



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

City Council Chambers - 301 West Line Street - Bishop, California

NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the City Clerk at 760-873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 13.102-35.104 ADA Title II)

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California during normal business hours. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

Members of the public desiring to speak on a matter appearing on the agenda should ask the Mayor for the opportunity to be heard when the item comes up for Council consideration. NOTE: Comments for all agenda items are limited to a speaking time of three minutes.

MONDAY, MAY 13, 2013
7:00 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT – NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Mayor, please state your name and address for the record and please limit your comments to three minutes. Under California law the City Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the City Council may briefly respond to comments or questions from members of the public. Therefore, the City Council will listen to all public comment but will not generally discuss the matter or take action on it.

RECOGNITION

(1) COUNCIL RECOGNITION will be made to Zonata “Zoey” Brown for her outstanding accomplishments.

MULE DAYS UPDATE AND PROCLAMATION

(2) An update on the Bishop Mule Days event and a request for a proclamation to honor military families will be presented by Bishop Mule Days Executive Board President Dana Crom.

NORTHERN INYO HOSPITAL (NIH) QUARTERLY UPDATE – NIH Community Development, Marketing & Grant Writing Director Angie Aukee

DEPARTMENT HEAD REPORTS

Updates on department activities will be given by the Department Heads

- A. Fire Chief Ray Seguine
- B. Police Chief Chris Carter
- C. Public Works Director/City Engineer Dave Grah
- D. City Administrator/Community Services Director Keith Caldwell

CONSENT CALENDAR – NOTICE TO THE PUBLIC: All matters under the Consent Calendar are considered routine by the City and will be acted on by one motion.

(3)

FOR APPROVAL/FILING

- | | |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Minutes | (a) Study Session – April 22, 2013 |
| | (b) Council Meeting – April 22, 2013 |
| Reports | (c) Personnel Status Change Report |
| | (d) Request to surplus found property – Log # BPD-142-13 |
| Contracts | (e) Standard Agreement with the 18 th District Agricultural Association/Eastern Sierra Tri-County Fairgrounds for the Fire Department Destruction Derby on September 1, 2013 |
| | (f) Investment Portfolio – March 2013 |
| | (g) Warrant Register April 2013 |

FOR INFORMATION/FILING

- | | |
|---------|-------------------------------------------------------|
| Agendas | (h) Water and Sewer Commission Agenda – May 14, 2013 |
| | (i) Planning Commission Agenda – April 30, 2013 |
| Minutes | (j) Planning Commission Minutes – March 26, 2013 |
| Reports | (k) Public Works Building Permits Report – April 2013 |
| | (l) Public Works Report – March 2013 |
| | (m) Public Works Report – April 2013 |
| | (n) Water Funds Monthly Balances 2012/2013 |
| | (o) Sewer Funds Monthly Balances 2012/2013 |

PUBLIC HEARING

- (4) **PROPOSED ORDINANCE RELATING TO THE DIRECTOR OF EMERGENCY SERVICES** – A public hearing will be held to give citizens an opportunity to make their comments known regarding the proposed ordinance relating to the director of emergency services.

NEW BUSINESS

- (5) **PROPOSED ORDINANCE RELATING TO THE DIRECTOR OF EMERGENCY SERVICES** – Consideration to approve the first reading/introduction of an ordinance to amend Sections 2.36.030 and 2.36.050 of Chapter 2.36 Emergency Organization and Services of the Bishop Municipal Code relating to the Director of Emergency Services – Administration.
- (6) **RESOLUTION NO. 13-07 USED OIL PAYMENT PROGRAM** – Consideration to adopt a resolution authorizing the County of Inyo to submit an application on the City’s behalf for the 2013-2014 Used Oil Payment Program 3 – Administration.
- (7) **CITY COUNCIL SALARIES AND BENEFITS** – Council discussion and action regarding City Council Salaries and Benefits - Administration.
- (8) **BID AWARD – PURCHASE OF CARPET FOR THE CLARKE WING HALLWAY OF CITY HALL** – Consideration to award bid for the purchase of carpet for the Clarke Wing hallway of City Hall – Administration.
- (9) **AUDITOR PROPOSAL** – Council consideration to approve the professional services contract for auditor services for Fiscal Year ending June 2013 – Administration.
- (10) **BUDGET ADJUSTMENTS/TRANSFERS** – Consideration to take action to approve the budget adjustments and transfers for Fiscal Year 2012-2013 through April 30, 2013 as presented – Administration/Finance.

- (11) SET INTERVIEW COMMITTEE FOR PLANNING COMMISSION – Consideration to appoint two Council members to serve on the interview committee to fill a vacancy on the Planning Commission – Administration.
- (12) STREET CLOSURE – MULE DAYS PARADE – Consideration to authorize closure of several streets for the 2013 Mule Days Parade on Saturday, May 25, 2013 – Public Works.
- (13) STREET CLOSURE – BISHOP UNION HIGH SCHOOL GRADUATION – Consideration to authorize the closure of certain streets for the high school graduation ceremonies on Friday, June 7, 2013 – Public Works.
- (14) AMEND MAD DOGS STREET VENDOR PERMIT – Consideration to approve amending Mad Dogs of Bishop Street Vendor Permit for Calendar Year 2013 – Public Works.
- (15) DECLARE CITY STREET SWEEPER AS SURPLUS – Consideration to approve declaring a city street sweeper as surplus and approving its disposal – Public Works.
- (16) 2014 HOUSING ELEMENT UPDATE AND GENERAL PLAN UPDATE COORDINATION – Consideration to continue the current agreement with Bauer Environmental Services to reflect the new scope and fees associated with the 2014-2019 General Plan Update – Planning.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

Tuesday, May 28, 2013 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, June 10, 2013 – 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Friday, June 14, 2013 – Time: TBA – Council Retreat - Executive Conference Room
Monday, June 24, 2013 – 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, July 8, 2013 – 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, July 22, 2013 – 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers



CITY OF BISHOP

STUDY SESSION AGENDA

Council Chambers - 301 West Line Street - Bishop, California

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MONDAY, MAY 13, 2013

4:00 p.m.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT - NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Mayor, please state your name and address for the record and please limit your comments to three minutes. Under California law the City Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the City Council may briefly respond to comments or questions from members of the public. Therefore, the City Council will listen to all public comment but will not generally discuss the matter or take action on it.

SCHEDULED DISCUSSION

1. Selection of Quarterly Citizen Award to be presented June 10
2. Set date for Department Head Evaluations/Review Schedule
3. Strategic planning discussion for the Friday, June 14, 2013 Council Retreat
4. Discussion on Rural Fire Board/City Council Rules and Procedures
5. Current 7:00 p.m. agenda items
6. Future agenda items
7. Department Head Reports

DISCUSSION

1. Councilmember David Stottlemyre
2. Councilmember Pat Gardner
3. Councilmember Keith Glidewell
4. Mayor Pro Tem Jim Ellis
5. Mayor Laura Smith

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – City Attorney

ADJOURNMENT – To City Council meeting scheduled at 7:00 p.m. in the City Council Chambers.

STUDY SESSION

TO: City Council

FROM: Keith Caldwell, City Administrator *KJC*

SUBJECT: **PROCESS FOR MANAGEMENT EVALUATIONS**

DATE: May 13, 2013

Personnel evaluations for management will be done in June. Evaluation forms which have been used in the past include:

- Appointed Official Self-Evaluation Form – This form will be given to management personnel by May 3, 2013. When completed they will be collected, copied, and provided to Council along with the June 10, 2013 agenda packet for your review prior to the evaluation meetings.
- Evaluation Worksheet for Appointed Official – This form will be used by each Council Member during the scheduled management evaluation. Upon completion, each Councilmember will submit this worksheet to the Mayor who will review and provide all copies to the Assistant City Clerk for tallying and typing.
- City Council Final Evaluation of Appointed Official – This form will be typed and ready for review with each department head at the (second meeting in June) June 24th Council meeting. All Council Members and the department head will sign. The original will be placed in the personnel file and a copy provided to the employee.

