



**MEETING MINUTES  
BOARD OF SUPERVISORS, COUNTY OF MONO  
STATE OF CALIFORNIA**

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.

Meeting Location: Mono Lake Room, 1st Fl., County Civic Center, 1290 Tavern Rd., Mammoth Lakes, CA 93546

**Regular Meeting  
November 21, 2023**

9:01 AM Meeting called to order by Chair Duggan.

*Supervisors Present: Duggan, Gardner, Kreitz, Salcido, and Peters. (All members were present in-person or participated via teleconference in compliance with rules established by the Ralph M. Brown Act).*

*Supervisors Absent: None.*

The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015, forward, please go to the following link: <http://www.monocounty.ca.gov/meetings>

Pledge of Allegiance led by Supervisor Kreitz.

**1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

**Fred Stump:**

- Announced the passing of Mono County resident and Long Valley Fire Commissioner, Hank Brown. Also offer his condolences to Chair Duggan for the passing of her father.

**Supervisor Kreitz:**

- Requested to adjourn the 11/21 meeting in memory of Hank Brown and Hale Shipley.

**2. RECOGNITIONS**

**A. Proclamation Designating the Month of November 2023 as Native American Heritage Month**

Departments: Board of Supervisors

(Sandra Moberly, County Administrative Officer, and Supervisor Bob Gardner) - Proclamation recognizing November 2023 as Native American Heritage Month and consideration of inclusion of a land acknowledgement subject to review by the Board and local tribal members.

**Action:** Approved the proclamation recognizing November 2023 as Native American Heritage Month provide staff direction to work with the local tribes to finalize a land acknowledgment for inclusion on future Board agendas.

**Gardner moved; Salcido seconded**

**Vote: 5 Yes, 0 No**

**M23-261**

**Sandra Moberly, County Administrative Officer:**

- Introduced item.

**Supervisor Gardner:**

- Read the proclamation.

**Public Comment:**

**Charlotte Lang, Mono Lake Kutzadika Tribal Counsel:**

- Discussed land acknowledgement, the honor of recognition, and the challenges of acquiring the once native land.

**Fred Stump:**

- Thanked Supervisor Gardner for the recognition.

**Supervisor Salcido:**

- Thanked Charlotte for her work in the Native community.

**Supervisor Peters:**

- Discussed the land acknowledgement.

### **3. COUNTY ADMINISTRATIVE OFFICER**

**Sandra Moberly, County Administrative Officer:**

- Thanked the County staff for their commitment to public service.

### **4. DEPARTMENT/COMMISSION REPORTS**

No one spoke.

### **5. CONSENT AGENDA**

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

#### **A. Board Minutes**

Departments: Clerk of the Board

Approval of Board minutes from the September 2023, regular meetings.

**Action:** 1. Approved the Board minutes from the September 5, 2023, regular meeting. 2. Approved the Board minutes from the September 12, 2023, regular meeting.

**Peters moved; Salcido seconded**

**Vote: 5 Yes, 0 No**

**M23-262**

**B. Termination of Emergency Declarations - 2022/23 Winter Storms**

Departments: Emergency Management

Termination of local declarations of emergency related to 2023 severe winter storms proclaimed on January 10 and February 28, by the Mono County Emergency Services Director and ratified by the Board of Supervisors on January 17, and March 7, respectively (last review date: October 3, 2023).

**Action:** Terminated the local declarations of emergency ratified on January 17 and March 7, 2023, related to severe winter storms.

**Peters moved; Salcido seconded**

**Vote: 5 Yes, 0 No**

**M23-263**

**C. Appointment to the Wheeler Crest Design Review Committee**

Departments: Community Development

Consider appointing Meredith Frolio as a new member to the Wheeler Crest Design Review Committee.

**Action:** Appointed Meredith Frolio to a two-year term expiring 11/30/25 on the Wheeler Crest Design Review Committee.

**Peters moved; Salcido seconded**

**Vote: 5 Yes, 0 No**

**M23-264**

**D. County Surveyor Appointment and Contract for Services**

Departments: Public Works

Proposed contract with Lumos & Associates pertaining to County Surveyor. Assignment of Richard Byrem as County Surveyor.

