

**CITY OF BISHOP**  
**P.O. Box 1236, Bishop, CA 93515**  
*377 West Line Street, Bishop, CA 93514*  
*City Hall (760) 873-5863*

PLEASE TYPE OR PRINT

NAME OF COMMISSION: \_\_\_\_\_

Name: \_\_\_\_\_  
Last
First
Middle

Address \_\_\_\_\_ Phone (home) \_\_\_\_\_  
No.
Street
City
State
Zip

Business Address: \_\_\_\_\_

Phone (work): \_\_\_\_\_ How long have you lived in Bishop? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Name and Location of Colleges/Universities Attended	Major	Degree	Last Year Attended

CIVIC EXPERIENCE (prior or current) – Include membership in professional charity or community organizations	Office Held	Dates of Membership

OCCUPATIONAL HISTORY: Begin with your PRESENT or MOST RECENT position. List all positions separately for the last FIVE years.	Title	Dates of Employment

REFERENCES: Include names of at least two residents of Bishop who are not officially connected with the City of Bishop.

NAME	ADDRESS	PHONE



- B. Aid and participate in advancement and coordination of arts and entertainment activities and services through cooperation with other governmental agencies, civic groups, and volunteer organizations;
- C. Advise the director of parks and recreation on problems relating to arts and community entertainment programs, facilities, etc.;
- D. Formulate recommendations on rules and regulations with respect to the use of the civic auditorium and other public facilities which may from time to time be assigned to their jurisdiction;
- E. The civic arts commission shall cause to be prepared and filed with the city council, a long-range plan for activities within the city, including suggestions for improvement in the operation and enhancement of, or acquisition of, facilities needed for such programs in the city.

(Prior code § 2-34)

### **2.16.060 Receipt of donations and contributions.**

The civic arts commission shall be empowered to receive donations, contributions and other gifts to be used for civic arts purposes, but all such moneys so received shall be deposited in the bond and trust fund of the city, adequately identified as to its purpose, in order that disbursements from such fund may be made in accordance with the conditions attached at the time of the gift.

(Prior code § 2-35)

## **Chapter 2.20 PARK AND RECREATION COMMISSION**

### Sections:

- [2.20.010 Created--Membership.](#)
- [2.20.020 Removal of members.](#)
- [2.20.021 Compensation.](#)
- [2.20.030 Organization.](#)
- [2.20.040 Meetings--Quorum.](#)
- [2.20.050 Duties and responsibilities.](#)

### **2.20.010 Created--Membership.**

There is created a park and recreation commission of the city. The commission shall consist of five members who shall, whenever possible, be residents and citizens of the city of Bishop. Appointments shall be made by the city council on the basis of nominations submitted pursuant to the policy manual of the city. The terms of each member shall be four years.

(Ord. 481, § 1, 1997: Prior code § 2-23)

### **2.20.020 Removal of members.**

Any commissioner who fails to attend two consecutive or a total of four regular meetings in any calendar year, without a prior leave of absence having been sought and approved by the chairman or chairman pro tem, shall be deemed to have resigned from the commission. Any member of the commission may be removed from office by the mayor with the approval of a majority of the city council.

(Prior code § 2-24)

(Ord. No. 522, § 1, 8-11-2008)

### **2.20.021 Compensation.**

Commissioners shall receive fifty dollars per calendar month in which a commission meeting is held and attended; however, no commissioner shall receive more than fifty dollars in any calendar month. Any necessary expense incurred by a commissioner while acting in an official capacity will be reimbursed subject to prior city council approval.

(Ord. No. 522, § 1, 8-11-2008)

### **2.20.030 Organization.**

The commission shall, at its March meeting, organize by electing from its members one chairman and one vice chairman, and other officers as may be deemed necessary by the commission. The director of parks and recreation shall act as secretary to the commission. All officers shall hold office for a period of one year. The commission shall adopt rules and regulations for the transaction of commission business.

(Prior code § 2-25)

### **2.20.040 Meetings--Quorum.**

The commission shall hold one regular meeting each month at a time, date, and place designated by the commission. Special meetings may be called by the chairman or a majority of the commission, provided the notice has been given to all members at least forty-eight hours prior to the meeting. A majority of commissioners shall constitute a quorum. Minutes of commission meetings shall be filed with the city clerk.