The forms are presented for your review. No action is required. Any modifications will be considered. Closed sessions at the Study Sessions and Council meetings for both June dates have been scheduled at this time. Staff is requesting direction from Council on a proposed management evaluation schedule for the month of June.

Option 1: Schedule the management evaluations with each department head on Monday, June 10th in closed sessions held during Study Session and after the 7:00 p.m. Council meeting (see the attached proposed schedule).

Option 2: Schedule the management evaluations on Friday, June 14th in a closed session at the beginning of the already scheduled Council Retreat meeting (see the attached proposed schedule).

RECOMMENDATION:

Review the attached documents and dates for the annual management evaluations.

CITY OF BISHOP

APPOINTED OFFICIAL SELF-EVALUATION FORM

Name: _____

The response to the questions on this form should be completed and provided to the City Clerk's office by the deadline for Council review before evaluations. Additional pages may be added as needed. Your comments on these self-evaluation questions will be attached to the Final Evaluation form when filed.

1. What progress have you made in accomplishing your goals and/or work assignments since your last evaluation?
 2. What other job-related accomplishments have you had that were not part of the goals set at your last evaluations?
 3. What obstacles or setbacks did you encounter during the year?
 4. What do you see as your major goals for this next evaluation period?
-
5. What can the Council do to help you accomplish these goals?
 6. What suggestions do you have for improving the effectiveness between you and the Council?
 7. Do you have specific training needs which the Council can facilitate and how will these needs help you in meeting your goals?
 8. Are there any other issues or comments you wish to share?

Appointed Official Signature

Date

EVALUATION WORKSHEET FOR APPOINTED OFFICIAL

City Administrator Community Services Director Fire Chief Police Chief Public Works Director

The following areas of performance are considered when evaluating appointed officials. Incumbents are rated on a scale of 1 through 5 as follows:

5 – Exceptional:	Exceeds standards on a consistent basis
4 – Highly competent:	Generally exceeds standards and requirements
3 – Competent:	Expected performance level
2 – Needs Improvement:	Does not consistently meet standards
1 – Poor:	Consistently deficient in meeting most standards

PERFORMANCE AREAS

LEADERSHIP: Ability to effectively lead, direct, motivate, and inspire others; skill in eliciting attention and respect from personnel; skill in maintaining a team spirit and cooperative efforts among staff; skill in developing subordinates to meet their potential.

Poor 1	Needs Improvement 2	Competent 3	Highly Competent 4	Exceptional 5
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INTERPERSONAL/COMMUNITY RELATIONS: Ability to deal with people; skill in maintaining cooperative, friendly relations with the public and City employees; approachability; skill in handling conflict and confrontation; skill in inspiring confidence in others.

Poor 1	Needs Improvement 2	Competent 3	Highly Competent 4	Exceptional 5
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JUDGMENT/PROBLEM SOLVING: Ability to identify and resolve complex problems through use of sound methods and application of creative solutions; thoroughness of analysis and degree of objectivity and foresight; skill in making sound decisions and considering possible alternatives.

Poor 1	Needs Improvement 2	Competent 3	Highly Competent 4	Exceptional 5
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COMMUNICATION: Ability to communicate thoughts and ideas orally and in written form, and have them understood by others; ability to carefully listen, observe, understand, and respond to what is communicated by others; skill in preparing written documents in a thorough and professional manner; skill in well-prepared, well-articulated, concise and understandable public presentations.

Poor 1	Needs Improvement 2	Competent 3	Highly Competent 4	Exceptional 5
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MAJOR GOALS: Ability to accomplish goals and objectives as stated.

Poor 1	Needs Improvement 2	Competent 3	Highly Competent 4	Exceptional 5
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Print Name of City Council Member

Date

CITY COUNCIL FINAL EVALUATION OF APPOINTED OFFICIAL

City Administrator Community Services Director Fire Chief Police Chief Public Works Director

The following areas of performance are considered when evaluating appointed officials. Incumbents are rated on a scale of 1 through 5 as follows:

5 – Exceptional:	Exceeds standards on a consistent basis
4 – Highly competent:	Generally exceeds standards and requirements
3 – Competent:	Expected performance level
2 – Needs Improvement:	Does not consistently meet standards
1 – Poor:	Consistently deficient in meeting most standards

PERFORMANCE AREAS

LEADERSHIP: Ability to effectively lead, direct, motivate, and inspire others; skill in eliciting attention and respect from personnel; skill in maintaining a team spirit and cooperative efforts among staff; skill in developing subordinates to meet their potential.

AVERAGE SCORE:

INTERPERSONAL/COMMUNITY RELATIONS: Ability to deal with people; skill in maintaining cooperative, friendly relations with the public and City employees; approachability; skill in handling conflict and confrontation; skill in inspiring confidence in others.

AVERAGE SCORE:

JUDGMENT/PROBLEM SOLVING: Ability to identify and resolve complex problems through use of sound methods and application of creative solutions; thoroughness of analysis and degree of objectivity and foresight; skill in making sound decisions and considering possible alternatives.

AVERAGE SCORE:

COMMUNICATION: Ability to communicate thoughts and ideas orally and in written form, and have them understood by others; ability to carefully listen, observe, understand, and respond to what is communicated by others; skill in preparing written documents in a thorough and professional manner; skill in well-prepared, well-articulated, concise and understandable public presentations.

AVERAGE SCORE:

MAJOR GOALS: Ability to accomplish goals and objectives as stated.

AVERAGE SCORE:

EVALUATION OF APPOINTED OFFICIAL

City Administrator Community Services Director Fire Chief Police Chief Public Works Director

TOTAL OVERALL SCORE:

Signature of Appointed Official

Printed Name of Appointed Official

Date

BISHOP CITY COUNCIL

Council Member

Date

Council Member

Date

Council Member

Date

Mayor Pro Tem

Date

Mayor

Date

OPTION 1: DO EVALUATIONS ON COUNCIL MEETING DAY?

MANAGEMENT EVALUATION SCHEDULE

Monday, June 10, 2013

- 4:00 p.m. Study Session
- 4:15 p.m. Convene to Closed Session for Personnel Evaluations of Department Heads
- Fire Chief
 - Police Chief
 - Public Works Director
- 6:15 p.m. Dinner Break – Continued Personnel Evaluations
- 7:00 p.m. Council Meeting
- Regular Meeting At the end of the meeting Council will convene to Closed Session to continue Personnel Evaluations for Department Heads
- Administrator/Community Services Director

OPTION 2: DO EVALUATIONS AFTER COUNCIL MEETING?

MANAGEMENT EVALUATION SCHEDULE

Friday, June 14, 2013

8:30 a.m. (instead of 9:00 a.m.)	CLOSED SESSION BEGINS
8:45 a.m. – 9:15 a.m.	Fire Chief
9:30 a.m. – 10:00 a.m.	Police Chief
10:15 a.m. – 10:45 a.m.	Public Works Director
11:00 a.m. – 11:30 a.m.	City Administrator/Community Services Director
11:30 a.m. – 12:30 p.m.	LUNCH BREAK
12:30 p.m. – 4:30 p.m.	RETREAT MEETING BEGINS
	STRATEGIC PLANNING

AGENDA PLANNING FOR UPCOMING MEETINGS

TUES – MAY 28, 2013 MEETINGS

4:00 PM

- CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – City Attorney

7:00 PM

- Chamber of Commerce Update – (Tawni Thomson)
- County of Inyo Update – (Supervisor Jeff Griffiths)
- Public Hearing – Initial Study and a Negative Declaration prepared for a conditional use permit for the Salvation Army church and store – Planning (G.Schley)
- Second Reading/Adoption – Ordinance to modify language to Municipal Code 2.36.030 and 2.36.050 – Appointing City Administrator as Director of Emergency Services – Administration (K.Caldwell)
- Consideration to appoint Planning Commissioner to fill vacancy expiring June 22, 2013 – Council
- Approval of contract amendment with Triad for Warren Street Project – Public Works (D.Grah)
- Approve request to enter into a mutual aid agreement with Inyo County Sheriff's Department – Police Department (C.Carter)
- Fiscal Year 2012-2013 Budget Review – Finance (C.Solesbee/K.Caldwell)