**Action:** 1. Approved and signed a contract with Lumos & Associates for County Surveyor services for the period July 1, 2023, through June 30, 2026, and a not-to-exceed amount of \$225,000, and not to exceed \$75,000 in any twelve-month period. 2. Appointed Richard Byrem, PLS 9129, employed by Lumos & Associates, as County Surveyor.

**Peters moved; Salcido seconded**

**Vote: 5 Yes, 0 No**

**M23-265**

**6. CORRESPONDENCE RECEIVED - NONE**

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

*Break: 9:28 AM*

*Reconvened: 9:34 AM*

## 7. REGULAR AGENDA - MORNING

### A. Wildfire Mitigation Coordinator Update

Departments: Emergency Management

(Wendilyn Grasseschi, Wildfire Mitigation Coordinator) - Presentation by Wendilyn Grasseschi, Mono County Wildfire Mitigation Coordinator regarding an update on Wildfire Mitigation projects throughout Mono County.

**Action:** None.

**Wendilyn Grasseschi, Wildfire Mitigation Coordinator:**

- Presented item.

*Break: 10:34 AM*

*Reconvened: 10:42 AM*

Moved to item #7c.

### B. California Interoperable Radio System (CRIS) Service Agreement and Site Licenses/Lease

Departments: Emergency Management

(Chris Mokracek, Director of Emergency Management) - Service Agreement with the California Office of Emergency Services, Public Safety Communications (CalOES/PSC) for CRIS Trunked Radio Service. Site lease/licenses with Mammoth Mountain Ski Area, June Mountain Ski Area, Antelope Valley Fire Protection District and Mammoth Lakes Fire Protection District pertaining to location of CRIS infrastructure on facilities owned by those entities.

**Action:** 1. Approved and authorized Chair to sign Service Contract with CalOES/PSC for CRIS Trunked Radio Service for the period September 12, 2023, through June 30, 2029, with automatic 5-year renewals thereafter unless canceled upon 180-days' notice. The contract cost is \$26 per primary CRIS subscriber per month, with offsets and reimbursement described under fiscal impact below. 2. Approved and authorized Chair to sign, site license agreements with: Mammoth Mountain Ski Area for space on Mammoth Mountain and June Mountain; Mammoth Lakes Fire Protection District for space at Station #1; and site lease with Antelope Valley Fire Protection District for space at its station on Larson Lane in Coleville, for the installation of CRIS system infrastructure. Licenses/Lease are for an initial term of ten-years, with two additional five-year terms, and a cost of \$10.00 per term, plus the amount of any increase in underlying permit fees from the Forest Service for the added land use on MMSA or June Mountain sites. Each lease/license includes a provision to sub-lease/license of each site to CalOES/PSC, which would also be approved by this action. Provided authority to staff to make minor changes to the proposed agreements and exhibits as needed, provided that the changes do not materially affect agreement terms and conditions and are approved as to form by County Counsel.

**Peters moved; Salcido seconded**

**Vote: 5 Yes, 0 No**  
**M23-266**

**Chris Mokracek, Director of Emergency Management:**

- Presented item.

Moved to item #7d.

**C. Letter from United States Postal Service (USPS) regarding Bridgeport Post Office**

Departments: County Administrative Office

(Sandra Moberly, County Administrative Officer) - Discussion on the letter from United States Postal Service (USPS) regarding Bridgeport Post Office.

**Action:** None.

**Sandra Moberly, County Administrative Officer:**

- Introduced item.

**Supervisor Peters:**

- Provided background and current status of the Bridgeport Post Office.
- Conversation about the USPS Facilities not showing up for meetings, calls, and to visit the Bridgeport Post Office.

**Chelyssa Horvat, District Director for U.S. Congressman Kevin Kiley:**

- Introduced the USPS staff.
- Discussion on communicating all updates in a group email.
- Clarification on Building Permit.

**Russell Partee, USPS:**

- Provided update on Bridgeport Post Office and the lack of movement.

