Regulations (CCR), unless otherwise noted.**

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**Call to order and roll call to establish a quorum**

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1. **Consider approving agenda and order of items**

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**Commission Elections and Committee Assignments**

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2. **Election of Commission president and vice president**

The commissioners annually elect one of their number as a president and one as a vice president, by a concurrent vote of at least three commissioners.  
(Pursuant to Section 102, California Fish and Game Code)

3. **Committee assignments**

The Commission forms three committees from its membership, consisting of at least one or up to two commissioners: Marine Resources Committee, Wildlife Resources Committee, and Tribal Committee.  
(Pursuant to sections 105, 106 and 106.5, California Fish and Game Code)

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**General Public Comment**

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4. **General public comment for items not on the agenda**

Receive public comment regarding topics within the Commission's authority that are not included on the agenda.

Note: The Commission may not discuss or take action on any matter raised during this item, except to decide whether to place the matter on the agenda of a future meeting (sections 11125 and 11125.7(a), Government Code).

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**Consent Items**

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Note: Items on the consent calendar are expected to be routine and non-controversial. After any public comment, the Commission will consider approving items on the consent calendar in a single vote without discussion. The presiding commissioner may choose to remove any item from the consent calendar and allow a separate discussion and potential action on that item in response to a request by a Commission member, staff, or an interested person.

5. **Southern resident killer whale (consent)**

Consider approving the Department's request for a 30-day extension to review the petition to list southern resident killer whale (*Orcinus orca*) as an endangered species under the California Endangered Species Act.  
(Pursuant to subdivision 2073.5(b), California Fish and Game Code)

6. **Recreational take of rockfish, cabezon, greenling, and lingcod regular rulemaking (consent)**

Consider adopting proposed amendments to regulations regarding recreational take of rockfish, cabezon, greenling and lingcod, and consider taking final action under the California Environmental Quality Act.  
(Amend sections 1.91, 27.25, 27.30, 27.35, 27.40 and 28.55)

7. **Commercial coonstripe shrimp fishery regular rulemaking (consent)**  
Discuss and potentially adopt proposed amendments to regulations for the commercial coonstripe shrimp fishery.  
(Amend sections 180.15, 180.2 and 180.5)
8. **Processing and donating sport-caught fish (consent)**  
Discuss and potentially adopt proposed amendments to regulations for processing and donating sport-caught fish.  
(Amend Section 231)
9. **Regulation change petitions (marine) (consent)**  
(Pursuant to Section 662)
  - (A) ***Petitions for action today***  
Consider whether to grant, deny, or refer for additional review, petitions for regulation change received at previous meetings. Petitions granted today will be added to the Commission's rulemaking calendar for development and future consideration.
    - I. *Petition 2025-18: Request to restrict recreational hoop net deployment and retrieval north of Point Arguello to the period between sunrise and sunset only*
  - (B) ***New petitions***  
Receive new petitions for regulation change.  
*Consideration of new petitions (whether to grant, deny, or refer for additional review) is currently scheduled for the April 15-16, 2026 Commission meeting.*
  - (C) ***Referred petitions***  
Receive public comments on petitions previously referred by the Commission to staff, legal counsel, a Commission committee, and/or the Department for review and recommendation.  
*Commission action on any referred petition will be scheduled for discussion and consideration once a recommendation is received.*
10. **Non-regulatory requests from previous meetings (marine) (consent)**  
Consider and potentially act on non-regulatory requests submitted by members of the public at previous meetings.

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## Discussion and Action Items

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11. **Commission executive director and Department reports**  
Receive updates on items of note since the previous Commission meeting.
  - (A) ***Commission executive director***
    - I. 2025 Year in Review
    - II. Commission justice, equity, diversity and inclusion plan
  - (B) ***Department director and Law Enforcement Division***

**12. Experimental fishing permit (EFP) major amendment requests**

Receive, consider, and act upon major amendment requests for three previously approved EFPs.

(Pursuant to Section 91)

- (A) Consider approving a major amendment to an EFP (Commission tracking ID #2023-01) approved to conduct exploratory fishing for brown box crab and California king crab using “on-demand” pop-up fishing gear systems.
- (B) Consider approving a major amendment to an EFP (Commission tracking ID #2023-02) approved to test pop-up gear in the Dungeness and rock crab fisheries.
- (C) Consider approving a major amendment to an EFP (Commission tracking ID #2023-04) approved to test longlining traditional gear in the California Dungeness crab fishery.