MON – JUNE 10, 2013 MEETINGS

4:00 PM

- CLOSED SESSION

7:00 PM

- Miss City of Bishop and Miss Teen City of Bishop Quarterly Reports
- Presentation of Quarterly Citizen Award
- Public Hearing and First Reading/Introduction of proposed zoning amendment ordinance relating to cottage food operations
- Approval to release a man hole survey RFP – PW (D. Grah)
- Approve payment for ESCSD for monitoring well #8 – Public Works (D.Grah)
- Award Fowler Street Water Line Construction Contract – Public Works (D.Grah)
- Approval to hire Public Works Intern – Public Works (D.Grah)
- Approval of Sludge Transfer Work Order – Public Works (D.Grah)
- CLOSED SESSION

FRI - JUNE 14, 2013 - RETREAT

TIME TO BE ANNOUNCED

- CLOSED SESSION
- Strategic Planning

MON, JUNE 24, 2013 MEETINGS

4:00 PM

- CLOSED SESSION

7:00 PM

- Chamber of Commerce Update
- Update by Supervisor Jeff Griffiths
- Inyo County Lease Agreement for office space in City Hall (consent)
- CLOSED SESSION

MON – JULY 8, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Accept the Wye Road Deed

MON, JULY 22, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce Update
- Update by Supervisor Jeff Griffiths

MON, AUGUST 12, 2013 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented September 9th

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Approval Man Hole Survey Contract
- Approval of a Digester Cleaning Contact

MON – AUGUST 26, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce Update
- Update by Supervisor Jeff Griffiths

MON, SEPTEMBER 9, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Reports
- Water and Sewer Commission rate recommendations
- Chamber of Commerce Update
- Grant SCE easements – Wye Road

MON – SEPTEMBER 23, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce Update
- Update by Supervisor Jeff Griffiths

TUES, OCTOBER 15, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Approve Water and Sewer Rate hearing notices

MON – OCTOBER 28, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce Update
- Update by Supervisor Jeff Griffiths

TUES, NOVEMBER 12, 2013 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented December 9

7:00 PM

- Chamber of Commerce Update
- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)

MON, NOVEMBER 25, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Update by Supervisor Jeff Griffiths

MON, DECEMBER 9, 2013 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Reports
- Chamber of Commerce Update
- Public Hearing - water and sewer rates
- Reorganization – Selection of Mayor and Mayor Pro Tem
- Review of Mayoral Appointments

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KIC*

SUBJECT: RECOGNITION – ZONATA “ZOEY” BROWN

DATE: MAY 13, 2013

Attachments:

- The Inyo Register’s article titled, ‘Amazing’ student rises to challenges of autism – May 2, 2013

BACKGROUND/SUMMARY

Zonata “Zoey” Brown, a Chalfant Valley 9-year-old, entered the California Miss Amazing Pageant 2013 and won first place in the Rising Stars talent show for her beautiful singing voice.

As mentioned in the attached article in the Inyo Register on May 2, 2013, Zoey was diagnosed with moderate-to-severe autism at the age of 1-1/2. Zoey was nonverbal. Now through her successful occupational, speech, and neuro-brain feedback therapy, along with years of support from her mother, Amanda Granado and others, she has overcome many challenges.

RECOMMENDATION

Present a Certificate of Recognition to Zonata “Zoey” Brown for her outstanding accomplishments.



Zoey Brown, an 11-year-old Chalfant Valley girl, displays the first-place trophy she won with her beautiful vocal stylings in the talent show portion of the Southern California Miss Amazing Pageant on April 13. Her mom, Amanda Granado said Zoey was proud that "she was able to get up in front of hundreds of people and perform." Not bad for an autistic child whom specialists said would never talk.

Photo courtesy Amanda Granado

'Amazing' student rises to challenges of autism

Parents, staff at Round Valley Elementary proud of Zonata Brown's progress as she learns and grows

By Marilyn Blake Phillip
Register Staff

Thanks to one dedicated mother's ongoing advocacy, a local child is able to sing, compete, succeed academically and look into a future full of even more positive experiences – and all of her schoolmates are benefiting, too.

Zonata Brown, a Chalfant Valley 9-year-old who prefers to be called Zoey, entered the California Miss Amazing Pageant 2013 and won first place in the Rising Stars talent show for her beautiful singing voice, her mother, Amanda Granado, said.

"Zoey walked away with a trophy and a medal and this amazing smile. She was so proud of herself – not that she won, but that she was able to get up in front of hundreds of people and perform," Granado said, adding that the little contestant had no stage fright, even when interviewed by five judges.

The Miss Amazing Pageant, held April 13-14 in Laverne, is a competition for special needs girls and Zoey's victory was also

See AMAZING, page 5

AMAZING

Continued from front page
Granado's. Through Granado's activism and advocacy, Zoey has measurably grown since she was diagnosed with moderate-to-severe autism at the age of 1-1/2. Zoey was nonverbal. She had frequent "meltdowns," striking out at others, which is a characteristic of autism.

Zoey has "overcome a lot with the minimal services" available in the area, said Granado. Specialists in Loma Linda gave a bleak prognosis and suggested medications for Zoey, "which don't work well on children." An outreach to Mono County netted Granado an offer of "only occupational therapy when she needed a speech therapist."

Undeterred, when Zoey was 3, Granado enrolled her in teacher Marty Hogue's Inyo County pre-school program. Hogue "found out exactly what it would take to teach Zoey" and for two years she received occupational and speech therapy there, Granado said.

At age 4, Zoey began neuro-brain feedback therapy with Dr. Nicolas Dogris at Neurofield in Bishop. "He awakened certain parts of her brain," Granado explained. Within three months, Zoey was able to talk enough to communicate.

When it was time to go to kindergarten, Zoey joined her then-fourth-grade sister, Mariposa Brown, at Granado's K-8 alma mater, Round Valley Joint Elementary School. "They have done an amazing job, so I have a lot to be thankful for."

Granado has been an integral part of that "amazing" job, said Round Valley Joint Elementary School Superintendent/Principal Dan Moore, who also has eight years experience as a special education director. "Round Valley was not ready for her when she got there," Granado said; she was the first autistic student to attend. "The first year was tough so I did the research and gave the teachers resource materials and implemented

"People that work hard to help our children be successful in our community ... (Zoey) would not be where she is today if it had not been for them ... There are some amazing people in this area that work with our kids and do not get recognized enough."

— Amanda Granado

trainings."

Moore said, "Amanda provides the most excellent support. She has worked well with the school and is very engaged with her child. I have a lot of respect for her."

Granado said she follows up with Moore to assure that Zoey's teachers and aides receive the training required to handle her special educational and behavioral needs. "Their success is my daughter's success."

Moore said that success is achieved by a multi-pronged effort to properly accommodate the learning process of all the special needs members of Round Valley's 151-member student body. The entire staff receives in-school trainings by Palmdale-based California Psychcare, an organization which does behavioral interventions and assessments to aid in the implementation of successful strategies for working with special-needs children.

In addition, Moore said, staff that works with special-needs students are sent to relevant, out-of-area conferences, as needed. "And because our school is small, we also do a 100 percent push-in program" whereby special-needs kids get

the extra attention they need in the classroom setting rather than in pull-out sessions.

Now a fourth-grader, Zoey performs at grade-level in some areas though not all, Granada said. The staff "found her strengths and learned how to teach her" and Zoey is doing things that specialists said she'd never be able to do.

Teaching Assistant Principal Karen Marshall, who is also Zoey's resource teacher said, "I have learned at least as much from Zoey as she has from me. Through having her at the school and through Amanda's advocacy all the students have benefited" in terms of the trainings on behavioral intervention, use of positive reinforcement and special-needs education.