(Prior code § 2-26)

### **2.20.050 Duties and responsibilities.**

It shall be the duty and responsibility of the park and recreation commission to:

- A. Advise the city council and the director of parks and recreation in all matters pertaining to parks, public recreation, and all other associated activities as prescribed by ordinances, or by city council action;
- B. Aid and participate in advancement and coordination of recreation services with other governmental agencies, civic groups and volunteer organizations;
- C. Advise the director of parks and recreation on problems relating to parks, facilities and programs;
- D. Formulate recommendations on rules and regulations with respect to use and conduct in parks and other recreation areas.

(Prior code § 2-27)

## **Chapter 2.22 WATER AND SEWER COMMISSION**

### Sections:

[2.22.010 Created--Membership.](#)

[2.22.020 Removal of members.](#)

[2.22.021 Compensation.](#)

[2.22.030 Organization.](#)

[2.22.040 Meetings--Quorum.](#)

[2.22.050 Duties and responsibilities.](#)

### **2.22.010 Created--Membership.**

There is created a water and sewer commission of the city. The commission shall consist of five members who shall, whenever possible, be residents and citizens of the city of Bishop. Appointments shall be made by the city council on the basis of nominations submitted pursuant to the policy manual of the city. The terms of each member shall be four years.

(Ord. 520 § 1, 2006; Ord. 511 § 1(part), 2004)

### **2.22.020 Removal of members.**

Any commissioner who fails to attend two consecutive or a total of four regular meetings in any calendar year, without a prior leave of absence having been sought and approved by the chairman or chairman pro tem, shall be deemed to have resigned from the commission. Any member of the commission may be removed from office by the mayor with the approval of a majority of the city council.

(Ord. 511 § 1(part), 2004)

(Ord. No. 522, § 1, 8-11-2008)

### **2.22.021 Compensation.**

Commissioners shall receive fifty dollars per calendar month in which a commission meeting is held and attended; however, no commissioner shall receive more than fifty dollars in any calendar month. Any necessary expense incurred by a commissioner while acting in an official capacity will be reimbursed subject to prior city council approval.

(Ord. No. 522, § 1, 8-11-2008)

### **2.22.030 Organization.**

The commission shall, at its March meeting, organize by electing from its members one chairperson and one vice chairperson, and other officers as may be deemed necessary by the commission. The director of public works shall act as secretary to the commission. All officers shall hold office for a period of one year. The commission shall adopt rules and regulations for the transaction of commission business.

(Ord. 511 § 1(part), 2004)

### **2.22.040 Meetings--Quorum.**

The commission shall hold one regular meeting every two months at a time, date and place designated by the city. Special meetings may be called by the chairperson or a majority of the commission, provided the notice has been given to all members at least twenty-four hours prior to the meeting. A majority of commissioners shall constitute a quorum. Minutes of commission meetings shall be filed with the city clerk.

(Ord. 511 § 1(part), 2004)

### **2.22.050 Duties and responsibilities.**

It shall be the duty and responsibility of the water and sewer commission to:

- A. Act in an advisory capacity to the director of public works and the city council in all matters pertaining to water and sewer facilities and all other associated activities as prescribed by ordinances, or by city council action;
- B. Assist in the formulation of recommendations on rules and regulations with respect to the use of water and sewer facilities.

(Ord. 511 § 1(part), 2004)

## **Chapter 2.24 PLANNING COMMISSION**

### Sections:

- [2.24.010 Created.](#)
- [2.24.020 Membership.](#)
- [2.24.030 Terms of office--Vacancy filling.](#)
- [2.24.040 Compensation.](#)
- [2.24.050 Election of officers--Organization.](#)
- [2.24.060 Powers and duties.](#)
- [2.24.070 Conferences and meetings.](#)
- [2.24.080 Expenditures.](#)

### **2.24.010 Created.**

There is created a planning commission for the city.

(Prior code § 2-15)

### **2.24.020 Membership.**

- A. The planning commission shall consist of seven members who shall, whenever possible, be residents and citizens of the city of Bishop.
- B. Appointments shall be by the city council on the basis of nominations submitted pursuant to the policy manual of the city.