**13. Committee and Department reports**

(A) ***Tribal Committee***

Discuss referred topics and consider revisions to topics and timing. Consider approving draft agenda topics for the next committee meeting, to be held on April 14, 2026.

(B) ***Marine Resources Committee***

Discuss referred topics and consider revisions to topics and timing. Consider approving draft agenda topics for the next committee meeting to be held on March 12, 2026.

(C) ***Department Marine Region***

Receive updates on items of note since the previous Commission meeting.

- I. Update on actions taken by the Department director to lift the closure of the recreational Dungeness crab fishery due to public health hazard from domoic acid in waters from the southern boundary of the Reading Rock marine protected areas (41° 17.6' N. latitude) to Cape Mendocino (40° 10.0' N. latitude).

**Recess**

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## Call to Order/Roll Call to Establish Quorum

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### Consent Items

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Note: Items on the consent calendar are expected to be routine and non-controversial. After any public comment, the Commission will consider approving items on the consent calendar in a single vote without discussion. The presiding commissioner may choose to remove any item from the consent calendar and allow a separate discussion and potential action on that item in response to a request by a Commission member, staff, or an interested person.

#### 14. Regulation change petitions (wildlife and inland fisheries) (consent)

(Pursuant to Section 662)

(A) ***Petitions for action today***

Consider whether to grant, deny, or refer for additional review, petitions for regulation change received at previous meetings. Petitions granted today will be added to the rulemaking calendar for development and future consideration.

I. *Petition 2025-16: Request to update regulations for coyotes in urban cities*

(B) ***New petitions***

Receive new petitions for regulation change.

*Consideration of new petitions (whether to grant, deny, or refer for additional review) is currently scheduled for the April 15-16, 2026 Commission meeting.*

(C) ***Referred petitions***

Receive comments on petitions previously referred by the Commission to staff, legal counsel, a Commission committee, or the Department for review and recommendation.

*Commission action on any referred petition will be scheduled for consideration once a recommendation is received.*

#### 15. Non-regulatory requests from previous meetings (wildlife and inland fisheries) (consent)

Consider and potentially act on non-regulatory requests submitted by members of the public at previous meetings.

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### Discussion and Action Items

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#### 16. Committee and Department reports

(A) ***Wildlife Resources Committee***

Receive a summary and recommendations from the January 13, 2026 committee meeting, potentially act on the recommendations, discuss referred topics, and consider revisions to topics and timing.

(B) ***Department Wildlife and Fisheries Division, and Department Ecosystem Conservation Division***

Receive updates from Department divisions on items of note since the previous Commission meeting.

**17. Mountain lion**

Consider and potentially act on the petition, the Department's status review report, and comments received to determine whether listing the southern California/central coast evolutionarily significant unit of mountain lion (*Puma concolor*) as endangered under the California Endangered Species Act is warranted.

(Pursuant to sections 2075 and 2075.5, California Fish and Game Code)

**18. Providing Water for Fish and Wildlife and Their Habitats**

Receive and discuss presentation from the California Department of Water Resources regarding actions it has taken, or will consider in the near future, to contribute clean and cold water to California's rivers and streams, and to help ensure healthy habitats for the state's fish and wildlife.

**19. Inland sport fishing**

**(A) Central Valley (annual)**

Consider authorizing publication of notice of intent to amend Central Valley sport fishing regulations.

(Amend subsections 7.40(b)(4), (b)(43), (b)(66) and (b)(80))

**(B) Klamath River Basin (annual)**

Consider authorizing publication of notice of intent to amend Klamath River Basin sport fishing regulations related to Chinook salmon.

(Amend subsection 7.40(b)(50)).

**20. Waterfowl hunting**

Discuss proposed amendments to regulations for waterfowl hunting.

(Amend Section 502)

**21. Bighorn sheep hunting**

Discuss proposed amendments to regulations for bighorn sheep hunting.

(Amend Section 362)

**22. Pronghorn antelope hunting**

Discuss proposed amendments to regulations for pronghorn antelope hunting.

(Amend Section 363)

**23. Elk hunting**

Discuss proposed amendments to regulations for elk hunting and consider authorizing staff to provide public notice of sufficiently related changes.