Granada expressed gratitude for the great team that continues to work with Zoey, "people that work hard to help our children be successful in our community ... (Zoey) would not be where she is today if it had not been for them ... There are some amazing people in this area that work with our kids and do not get recognized enough." Granada thanked Occupational Therapist Abby Villanueva and Speech Therapist Anne Stanley; Marshall, Instructional Aide Vicki Caldwell and other Round Valley staff; and Zoey's supportive older sisters, Mariposa, Cindy, Bonnie and Emma Sue Brown.

For her part, Granada continues to advocate for Zoey and other kids. "Statewide, every school is required to have a Community Advocacy Committee rep," said CAC representative Granado. CAC provides parents with support so they can ensure that their child's academic needs are met.

For more information about how to become more efficient advocates for their special needs children, Granada said, parents can call Karen Watson at (760) 872-2725. Watson is the Special Education Local Plan Area director and heads the local CAC.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KC

SUBJECT: MULE DAYS UPDATE AND PROCLAMATION –
BISHOP MULE DAYS CELEBRATION

DATE: MAY 13, 2013

Attachments:

- Correspondence from Bishop Mule Days Executive Board President Dana Crom requesting Proclamation
- Proclamation declaring City of Bishop honoring military families

BACKGROUND/SUMMARY

A proclamation from the City Council has been requested by the Bishop Mule Days Executive Board to join the Bishop Mule Days Celebration in paying tribute and giving appreciation to Military Families for their strength, commitment, sacrifices, and unconditional support of our troops.

RECOMMENDATION

Hear an update on the upcoming Mule Days event from Bishop Mule Days Executive Board President Dana Crom. Read and present the Proclamation honoring Military Families.



May 9, 2013

Dana Crom
1141 N Main Street
Bishop, CA 93514

Bishop City Council
377 W Line Street
Bishop, CA 93514

Dear Bishop City Council:

The Bishop Mule Days Celebration is honoring our County's Military Families as this year's Grand Marshall. On behalf of Bishop Mule Days I am requesting that the City of Bishop join us in paying tribute and giving appreciation to these families for their strength, commitment, sacrifices, and unconditional support of our troops. Therefore, I am requesting that the City of Bishop adopt a Proclamation honoring these military families at its regularly scheduled meeting on May 13, 2013. I will be present at your meeting to present the Proclamation and provide an update as to this year's Mule Days event.

Thank you for your consideration and I look forward to meeting with the Council.

Very truly yours,

Dana Crom
Mule Days Executive Board President

**PROCLAMATION
OF THE CITY COUNCIL
CITY OF BISHOP, STATE OF CALIFORNIA
PROCLAIMING AND HONORING MILITARY FAMILIES**

WHEREAS, this year, the Bishop Mule Days Celebration is paying tribute and giving appreciation to Military Families for their strength, commitment, sacrifices, and unconditional support of our troops; and

WHEREAS, the City of Bishop wishes to join with the Bishop Mule Days Celebration in paying tribute and honoring our Military Families; and

WHEREAS, brave men and women throughout this Country continue to demonstrate their courage and commitment to protecting the freedoms that every American holds dear by serving in the United States Military both here and abroad; and

WHEREAS, many of the children of these military personnel living in the State of California and throughout this Country have one or more parent, stepparent, siblings, or extended family members serving on full-time duty status in our armed services, including members of the National Guard and Reservists on active duty; and

WHEREAS, the City of Bishop appreciates the extreme sacrifices and strength of our Military Families, who share the service of their family members, as well as the other caring service men and women who provide support to the families of our enlisted men and women as these families endure long periods of separation from their loved one; and

WHEREAS, our Military Families are an integral part of the fabric of our Nation, making significant contributions to our schools, communities, our City, County, State and the Country, despite the prolonged and repeated absences of one or both parents; and

WHEREAS, these Military Families are a source of pride and honor to one and all, and it is fitting that we take the time to recognize their contributions, celebrate their spirit, and honor their sacrifices.

NOW THEREFORE BE IT PROCLAIMED, the Bishop City Council offers its sincere appreciation and gratitude to our Military Families for their strength, unwavering commitment, selfless sacrifices, and unconditional support of our Nation's service men and women.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Bishop to be affixed this 13th day of May 2013.

LAURA SMITH, MAYOR
CITY OF BISHOP

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
APRIL 22, 2013

CALL TO ORDER Mayor Smith called the meeting to order at 4:01 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.

COUNCIL PRESENT Council Members David Stottlemyre, Pat Gardner, Keith Glidewell
Mayor Pro Tem Jim Ellis
Mayor Laura Smith

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, City Attorney
Cheryl Solesbee, Assistant Finance Director
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer

PUBLIC COMMENT The Mayor announced the public comment period. No public comments were provided.

SCHEDULED DISCUSSION Discussion was held on the following Study Session agenda items:

1. Review of Desert Mountain City Council Salaries Staff surveyed all of the Cities that are a part of the Desert Mountain Division of the League of California Cities to find out what salaries and benefits were provided to each of their council members. The surveyed information was compiled into a summary document that was handed out to Council for their review and comment. The information was discussed and will be discussed further at a future meeting.

2. Current 7:00 p.m. agenda items Discussion was held on the upcoming agenda items for the evening meeting. Questions were answered by staff as needed.

3. Future agenda items The list of future agenda items was reviewed. Council requested that a Council Retreat be scheduled for 9:00 a.m. on Friday, June 14, 2013.

4. Department Head Reports Reports were given as appropriate.

COUNCIL DISCUSSION Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.

CLOSED SESSION

At 5:30 p.m. the Council recessed to closed session as agendized:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
pursuant to Government Code § 54956.9 (d) – Jepson vs. City of
Bishop; Case number: SICVPT1152863

**RECONVENED TO OPEN
SESSION**

At 6:00 p.m. the meeting was convened to open session. The
City Administrator reported that no action was taken in closed
session and no announcement was made.

ADJOURNMENT

The meeting was adjourned at 6:00 p.m. to the regular meeting
scheduled at 7:00 p.m.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
APRIL 22, 2013

CALL TO ORDER Mayor Smith called the meeting of the Bishop City Council to order at 7:02 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

INVOCATION The invocation was given by Lieutenant Cathie McCulley of The Salvation Army followed by the Pledge of Allegiance led by Councilmember Stottlemyre.

COUNCIL PRESENT Councilmembers David Stottlemyre, Pat Gardner, Keith Glidewell
Mayor Pro Tem Jim Ellis
Mayor Laura Smith

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, City Attorney
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director
Gary Schley, Public Services Officer

PUBLIC COMMENT The Mayor announced the public comment period.

Gayla Wolf mentioned to Council that the lights were too dim over the City Hall parking lot. City Administrator Keith Caldwell replied that they have been fixed. Ms. Wolf also mentioned to Council that the Warren Street project appears to make some very nice improvements to the city, however she asked that Council take a look at this project with “frugal eyes” based on its location and to consider that there may be something else that we should be spending our city funds on.

No further public comments were provided.

DEPARTMENT HEAD REPORTS Reports from Administration, Community Services, Fire, Police, and Public Works were given on the departments’ activities including upcoming and ongoing projects.

SOUTHERN CALIFORNIA EDISON (SCE) UPDATE SCE Region Manager of Local Public Affairs Daniel S. Brady thanked Council for the opportunity to give an update on SCE’s affairs and thanked staff for continuing to work together on local projects. Mr. Brady presented Council with a handout titled SCE Emergency Communication Plan For

Local Governments – April 22, 2013. Due to the past severe wind storms, SCE has been working with local agencies to come up with ways to communicate better in the future. He reviewed the handout on SCE’s emergency communication plan for local governments and welcomed any further questions. Mr. Brady also mentioned that one of SCE’s current projects is to replace old electrical line poles with new ones. Council thanked Mr. Brady for his presentation.

INYO COUNTY UPDATE

Second District Supervisor Jeff Griffiths provided an update on Inyo County business and activities.

CHAMBER OF COMMERCE UPDATE

Tawni Thomson, Executive Director of the Bishop Chamber of Commerce provided a report on Chamber activities and Visitors Bureau statistics. She mentioned that the City of Bishop was featured in the *Group Tour Magazine* and reminded everyone that “Rainbow Days” is back for this year’s opening day of fishing.