(Prior code § 2-16)

### **2.24.030 Terms of office--Vacancy filling.**

Of the members of the commission first appointed, two shall be appointed for a term of one year, one shall be appointed for a term of three years, and three shall be appointed for a term of four years, from and after the date of their appointment, respectively. Their successors shall be appointed for terms of four years. If a vacancy occurs otherwise than by expiration of term, it shall be filled by appointment by the mayor with the approval of the city council for the unexpired portion of the term. Any member of the planning commission who fails to attend two consecutive, or a total of four, regular meetings in any twelve-month period, without a prior leave of absence having been sought and granted by the chairman or chairman pro tem, shall be deemed to have resigned from the commission and the vacancy thereby

created. Any appointee member of such commission may be removed by the mayor with the approval of a majority vote of the city council.

(Prior code § 2-17)

#### **2.24.040 Compensation.**

Commissioners shall receive fifty dollars per calendar month in which a commission meeting is held and attended; however, no commissioner shall receive more than fifty dollars in any calendar month. Any necessary expense incurred by a member while acting in an official capacity will be reimbursed subject to prior city council approval.

(Prior code § 2-18)

(Ord. No. 522, § 1, 8-11-2008)

#### **2.24.050 Election of officers--Organization.**

The planning commission shall elect a chairman from the seven appointed members for a term of one year and subject to other provisions of law, may create and fill such other offices as such commission may deem necessary. The commission shall hold at least one regular meeting each quarter per calendar year. Such commission may hold such additional and special meetings as may be called by the chairman thereof by notice in writing to each member of the commission. The commission shall adopt rules for the transaction of business.

(Prior code § 2-19)

#### **2.24.060 Powers and duties.**

The city planning commission shall keep records of its business transactions, findings and determinations, which records shall be public records. The city planning commission may, with the approval of the city council, appoint such officers and employees as it may deem necessary for its work. The city planning commission may also recommend to the city council the employment of planning consultants and other specialists for such services as it may require. The city planning commission shall perform such functions and duties and shall have such powers and duties as are prescribed by law and in particular as prescribed in Chapter 3 of Title 7 of the Government Code of the state, and amendments thereto. The city planning commission shall perform such other functions and duties with respect to city planning matters as the city council shall refer.

(Prior code § 2-20)

#### **2.24.070 Conferences and meetings.**

It shall be the duty of the members of the city planning commission to inform themselves on matters affecting the functions and duties of the city planning commission, and to that end, when authorized by the city planning commission, with approval of the city council, may attend planning conferences or meetings of planning executives, hearings on planning legislation or other matters affecting the work of the city planning commission or any part thereof.

(Prior code § 2-21)

### **2.24.080 Expenditures.**

Any expenditures of the city planning commission shall be within the amount appropriated for that purpose by the city council, which city council shall provide the funds, equipment and accommodations necessary for the city planning commission's work.

(Prior code § 2-22)

## **Chapter 2.28 BONDS OF CITY OFFICIALS**

### Sections:

[2.28.010 City clerk.](#)

[2.28.020 City treasurer.](#)

[2.28.030 Sureties.](#)

[2.28.040 Bonds payable to city.](#)

[2.28.050 Payment of premiums.](#)

[2.28.060 Conditions.](#)

[2.28.070 Approval by city attorney.](#)

### **2.28.010 City clerk.**

The city clerk, before entering upon the duties of his office, shall execute a bond to the city of Bishop in a reasonable amount which shall be set by resolution of the city council in accordance with Government Code Section 36518. The amount of the bond may be changed during the term of office of the city clerk.

(Ord. 430 § 3, 1985: prior code § 2-8)

### **2.28.020 City treasurer.**

The city treasurer, before entering upon the duties of his office, shall execute a bond to the city of Bishop in a reasonable amount which shall be set by resolution by the city council in accordance with Government Code Section 36518. The amount of the bond may be changed during the term of office of the city treasurer.

(Ord. 430 § 4, 1985: prior code § 2-9)

### **2.28.030 Sureties.**

The surety of the bonds provided for in this chapter shall be a duly organized surety company authorized to do surety business in the state, in the manner provided by law.

(Prior code § 2-10)

### **2.28.040 Bonds payable to city.**

The bonds provided under this chapter shall be payable to the city.

(Prior code § 2-11)

### **2.28.050 Payment of premiums.**