(Amend sections 353, 364, 364.1, 555 and 555.1)

**24. Black bear hunting**

Discuss proposed amendments to regulations for black bear hunting.

(Amend sections 365, 366 and 708.12)

**25. Commission administrative items**

**(A) Legislative report**

Receive updates on state and federal legislation and regulatory activity, and consider providing direction to staff on potential actions.



(B) ***Rulemaking timetable updates***

Review and consider approving changes to the perpetual timetable for anticipated regulatory actions.

(C) ***Future meetings and new business***

Review logistics and approve draft agenda items for the next Commission meetings (April 15-16, April 21, May 5, May 6, and May 19). Consider any changes to previously approved meeting dates or locations, and introduce any new business for inclusion on a future meeting agenda.

- I. Discuss proposed expansion of May 5 meeting focused on marine protected areas to May 5-6, and to consolidate with the May 6 teleconference agenda items (adoption hearings for Central Valley and Klamath River Basin annual sport fishing rulemakings)
- II. Discuss proposed change to the December 2026 Commission meeting date from December 16-17 to December 15-16 (Tuesday/Wednesday), and proposed change to the December 2026 Tribal Committee meeting from December 15 to December 14 (Monday)

**26. General public comment for items not on the agenda**

Receive public comment regarding topics within the Commission's authority that are not included on either day of the February 11-12, 2026 agenda.

Note: The Commission may not discuss or take action on any matter raised during this item, except to decide whether to place the matter on the agenda of a future meeting (Section 11125 and subdivision 11125.7(a), California Government Code).

**Adjourn**

## Public Receipt of Documents

This section of the agenda highlights reports or other significant documents received by the Commission since the previous meeting. Any Commission discussion or action on these documents will be noticed and placed on the agenda of a future meeting.

Since December 12, 2025, the Commission has received three documents to highlight for the public:

1. [Report on necropsies on mountain lions taken under 2025 depredation permits.](#)  
(Pursuant to Section 4807, Fish and Game Code)
2. Department's evaluation reports on the petition to list Bendire's thrasher (*Toxostoma bendirei*) and LeConte's thrasher (*Toxostoma lecontei*) as threatened or endangered species under the California Endangered Species Act (CESA). Consideration of whether the petitioned actions may be warranted is scheduled for April 2026. Additional information about the petition is available on the Commission's CESA page under "Active Petitions" at <https://fgc.ca.gov/CESA>.
3. Department's evaluation report on the petition to list the northern and southern populations of western spadefoot (*Spea hammondi*) as threatened (northern population) and endangered (southern population) species under CESA. Consideration of whether the petitioned actions may be warranted is scheduled for April 2026. Additional information about the petition is available on the Commission's CESA page under "Active Petitions" at <https://fgc.ca.gov/CESA>.

## Executive Session

(Not open to the public)

At a convenient time during the regular agenda of its February 11-12, 2026 meeting, the Commission will recess from the public portion of the agenda and conduct a closed session on the agenda items below. The Commission is authorized to discuss these matters in a closed session pursuant to Government Code Section 11126, subdivisions (a)(1), (c)(3), and (e)(1), and Fish and Game Code Section 309. After closed session, the Commission will reconvene in public session, which may include announcements about actions taken during closed session.

- (A) Pending litigation to which the Commission is a party
  - I. Bitts v. California Fish and Game Commission (challenge to suspension of Dungeness crab vessel permit).
  - II. United Water Conservation District v. California Fish and Game Commission (challenge to final Southern California steelhead CESA listing decision).
  - III. The Ballona Wetlands Land Trust v. California Fish and Game Commission and California Dept. of Fish and Wildlife (challenge to decisions related to public uses on an ecological reserve)
  - IV. Borba et al. v. Merced Co, Merced Irrigation Dist., California Dept. of Fish and Wildlife, and California Fish and Game Commission (complaint for damages related to flooding)
  - V. Perez-Ramirez et al. v. County of Merced, City of Merced, Merced Irrigation Dist., California Dept. of Fish and Wildlife, and California Fish and Game Commission (complaint for damages related to flooding)
  - VI. Glenn et al. v. County of Merced, City of Merced, Merced Irrigation Dist., California Dept. of Fish and Wildlife, and California Fish and Game Commission (complaint for damages related to flooding)
- (B) Possible litigation involving the Commission
- (C) Staffing
- (D) Deliberation and action on license and permit items
  - I. Consider the proposed decision in agency case number 24ALJ45-FGC regarding suspension of commercial passenger fishing vessel licenses issued to the fishing vessels *Caroline*, *Checkmate*, and *Star of Monterey* and suspension of Chris' Fishing Trips Inc.'s and Christopher Arcoleo's privileges to hold a commercial boat registration and/or commercial passenger fishing vessel license.