Mayor Smith asked California Highway Patrol (CHP) Captain Andria Witmer for any comments with the coming fishing opener. Captain Witmer reminded everyone that the CHP is here to educate and serve the public. She wishes everyone a great fishing opener and is looking forward to seeing people having a good time, not a bad time.

**CONSENT CALENDAR
(1)**

A motion was made by Mayor Pro Tem Ellis and passed 5-0 to approve the Consent Calendar as presented:

Motion/Ellis

FOR APPROVAL AND FILING
(a) Study Session – April 8, 2013
(b) Council Meeting – April 8, 2013

PUBLIC HEARING

**CITY FEES AND CHARGES
FISCAL YEAR 2013-2014
(2)**

The Mayor opened a public hearing to hear and consider public comment on city fees and charges for Fiscal Year 2013-2014. No public comment was received during the public hearing.

Motion/Gardner

Councilmember Gardner made a motion to close the public hearing. Motion passed 5-0.

NEW BUSINESS

**RESOLUTION NO. 13-03
(3)
Motion/Stottlemire**

On a motion by Councilmember Stottlemire, the Council voted 5-0 to adopt Resolution No. 13-03 by title only, “RESOLUTION NO. 13-03 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING AND RESTATING CERTAIN FEES AND CHARGES FOR CITY

SERVICES.”

RESOLUTION NO. 13-05
(4)
Motion/Ellis

On a motion by Mayor Pro Tem Ellis, the Council voted 5-0 to adopt Resolution No. 13-05 by title only, “RESOLUTION NO. 13-05 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADOPTING A POLICY REGARDING INVOCATIONS AT MEETINGS OF THE CITY COUNCIL OF THE CITY OF BISHOP.”

REQUEST TO ADVERTISE
FOR BIDS FOR THE
PURCHASE OF CARPET
(5)
Motion/Stottlemire

Councilmember Stottlemire made a motion to approve the advertisement for bids for the purchase and installation of carpet in the Clarke Wing Hallway of City Hall. Motion passed 4-0 with Smith absent and excused.

REQUEST TO WAIVE THE
OPEN MARKET PROCEDURE
TO PURCHASE
AMMUNITION
(6)
Motion/Gardner

Councilmember Gardner made a motion to approve the exception to the open market procedure for the purchase of ammunition for the Police Department, amount not to exceed \$8,500. Motion passed 4-0 with Smith absent.

REQUEST TO WAIVE THE
OPEN MARKET PROCEDURE
TO PURCHASE 911
RECORDING EQUIPMENT
(7)
Motion/Glidewell

Councilmember Glidewell made a motion to approve the exception to the open market procedure for the purchase of 911 Recording System and Software with the total cost of \$27,695.60 to be reimbursed by the State of California 911 Emergency Communications Office and the use of unbudgeted reserves, not to exceed \$28,000. Motion passed 4-0 with Smith absent.

REQUEST TO WAIVE HIRING
FREEZE
(8)
Motion/Stottlemire

Councilmember Stottlemire made a motion to approve waiving the hiring freeze to fill the vacant position of Part-Time Office Assistant in the Police Department. Motion passed 4-0 with Smith absent.

RESOLUTION NO. 13-04
(9)
Motion/Stottlemire

On a motion by Councilmember Stottlemire, the Council voted 4-0 with Smith absent to adopt Resolution No. 13-04 by title only, “RESOLUTION NO. 13-04 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ACCEPTING A GRANT DEED FROM JOSEPH ENTERPRISES, L.P. [GOVERNMENT CODE §27281]” and authorize the City Attorney to replace the unexecuted grant deed with the executed grant deed.

RESOLUTION NO. 13-06
(10)
Motion/Gardner

On a motion by Councilmember Gardner, the Council voted 4-0 with Smith absent to adopt Resolution No. 13-06 by title only, “RESOLUTION NO. 13-06 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, APPROVING THE TEMPORARY

CLOSURE OF MAIN STREET AND WEST LINE STREET AND THE RE-ROUTING OF TRAFFIC DUE TO PARADES FOR THE CALENDAR YEAR 2013.”

NORTH FOWLER WATER
LINE REPLACEMENT
PROJECT
(11)
Motion/Stottlemyre

Councilmember Stottlemyre made a motion to approve the advertisement for construction bids for the North Fowler Water Line Replacement Project. Motion passed 4-0 with Smith absent.

ORDINANCE RELATING TO
SUPPORTIVE AND
TRANSITIONAL HOUSING
(12)
Motion/Gardner

On a motion by Councilmember Gardner, the Council voted 4-0 with Smith absent to adopt the ordinance by title only, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING SECTION 17.08.116 AND 17.08.117 TO CHAPTER 17.08 DEFINITIONS OF TITLE 17 ZONING OF THE BISHOP MUNICIPAL CODE; AND AMENDING CHAPTER 17.38 ES EMERGENCY SHELTER COMBINING DISTRICT AND ORDINANCE NO. 534 RESPECTING SUPPORTIVE AND TRANSITIONAL HOUSING.”

COUNCIL REPORTS

Council Members reported on committee meetings and announced upcoming community events.

ADJOURNMENT

Mayor Pro Tem Ellis adjourned the meeting at 9:05 p.m. to the Study Session scheduled for Monday, May 13, 2013 at 4:00 p.m. in the City Council Chambers.

LAURA SMITH, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KC

SUBJECT: CONSENT CALENDAR – PERSONNEL STATUS CHANGE REPORT

DATE: MAY 13, 2013

The following personnel item has been submitted for action at this meeting:

<u>POLICE DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
(A) Reserve Level I Part-Time - \$15.25/hour to Part-Time - \$35.00/hour Robert Stephens	4/1/2013
(B) Police Officer Step 3 to Sergeant Step 3 Full-Time - \$6,104.00/month to Full-Time - \$7,005.00/month + 4½ % Incentives David Jepson	4/16/2013
(C) Office Assistant Part-Time \$13.25 – Step I \$14.25 – Step II \$15.25 – Step III HIRE: Misti W. Smith	4/23/2013

3d

RECEIVED

APR 24 2013

CITY OF BISHOP

**Bishop Police Department
Interoffice Memorandum**

Date: 04/24/13

BPD Memo Log# BPD-142-13

To: Keith Caldwell, City Administrator

From: Chris Carter, Chief of Police

Subject: Surplus and Found Property

I request approval from the City Council to authorize destruction, release or sale of the following property per the agreement with PropertyRoom.com per City of Bishop BCO 3.48.030 (Property held for three months deemed unclaimed).

SURPLUS PROPERTY

CASE #	DESCRIPTION	SERIAL #	PROPERTY TAG #	DISPO DATE
12-0985	Billabong brown Women's wallet	N/A	1	03/08/13
13-0001	Chain w/heart shaped pendant	N/A	1	04/01/13
13-0025	WY driver's license	N/A	1	04/10/13
13-0044	Small gold band	N/A	1	04/18/13

Items will not be destroyed until after purge date



Chris Carter, Chief of Police

Date 4-24-13

Sent to CITY HALL
from Bishop PD

APR 24 2013

BY: _____

3e

AGREEMENT NUMBER SA-13-07
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

18th District Agricultural Association/ Eastern Sierra Tri-County Fairgrounds

CONTRACTOR'S NAME

City of Bishop Fire Department

2. The term of this Agreement is: September 1, 2013 through September 1, 2013

3. The maximum amount of this Agreement is: \$ To Be Determined (80% of ticket sales, less fair admission portion of combination)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page(s)
Exhibit B – Budget Detail and Payment Provisions	0 page(s)
Exhibit C* – General Terms and Conditions	4
Check mark one item below as Exhibit D:	
<input checked="" type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)	1 page(s)
<input type="checkbox"/> Exhibit - D* Special Terms and Conditions	
Exhibit E – Additional Provisions	0 page(s)

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at www.ols.dgs.ca.gov/Standard+Language