**Art Stilwell, USPS:**

- Update from USPS Facilities (landlord confirmed start of work this week and will take 3 - 4 weeks to complete and that the landlord has all necessary documents).

Moved back to item #7b.

**D. Chapter 8 Tax Sale**

Departments: Finance

(Janet Dutcher, Director of Finance) - Purchase Agreement and Resolution authorizing the purchase and sale of tax defaulted property: 350 Mule Deer Road, Walker CA 93517 (APN 002-370-001-000).

**Action:** None, tabled item until the 12/5 meeting.

**Janet Dutcher, Director of Finance:**

- Presented item.

**Supervisor Peters:**

- Requested to hear this item at the next board meeting due to emails that he has received regarding this property.
- Requested that staff send an email response.

**Gerald Frank, Treasure/Tax Collector:**

- Clarifies the date of redemption.

**Chris Beck, Assistant County Counsel:**

- Clarifies that there is not any deadline, and the item could be moved to a future meeting.

**E. Purchase of Property Located at 34 Kirkwood, Bridgeport, CA**

Departments: County Counsel

(Chris Beck, Assistant County Counsel) - Proposed agreement and resolution authorizing the purchase of the property located at 34 Kirkwood Street, Bridgeport, CA 93546.

**Action:** None, tabled item until 12/5 meeting.

**Chris Beck, Assistant County Counsel:**

- Requested to move to a future meeting.

**F. Creation of Smoke-free Multi Unit Housing Ad Hoc Committee**

Departments: Health and Human Services

(Lauren Kemmeter, Community Health Program Coordinator II and Kathryn Peterson, Health, and Human Services Director) - The formation of a Board of Supervisors Ad Hoc Committee is requested to provide staff direction to help shape a draft smoke-free multi-unit housing ordinance to be brought back to the Board for consideration. Policy maker input is essential to ensure that a smoke-free multi-unit housing policy is well-crafted, legally sound, and aligned with the interests and needs of the Mono County community.

**Action:** Appointed Supervisor Kreitz and Supervisor Salcido to the Board of Supervisors Ad Hoc Smoke-free Multi Unit Housing Committee to help shape a proposed ordinance to be brought back to the full Board for consideration.

**Salcido moved; Peters seconded**

**Vote: 5 Yes, 0 No**

**M23-267**

**Kathryn Peterson, Health, and Human Services Director:**

- Introduced item.

**Lauren Kemmeter, Community Health Program Coordinator II:**

- Presented item.

**G. Terms and Conditions of Employment and Job Descriptions - Health and Human Services**

Departments: Health and Human Services

(Kathryn Peterson, Health and Human Services Director) - Board approval of four new at will position descriptions within the Health and Human Services (HHS) Department (Adult Services Manager; Program Manager-Eligibility; Health Program Manager; and Children's Services Manager), and approval of terms and conditions of employment reclassifying existing employees Francisca Avitia as at will Program Manager-Eligibility; Marjoree Neer as at will Health Program Manager; and, Michelle Raust as at will Children's Services Manager.

**Action:** Approved the following position descriptions: at will Adult Services Manager; at will Program Manager-Eligibility; at will Health Program Manager; and at will Children's Services Manager.

**Salcido moved; Kreitz seconded**

**Vote: 5 Yes, 0 No**

**M23-268**

**Action:** 1. Announced fiscal impact and adopted Resolution R23-100, Approving Agreements Regarding Terms and Conditions of Employment for Francisca Avitia as Program Manager-Eligibility, an at will position, at Range 14 Step E; 2. Announced fiscal impact and adopted Resolution R23-101, Approving Marjoree Neer as Health Program Manager, an at will position, at Range 14 Step E; and 3. Announced fiscal impact and adopted Resolution R23-102, Approving Michelle Raust as Children's Services Manager, an at will position, at Range 14 Step E.

**Fiscal Impact:** The cost of these positions for the remainder of the fiscal year 2023-24 is \$467,278, of which \$311,812 is salary and \$155,466 is benefits. If this item is approved, the annual cost will be \$714,661, of which \$476,890 is salary and \$237,771 is benefits. The fiscal impact of this item is included in the Health and Human Services Fiscal Year 2023-24 adopted budget.