## California Fish and Game Commission Meeting Schedule

**Note:** As meeting dates and locations can change, please visit [www.fgc.ca.gov](http://www.fgc.ca.gov) for the most current list of meeting dates and locations. All Commission meetings will include a webinar/teleconference option for attendance and every effort will be made to ensure that committee meetings include the same.

Meeting Date	Commission Meeting	Committee Meeting
March 12, 2026		<b>Marine Resources</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
April 14, 2026		<b>Tribal</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
April 15-16, 2026	Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814	
April 21, 2026	Half Moon Bay area Single topic: Marine protected area petitions	
May 5, 2026	Santa Barbara area Single topic: Marine protected area petitions	
May 6, 2026	Teleconference Sacramento, Trinidad, Sonoma, Santa Cruz, and La Jolla	
May 14, 2026		<b>Wildlife Resources</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
May 19, 2026	San Clemente area Single topic: Marine protected area petitions	
June 17-18, 2026	Sacramento area	
July 16, 2026		<b>Marine Resources</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814

Meeting Date	Commission Meeting	Committee Meeting
August 11, 2026		<b>Tribal</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
August 12-13, 2026	Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814	
September 10, 2026		<b>Wildlife Resources</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
October 14-15, 2026	Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814	
November 12, 2026		<b>Marine Resources</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
December 15, 2026		<b>Tribal</b> Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814
December 16-17, 2026	Natural Resources Headquarters Building 715 P Street, 2 <sup>nd</sup> Floor Sacramento, CA 95814	

## **Other Meetings of Interest**

Meetings listed here are organizations for which the Commission: (1) is a member, or (2) takes action based upon regulations developed by that organization.

### **Association of Fish and Wildlife Agencies**

- September 13-16, 2026 – Lancaster, PA

### **Pacific Fishery Management Council**

- March 4-9, 2026 – Sacramento, CA
- April 7-12, 2026 – Portland, OR
- June 11-16, 2026 – Spokane, WA
- September 17-22, 2026 – Vancouver, WA
- November 13-18, 2026 – Garden Grove, CA

### **Pacific Flyway Council**

- March 31, 2026 – Columbus, OH
- August or September 2026 – Date and location TBD

### **Western Association of Fish and Wildlife Agencies**

- June 1-5, 2026 – Boise, ID

### **Wildlife Conservation Board**

- February 26, 2026 – Sacramento, CA
- May 28, 2026 – Sacramento, CA
- August 27, 2026 – Sacramento, CA
- November 19, 2026 – Sacramento, CA

# Important Commission Meeting Procedures Information

## Welcome to a Meeting of the California Fish and Game Commission

This year marks the 156th year of operation of the Commission in partnership with the California Department of Fish and Wildlife. Our goal is the preservation of our heritage and conservation of our natural resources through informed decision making; Commission meetings are vital in achieving that goal and we provide this information to be as effective and efficient toward that end. Welcome, and please let us know if you have any questions.

## Persons with Disabilities

Persons with disabilities needing reasonable accommodation to participate in public meetings or other Commission activities are invited to contact the Department's Civil Rights Office (CRO) at [civilrights@wildlife.ca.gov](mailto:civilrights@wildlife.ca.gov). Accommodation requests for facility and/or meeting accessibility and requests for American Sign Language interpreters should be submitted at least two weeks prior to the event. Requests for real-time captioners should be submitted at least four weeks prior to the event. These timeframes are to help ensure that the requested accommodation is met. If a request for an accommodation has been submitted but is no longer needed, please contact the CRO immediately.

## Stay Informed

To receive meeting agendas and regulatory notices about those subjects of interest to you, visit the Commission's website, [www.fgc.ca.gov](http://www.fgc.ca.gov), to sign up on our electronic mailing lists.