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		California Department of General Services Use Only
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) City of Bishop Fire Department		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING (print name & title)		
ADDRESS 207 West Line Street, Bishop, CA 93514		
STATE OF CALIFORNIA		
AGENCY NAME 18 th District Agricultural Association		<input type="checkbox"/> Exempt per:
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Rebecca Bragdon, Manager		
ADDRESS P.O. Box 608, Bishop, CA 93515		

RULES AND REGULATIONS GOVERNING RENTAL SPACE

1. No renter will be allowed to open until all the preliminary requirements herein set forth have been complied with.
2. Renter will conduct his business in a quiet and orderly manner; will deposit all rubbish, slop, garbage, tin cans, paper, etc. in receptacles provided by the Association within said concession plot for such purpose, and will keep the area within and surrounding said concessions free from all rubbish and debris.
3. All buildings, tents, or enclosures erected under the terms of Rental Agreement shall have the prior approval of Association and the local fire suppression authorities. All eating concessions not restricted to specific items will submit menus and prices to Association for approval at least twelve (12) hours in advance of each day's operation.
4. Renter will furnish Association with a list of all sales prices and other charges of any kind whatsoever to be charged by the Renter in said space(s).
5. Renter must furnish receipts for license fees, tax deposits, insurance, etc. prior to event.
6. Renter will conduct the privileges granted in the Rental Agreement according to all the rules and requirements of the State Department of Health Services and local health authorities, and without infringement upon the rights and privileges of others; will not handle or sell any commodities or transact any business whatsoever for which an exclusive privilege is sold by Association, nor engage in any other business whatsoever upon or within said premises or fairgrounds, except that which is herein expressly stipulated and contracted for; will confine said transactions to the space and privileges provided in the Rental Agreement, and that any and all exclusives granted Renter shall not include the carnival and carnival area.
7. Renter will cause to be posted in a conspicuous manner at the front entrance to the concessions, a sign showing the prices to be charged for all articles offered for sale to the public under the Rental Agreement; the size of said sign, manner and place of posting to be approved by Association.
8. Association will furnish necessary janitor service for all aisles, streets, roads, and areas used by the public, but Renter must at his own expense, keep the concession space and adjacent areas properly arranged and clean. All concessions must be clean, all coverings removed and the concessions ready for business each day at least one hour before the Fair is open to the public. Receptacles will be provided at several locations to receive Renter's trash, and such trash must not be swept into the aisles or streets or any public space.
9. All sound-producing devices used by Renter within or outside his space must be of such a nature and must be so operated as not to cause annoyance or inconvenience to his patrons or to other concessionaires or exhibitors and the decision of Association as to the desirability of any such sound-producing device shall be final and conclusive. Sound-amplification equipment may be installed within or outside any space only by first obtaining written permission thereof from Association.
10. Renter agrees that there will be no games, gambling or any other activities within the confine of his space in which money is used as a prize or premium and that he will not buy and/or permit "buy backs" for cash, any prizes or premiums given away to patrons in connection with the use of the space. Only straight merchandising methods shall be used and all methods of operation, demonstration and sale, shall be subject to the approval of the Association and the local law enforcement officials.
11. Renter is entirely responsible for the space allotted to Renter and agrees to reimburse Association for any damage to the real property, equipment, or grounds used in connection with the space allotted to Renter, reasonable wear and tear and damage from causes beyond Renter's control excepted.
12. Association may provide a watchman service which will provide for reasonable protection of the property of Renters, but Association shall not be responsible for loss or damage to the property of Renter.
13. Each and every article of the space and all boxes, crates, packing material, and debris of whatsoever nature used in connection with the space and owned by Renter must be removed from the buildings and grounds by Renter, at his own expense, not later than a date specified by Association. It is understood in the event of Renter's failure to vacate said premises as herein provided, unless permission in writing is first obtained, Association may and is hereby authorized and made the agent of Renter to remove and store the concession and all other material of any nature whatsoever, at the Renter's risk and expense, and renter shall reimburse Association for expenses thus incurred.
14. No Renter will be permitted to sell or dispose of anywhere on the fairgrounds alcoholic beverages as defined in the Alcoholic Beverage Control Act, except in the concession space. Even such limited sales are not to be made unless Renter is authorized in writing by Association and unless he holds a lawful license authorizing such sales on said premises.
15. All safety orders of the Division of Industrial Safety, Department of Industrial Safety, Department of Industrial Relations, must be strictly observed.
16. Failure of Association to insist in any one or more instances upon the observance and/or performance of any of these rules and regulations shall not constitute a waiver of any subsequent breach of any such rules and regulations.
17. This rental agreement shall be subject to termination by either party at any time during the term hereof by giving the other party notice in writing at least 30 days next prior to the date when such termination shall relieve the Association of any further performances of the terms of this agreement.
18. "Contractor, by signing this contract, does swear under penalty that no more than one final unappealable finding of contempt of court by a Federal court has been issued against that Contractor within the immediately preceding two-year period because of the Contractor's failure to comply with an order of the National Labor Relations Board (Government Code Section 14780.5)(SAM Sec. 1212.7)."
19. Renter recognizes and understands that this rental may create a possessors interest subject to property taxation and that the Renter may be subject to the payment of property taxes levied on such interest.
20. The Association shall have the privilege of inspecting the premises covered by this agreement at any time or all times.
21. The parties hereto agree that Renter, and any agents and employees of Renter, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of Association.
22. Time is of the essence of each and all the provisions of this agreement and the provisions of this agreement shall extend to and be binding upon and inure to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties hereto.

EXHIBIT A

SCOPE OF WORK

Attached and Incorporated To Standard Agreement # SA-13-07
Between 18th District Agricultural Assoc. / Eastern Sierra Tri-County Fair and City of Bishop Fire Department

Date and Time: Sunday, September 1, 2013 – 7:00 PM

BVFD SHALL RECEIVE: 80% of gross receipts less fair admission

Tickets: Fair and Derby combination tickets will be sold at \$16 for adults (general admission) and \$13 for children (general admission). Reserved Seats (Also Combination Tickets) will be sold for \$18.00. Fair will retain \$5 per adult admission and \$4 per child admission (under 12 years). Fair will retain \$5 for each reserved seat. City of Bishop Fire Department shall retain \$13 for each Reserved Seat, \$11 for each Adult General Admission Seat and \$9 for each Child General Admission Seat.

Concessions: Eastern Sierra Tri-County Fairgrounds will retain all concessions and retains the right to solicit sponsorship for the event.

Event: The City of Bishop Fire Department will produce a Destruction Derby event which includes the following:
1. Track area staging
2. Sunday morning inspection @west end of the track
3. Pit area-west side of arena
4. West arena for events

Clean Up: The City of Bishop Fire Department is to clean-up the arena and return it to the condition prior to the Destruction Derby. Special equipment must be used to remove all metal and trash from arena and pit area following event.

Personnel: The City of Bishop Fire Department must provide all emergency equipment needed for the event and a portion of the security. Fire Department must also provide personnel to act as ushers to assist patrons with reserved seats. Fire Department must also make arrangements for stand-by ambulance service to be present during all derby events.

Signed:

Rebecca L. Bragdon, Manager
Eastern Sierra Tri-County Fairgrounds
18th District Agricultural Association

Authorized Representative
City of Bishop Fire Department

Date: _____

Print Name & Title

Date: _____

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

Attached and Incorporated To Standard Agreement # SA-13-07

Between 18th District Agricultural Assoc. / Eastern Sierra Tri-County Fair and City of Bishop Fire Department

In addition to the general terms and conditions (GTC 103), Exhibit C, both parties agree with the following statement:

The State Of California, The 18th District Agricultural Association/ Eastern Sierra Tri-County Fairgrounds agrees to indemnify, defend and save harmless the City of Bishop Fire Department, The City of Bishop, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the State Of California, The 18th District Agricultural Association/ Eastern Sierra Tri-County Fairgrounds in the performance of this agreement.