**Salcido moved; Kreitz seconded**

**Vote: 5 Yes, 0 No**

**R23-100, R23-101, R23-102**

Moved to item #9.

## **8. CLOSED SESSION**

*Closed Session: 12:05 PM*

*Reconvened: 1:02 PM*

No action to report out of Closed Session.

Moved to Adjournment.

### **A. Closed Session - Labor Negotiations**

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Mary Booher,

Stacey Simon, Janet Dutcher, Jay Sloane, Christine Bouchard, and Oliver Yee.  
Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

## **B. Closed Session - Real Property Negotiation**

Closed Session – Real Property Negotiation – CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Government Code section 54956.8. Property Address: 264 Highway 182, Bridgeport, CA. County Negotiator: Mary Booher. Negotiating Parties: Garth Moore and Mono County. Under Negotiation: Price, terms, and conditions.

## **C. Closed Session - Public Employee Evaluation**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

## **9. BOARD MEMBER REPORTS**

### **Chair Duggan:**

- 10/17 –County/Town Joint Meeting  
I proceeded over the joint meeting of the TOML and Mono County. Informational items included discussion of housing funding options and emergency response overview from last winter. County staff will bring back items for discussion at future meetings.
- 10/19 – RCRC ESJPA, ILG Special Board Meeting  
I attended via zoom in the Environmental Services Joint Powers Authority meeting. I participated in a Special Board Meeting for the Institute for Local Government detailing the new Apprenticeship Program and Grant for 2024-2026.
- 10/24 – CSA1  
I attended the monthly Community Services District 1 meeting where trail programs and upcoming community projects were reviewed. Many community events are coming up, including the Crowley Lake Holiday Tree Lighting on December 3 at the Community Center.
- 10/25 – TVGMD  
I attended the Tri Valley Groundwater Management District meeting in Chalfant. Well monitoring options and reports were presented.
- 10/26 – RCRC Legislative Update  
Participated in the monthly Legislative Update with focus on upcoming legislation around solid waste compliance, water quality and EV grants and compliance.
- 11/2 – GBUAPCD  
I participated with Supervisor Salcido in the bimonthly meeting. Noted were the effects of last winter's storms on both Mono Lake and Owens Lake.
- 11/3 – ILG Qtr 4 Board Meeting, WMFPD  
I participated in ILG Board meeting in preparation for the Executive Director's presentation at CSAC  
I accompanied CAO Moberly to Benton to meet with the White Mountain Fire Protection District and viewed a presentation on EMS funding.
- 11/8 – EELU



I participated in the NACo Environment, Energy, and Land Use Policy Steering Committee. We saw a presentation on Regional Clean Hydrogen Hubs program and reviewed current legislation of concern.

- 11/13 – LTC  
I participated in the Local Transportation Commission meeting with Supervisor Kreitz where we approved the FY 23-24 Overall Work Program, the Regional Transportation Improvement Plan (RTIP), and heard presentations from our transportation partners.
- 11/13-11/17 CSAC Annual Conference  
I attended the CSAC Annual Conference in Oakland with many of my colleagues and County staff. A workshop on the Fire Insurance Crisis provided some insights but few solutions. Work for viable and affordable solutions continues.

**Supervisor Gardner:**

- No report.