## Submitting Written Comments

The public is encouraged to comment on any agenda item. Submit written comments by one of the following methods: E-mail to [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov); mail to California Fish and Game Commission, P.O. Box 944209, Sacramento, CA 94244-2090; deliver to California Fish and Game Commission, 715 P Street, 16<sup>th</sup> Floor, Sacramento, CA 95814 (you must call at least one business day in advance to arrange delivery). Materials provided to the Commission may be made available to the general public.

## Comment Deadlines

The **Comment Deadline** for this meeting is **5:00 p.m. on January 29, 2026**. Written comments received at the Commission office by this deadline will be made available to Commissioners prior to the meeting.

The **Supplemental Comment Deadline** for this meeting is **noon on February 6, 2026**. Comments received by this deadline will be made available to Commissioners at the meeting.

After these deadlines, written comments may be delivered in person to the meeting. Please bring 12 copies of written comments to the meeting and give them to the designated staff member just prior to speaking.

## Petitions for Regulation Change

Any person requesting that the Commission adopt, amend, or repeal a regulation must complete and submit form FGC 1, *Petition to the California Fish and Game Commission for Regulation Change* (as required by Section 662, Title 14, CCR), available at <https://fgc.ca.gov/Regulations/Petition-for-Regulation-Change>. To be received by the

Commission at this meeting, petition forms must be received by the **Supplemental Comment Deadline** or delivered in person at the meeting during the regulation change petitions agenda item. Petitions received at this meeting will be scheduled for consideration at the next regularly scheduled business meeting, unless the petition is rejected under staff review pursuant to subsection 662(b), Title 14, CCR.

### Non-Regulatory Requests

All non-regulatory requests follow a two-meeting cycle to ensure proper review and thorough consideration of each item. All requests submitted by the **Supplemental Comment Deadline** (or heard during general public comment at the meeting) will be scheduled for receipt at this meeting and scheduled for consideration at the next regularly scheduled business meeting.

### Speaking at the Meeting

**To speak on an agenda item in-person**, please complete a “speaker card” and provide it to the designated staff member before the agenda item is announced. Please complete one speaker card per item. Cards will be available near the entrance of the meeting room.

**To speak on an agenda item via Zoom or phone**, please “raise” your hand either through the Zoom function or by pressing \*9 once on your phone when prompted at the beginning of the agenda item.

1. In-person speakers will be identified in groups; please line up when your name is called. Speakers on Zoom or phone will be identified by your Zoom display name or the last three digits of your phone number; listen closely for when your name or number is called.
2. When addressing the Commission, please give your name and the name of any organization you represent, and provide your comments on the item under consideration.
3. If there are several speakers with the same concerns, you are encouraged to appoint a spokesperson and avoid repetitive testimony.
4. The presiding commissioner will allot between one and three minutes per speaker per agenda item, subject to several exceptions:
  - a. The presiding commissioner may allow up to five minutes for an individual speaker if a minimum of three individuals who are present when the agenda item is called have ceded their time to the designated spokesperson, and the individuals ceding time forfeit their right to speak to the agenda item.
  - b. In-person participants ceding their time shall complete a speaker card and approach the staff table with the spokesperson so that staff may confirm the presence of those ceding their time. Persons participating via Zoom or phone and ceding their time to another speaker must notify the Commission at [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov) prior to the start of the agenda item, including to whom they are ceding their time, and must be present during the agenda item.
  - c. Individuals may receive advance approval for additional time to speak if such requests are received by email or delivery to the Commission office by the **Supplemental Comment Deadline**. The president or designee will approve or deny the request no later than 5:00 p.m. two days prior to the meeting.
  - d. An individual requiring an interpreter is entitled to at least twice the allotted speaking time pursuant to Government Code Section 11125.7(c).



- e. An individual may receive additional time to speak to an agenda item at the request of any commissioner.

***Agenda items may be heard in any order and on either day pursuant to the discretion of the presiding commissioner.***

### **Visual Presentations/Materials**

All electronic presentations must be submitted by the ***Supplemental Comment Deadline*** and approved by the Commission executive director before the meeting.

1. Electronic presentations must be provided by email to [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov). If the presentation file is too large to send via email, contact staff to identify an alternative method for submitting the file.
2. All electronic formats must be Windows PC compatible.
3. If presenting at the in-person meeting location, it is recommended that you bring a print copy of your presentation in case of technical difficulties.