Signed:

Rebecca L. Bragdon, Manager
Eastern Sierra Tri-County Fairgrounds
18th District Agricultural Association

Authorized Representative
City of Bishop Fire Department

Date: _____

Print Name & Title

Date: _____

STANDARD CONTRACT TERMS AND CONDITIONS (F-31, RENTAL AGREEMENT)**1. National Labor Relations Board (PCC Section 10296)**

Contractor, by signing this contract, does swear under penalty of perjury that no more than one final unappealable finding of contempt of court by a Federal Court has been issued against contractor within the immediately preceding two-year period because of the contractor's failure to comply with an order of a Federal Court which orders the contractor to comply with an order of National Labor Relations Board (Public Contract Code Section 10296).

2. Resolution of Contract Disputes (PCC 10240.5, 10381)

If, during the performance of this agreement, a dispute arises between contractor and Fair Management, which cannot be settled by discussion, the contractor shall submit a written statement regarding the dispute to Fair Management. A decision by Fair Management shall be made to the Contractor in writing, and shall be final and conclusive. Contractor shall continue to perform contract requirements without interruption during the dispute period.

3. Non-Discrimination Clause/Statement of Compliance (GC 12990/CCR 8103-8120)

During the performance of this contract, contractor and its subcontractors shall not unlawfully discriminate harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave. Contractors and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. Contractors and subcontractors shall comply with the provision of the Fair Employment and Housing Act (Gov. Code Section 12900, et seq.) and the applicable regulations promulgated there under (CA Code of Regulations, Title 2, Section 7285.0, et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Gov. Code Section 12990 (a-f), set forth in Ch. 5 of Div. 4 of Title 2 of the CA Code of Regulations are incorporated into this contract by reference and made part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. This contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this contract.

Contractor by signing this contract hereby certifies, unless specifically exempted, compliance with Gov. Code 12990 (a-f) and CA Code of Regulations, Title 2, Div. 4, Ch. 5 in matters relating to reporting requirements and the development, implementation and maintenance of a Nondiscrimination Program. Prospective contractor agrees not to unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave.

4. Amendment (GC 11010.5)

Contract modification, when allowable, may be made by formal amendment only.

5. Assignment

This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.

6. Termination

The fair reserves the right to terminate any contract, at any time, upon order of the Board of Directors by giving the contractor notice in writing at least 30 days prior to the date when such termination shall become effective. Such termination shall relieve the fair of any further payments, obligations, and/or performances required in the terms of the contract.

7. **Governing Law**

This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

8. **Conflict of Interest (PCC 10410, 10411, 10420)**

Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (PCC 10410):

- 1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (PCC 10411):

- 1) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (PCC 10420).

9. **Contractor Name Change**

An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

10. **Air or Water Pollution Violation (WC 13301)**

Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. **AMENDMENT:** No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. **ASSIGNMENT:** This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. **AUDIT:** Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. **INDEMNIFICATION:** Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any ~~and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.~~
6. **DISPUTES:** Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. **TERMINATION FOR CAUSE:** The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1). "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2). "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: "For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a). The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b) The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department."

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.



WORKERS' COMPENSATION EXEMPT STATEMENT

I HEREBY CERTIFY THAT I AM AN INDEPENDENT CONTRACTOR AND HAVE NO PAID OR VOLUNTEER EMPLOYEES AND THEREFORE, WORKERS' COMPENSATION INSURANCE WHICH IS REQUIRED FOR EACH CONTRACT AS STATED IN ITEM I.A.3#c. WORKERS' COMPENSATION (CALIFORNIA FAIR SERVICES AUTHORITY INSURANCE REQUIREMENTS DATED 06/06), DOES NOT APPLY TO ME.

I AM AWARE THAT THIS STATEMENT IS FOR THE INTERNAL USE OF CFSA AND THE EASTERN SIERRA TRI-COUNTY FAIR/ 18TH DISTRICT AGRICULTURAL ASSOCIATION AND DOES NOT ALTER THE WORKERS' COMPENSATION REQUIREMENTS IN THE LABOR CODE OF THE STATE OF CALIFORNIA DEFINING "EMPLOYEES."

N/A

Signature of Contractor

Date

Printed Name

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE**: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS**: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

1	<p><u>Requirement to Complete Payee Data Record, STD. 204</u></p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not do business with the State. If the payee does not complete the STD. 204 and the required payee data is not otherwise provided, payment may be reduced for federal backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trusts, and corporations will enter their Federal Employer Identification Number (FEIN).</p>
4	<p><u>Are you a California resident or nonresident?</u></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below: Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov For hearing impaired with TDD, call: 1-800-822-6268 Website: www.ftb.ca.gov</p>
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>
	<p><u>Privacy Statement</u></p> <p>Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.</p> <p>It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and State law imposes noncompliance penalties of up to \$20,000.</p> <p>You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the State agency(ies) with which you transact that business.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>

COPYRIGHT INFRINGEMENT INDEMNIFICATION

Required For All Entertainment Contracts

Attached and incorporated into 18th DAA agreement # SA-13-07

Contractor warrants and represents that no musical, literary or artistic work or other property protected by copyright will be performed, reproduced or used in the performance of this contract unless contractor has previously thereto obtained written permission from the copyright holder. Contractor acknowledges that the contractor acts under this contract as an independent contractor charged with the responsibility at their sole discretion, for selection, performance, reproduction and use of such musical, literary and artistic works a contractor deems appropriate and that contractor undertakes strict compliance with all laws respecting copyrights and the performance, reproduction and use of musical, literary and artistic works. Contractor warrants that in the performance of this contract, contractor will not infringe any statutory, common law or other right of any person by performing, reproducing or otherwise making use of any work or material. Contractor will indemnify, save and hold harmless the State and its agencies, including contracting district agricultural association, and their officers, agents, employees and servants from and against all claims, costs, and expenses(including legal fees), demands, actions and liability of every kind and character whatsoever with respect to copyright and the performance, reproduction and use of musical, literary and artistic works. Contractor authorizes the withholding of payment under this contest pending the final disposition of any claim which may result from the foregoing indemnification.

Contractor Signature

Date

STATE OF CALIFORNIA
INDEPENDENT CONTRACTOR/EMPLOYEE
STATUS DETERMINATION STATEMENT

I certify that I have reviewed the services to be provided by _____ under this contract against the 20 common-law factors, the three additional State criteria for California employment tax purposes, and the list of services which, when provided by individual(s) require the individual(s) to be classified as employee(s). The criteria cited above are documented in the State of California, The Fair Memo 92-20.

Based on the results of my review, the individual to be engaged under this contract appears, for State and Federal employment tax withholding and related reporting purposes, to be an:

Independent Contractor

Employee

Please specify which among the 23 factors (see Attachment I) were used to make the above determination _____

I understand that, notwithstanding this certification, the proper status of the person(s) hired under the contract being reviewed depends on the manner in which the work is performed and on the nature of the relationship between the contractor and the State agency personnel responsible for the supervision of the contract. Therefore, the status of the contractor for State and Federal employee tax withholding and related reporting purposes will be redetermined when the manner in which the work is performed or the relationship between the contractor and the State agency changes sufficiently to alter the validity of this certification.

I hereby declare that the information provided in this document is true and correct and that I have sufficient knowledge of, authority, and responsibility for the work to be performed under this contract to effectively make this certification.

PROGRAM MANAGER

TITLE

(see footnote below)

SIGNATURE _____

TELEPHONE _____

REVIEWED BY STATE AGENCY PERSONNEL OFFICER

SIGNATURE _____

TELEPHONE _____

DATE _____

NOTE: For this certification to be considered adequate, it should be signed by a State agency manager with responsibility to supervise and monitor the work to be performed under the contract. Certifications by clerical staff and others with inadequate knowledge of, or responsibility for, the work to be performed will be rejected as inadequate.