**Supervisor Kreitz:**

- October 18 & 19th – I participated in the IMACA Board retreat and strategic planning session. The Agency is still working through the massive changes that began last year. The Board updated both the vision and mission statement and worked through the strategic planning process.
- October 18th – I attended the Town of Mammoth Lakes Town Council meeting. At this meeting the Council approved with a 4/5 vote a 45-day moratorium on nightly rentals in the town's RMF2 zone.
- October 27th – I attended the Eastern Sierra HRTC meeting, the group received an update the proposed five sector priority areas and next steps. The application for catalyst funds (\$14mm) is due November 30th.
- November 2nd – IMACA Board meeting. IMACA is seeking a Board member from Mono County to represent the low-income sector. The nominee need not be low-income themselves but shall have thorough knowledge and understanding of the causes of poverty and needs of low-income individuals. The nominee must work or live in Mono County. For more information of a candidate interest packet, please contact Stephanie Nelligan at 760-873-8557 or snelligan@imaca.net. The Board approved a resolution authorizing the ED to work with Amador Tuolumne Community Action Agency to support and distribute IMACA's LIHEAP and weatherization assistance program.
- November 6th – CSAC Housing Land-use Transportation committee chairs and CSAC staff met to prepare for the upcoming CSAC annual conference next week. The guest speaker during the committee meeting at the conference will be the director of the California Department of Housing and Community Development, Gustavo Velasquez.
- November 6, 2023 - MLH Board meeting. MLH used CalHome funds to provide a \$100,000 down payment assistance loan to a Coleville family to purchase a home in Coleville.
- November 8, 2023 – The NACo Community Economic Workforce Development monthly meeting call.
- November 13, 2023 – The Mono County Local Transportation Commission met. The Commission adopted a resolution approving the allocation of the roughly \$9.2 million Regional Transportation Improvement Program funding allocation which will be taken back to the State for approval. Funding includes construction funds for the Multi-Use Path from Old Mammoth Road to Lake Mary Road as well as funding for the planning design work in installing a round-about at the Meridian and Minaret Roads. Construction is proposed for 2025/26 and the planning for the round-about in 2024/25.
- November 13, I also participated in the Eastern Sierra Continuum of Care Board meeting. Board member Nichole Williamson submitted her resignation from the board due to a lack of time to commit to the Board due to her work demands as CAO of Alpine

County. We received an update on the HHAP rounds 1 & 2 funds that are still with IMACA. The COC, IMACA & the State are working on the next steps to get the remaining funds to the new collaborative applicant for the COC, Inyo County. The Board considered an MOU with Stanislaus Regional Housing Authority for the implementation of the Emergency Housing Choice Vouchers. The board has requested that the HA attend the next COC meeting with a presentation on how the process will work.

- Funding news: Bridgeport Indian Colony received an award for Tribal Homeless Housing, Assistance and Prevention (Tribal HHAP) grant program for \$509,293.76. They will have to complete the contract and have until June 30, 2027, to spend the monies.
- Bishop Paiute Tribe is one of the 17 eligible tribal entities for HDAP funding for \$100,000. This includes a 1:1 match requirement.
- November 14-17th I was in Oakland for the California State Association of Counties annual conference. The Housing Land-Use Transportation (HLT) Committee held a meeting during the conference. HCD Director Gustavo Velasquez made a presentation to the committee. Some highlights from his presentation include California needs 2.5 million new housing units by 2030, 1.2 million of those are needed for low- and moderate-income households; California is home to 171,000 homeless people with  $\frac{3}{4}$  of those are unsheltered; the average cost of a new unit costs for an affordable housing unit of a 1-2 bedroom is \$609,000; a person needs to earn \$41/hour to afford the median housing unit. Governor Newsom's priorities around housing are homelessness, interconnection between housing & environment, and equity.

**Supervisor Peters:**


- Reminder of the 3<sup>rd</sup> Anniversary of the MVF.
- Attended the CSAC Conference.
  - Discussed the homeowner insurance issues (cancellations and increased fees).

**Supervisor Salcido:**

- On November 9th, I toured the Owens Lakes with Phill Kiddoo of the Great Basin Unified Air Quality Control District.
- The week of November 13th I attended the CSAC yearly conference in Oakland. One session of particular interest was the CSAC Women's Leadership Forum Workshop "Investing in the Economic Empowerment of Women and Girls".

**ADJOURNED at 1:03 PM in memory of Hank Brown and Hale Shipley.**

**ATTEST**

  
Rhonda Duggan (Jan 17, 2024 09:33 PST)

---

**RHONDA DUGGAN  
CHAIR OF THE BOARD**



---

**DANIELLE PATRICK  
SENIOR DEPUTY CLERK OF THE BOARD**