STATE OF CALIFORNIA

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP

MONTH OF MARCH 2013

<u>BANK NAME</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>PERCENTAGE</u>
STATE TREASURY	LAIF	\$ 4,908,188.87	.285%
TOTAL INVESTMENT PORTFOLIO			\$ 4,908,188.87

Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

www.treasurer.ca.gov/pmia-laif
 May 01, 2013

CITY OF BISHOP

 CITY ADMINISTRATOR
 P.O. BOX 1236
 BISHOP, CA 93514

PMIA Average Monthly Yields

Account Number:

Tran Type Definitions

March 2013 Statement

Effective Transaction		Tran	Confirm		
Date	Date	Type	Number	Authorized Caller	Amount
3/8/2013	3/8/2013	RW	1390422	CHERYL M. SOLESBEE	-100,000.00
3/14/2013	3/14/2013	RW	1390757	CHERYL M. SOLESBEE	-200,000.00
<u>Account Summary</u>					
Total Deposit:			0.00	Beginning Balance:	5,208,188.87
Total Withdrawal:			-300,000.00	Ending Balance:	4,908,188.87



CALIFORNIA STATE TREASURER

Bill Lockyer

Pooled Money Investment Account

PMIA Average Monthly Effective Yields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285									

39

TO: City Council/City Administrator
FROM: Finance/Accounting Secretary
DATE: May 13, 2013
SUBJECT: Warrant Register for the month of April 2013

PAYABLE CHECK NUMBERS ISSUED

CK#63894 Cancelled	\$ (707.18)
CK#63957 thru 63998	\$ 35,757.65
CK#63999 Voided	-0-
CK#63978 Cancelled	\$ (61.60)
CK#64000 thru 64027	\$ 17,630.39
CK#64028 thru 64065	\$ 87,246.82
CK#64066 thru 64093	\$ 54,493.07
CK#63914 Cancelled	\$ (262.25)

TOTAL PAYABLE EXP FOR APRIL \$ 194,096.90

PAYROLL CHECK NUMBERS ISSUED

Regular Payroll, April 15, 2013 \$ 127,332.34
CK#38013 thru 38051
DD#6760 thru 6803

Regular Payroll, April 30, 2013 \$ 129,186.64
CK#38053 thru 38101
DD#6804 thru 6846

Special Payroll, April 30, 2013 \$ 2,685.75
CK#38102 thru 38109

Medicare	\$ 3,679.25
PERS	\$ 71,110.60
Workers Comp	\$ 19,413.13
Medical	\$ 49,685.20
PERS OPEB	-0-
Dental	\$ 5,236.14
Life Insurance	\$ 392.00
Vision	\$ 774.04
Disability	\$ 3,501.93
Def Comp Programs	\$ 2,377.00
P.A.R.S.	\$ 24,415.44
PARS/ARS	\$ 291.56

TOTAL PAYROLL EXP FOR APRIL 2013 \$ 440,081.02

TOTAL EXPENDITURES FOR APRIL 2013 \$ 634,177.92

Rept: PA1395
 Run: 04/04/13 10:58:19
 CITY OF BISHOP
 CANCELLED CHECKS REGISTER
 CHECK FISCAL YEAR RECORD# VENDOR NAME AMOUNT CHECK DATE INVOICE# DESCRIPTION
 63894 2013 6855 PELCO 707.18- 4/04/13 394507 PELCO/SECSYSREPAIR
 CANCELLED CHECKS TOTAL 707.18-

CHECK NUMBER	FISCAL YEAR	RECORD#	VENDOR NAME	AMOUNT	CHECK DATE	INVOICE#	DESCRIPTION
63894	2013	6855	PELCO	707.18-	4/04/13	394507	PELCO/SECSYSREPAIR
CANCELLED CHECKS TOTAL				707.18-			

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS*	AMOUNT	CHECK TOTAL
63957	BROWN'S SUPPLY	81756	BWMS/ANCHOR	4/05/13	59192	6.87	
		81887	BWMS/GASKET	4/05/13	59193	18.09	
		81939	BWMS/VALVEBOX	4/05/13	59194	89.96	114.92
63958	BISHOP NURSERY	174163	BISMURS/NOZZLE	4/05/13	59243	12.84	
		174232	BISMURS/COUPLER	4/05/13	59244	1.24	
		174239	BISMURS/COUPLING	4/05/13	59245	9.66	
		174328	BISMURS/SPRINKLER	4/05/13	59246	26.95	
		174456	BISMURS/ADAPTER	4/05/13	59247	2.48	
		174554	BISMURS/PTNGBOIL	4/05/13	59248	68.64	
63959	HIGH COUNTRY LUBBER	951037	HCL/HOOKMANHURE	4/05/13	59283	107.10	
		951077	HCL/PAINT	4/05/13	59284	49.52	
		951201	HCL/PAINT	4/05/13	59285	57.80	
		951274	HCL/ROLLERCOVER	4/05/13	59286	6.31	
		951443	HCL/ELBOW	4/05/13	59287	4.61	
		951450	HCL/BIT	4/05/13	59288	33.79	
		951668	HCL/BRACKETS	4/05/13	59289	19.00	
		951724	HCL/SPRINKLER	4/05/13	59290	21.02	
		951733	HCL/CAULK	4/05/13	59291	4.65	
		951797	HCL/DRYWALLBIT	4/05/13	59292	43.71	
		951843	HCL/WASHER	4/05/13	59293	1.93	
		951848	HCL/JAMB	4/05/13	59294	87.59	
		951905	HCL/TRIMMER	4/05/13	59295	421.14	
		951916	HCL/KEY	4/05/13	59296	5.38	
		951917	HCL/CLEANER	4/05/13	59297	10.79	
		951918	HCL/HARDWARE	4/05/13	59298	.87	
		952000	HCL/SANDPAPER	4/05/13	59299	5.82	
		952137	HCL/STAKES	4/05/13	59300	17.71	
		952193	HCL/PAINT	4/05/13	59301	66.02	
		952578	HCL/HOSE	4/05/13	59302	49.44	
		952602	HCL/DOORHOLD	4/05/13	59303	6.79	
		952603	HCL/PVC	4/05/13	59304	2.10	
		952634	HCL/DOORHOLD	4/05/13	59305	6.79	
		952736	HCL/CAULK	4/05/13	59306	3.68	
		952769	HCL/DROPCLOTH	4/05/13	59307	32.27	
		952820	HCL/CASING	4/05/13	59308	77.32	
		952822	HCL/TRANSFRMRCHIME	4/05/13	59309	16.51	
		952984	HCL/CHARLWIRE	4/05/13	59310	21.39	
		953034	HCL/HARDWARE	4/05/13	59311	7.47	
		953040	HCL/DRILLBIT	4/05/13	59312	14.34	
		953066	HCL/HARDWARE	4/05/13	59313	1.90	
		953205	HCL/DRILLBIT	4/05/13	59314	6.60	
		953341	HCL/TIMER	4/05/13	59315	58.86	
		953367	HCL/GOOPPOFF	4/05/13	59316	9.99	
		953402	HCL/COVERALL	4/05/13	59317	12.63	
		953490	HCL/EXTCCORD	4/05/13	59318	3.88	
		953523	HCL/CAULK	4/05/13	59319	2.91	
		953674	HCL/BUBBLR	4/05/13	59320	16.15	
		953918	HCL/BUBBLR	4/05/13	59321	28.18	
		953940	HCL/PUNCHPIN	4/05/13	59322	75.24	
		953965	HCL/UTILITYLIGHTER	4/05/13	59323	12.32	
		953976	HCL/TAPE	4/05/13	59324	2.88	

CITY OF BISHOP
CHECK REGISTER 4/08/13

Report No: PH1302
Run Date : 04/08/13

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS*	AMOUNT	CHECK TOTAL
63960	SOUTHERN CALIFORNIA EDISO	953979	HCL/HOOKRACK	4/05/13	59325	56.40	
		953986	HCL/2X6	4/05/13	59326	5.48	
		954016	HCL/KEYS	4/05/13	59327	26.79	
		954037	HCL/SPRPHT	4/05/13	59328	15.51	
		954196	HCL/SPOUT	4/05/13	59329	25.95	
		954200	HCL/SCRTSET	4/05/13	59330	31.09	
		954229	HCL/CABLE	4/05/13	59331	58.32	
		954382	HCL/PAINT	4/05/13	59332	49.52	
		954451	HCL/CONBUUTT	4/05/13	59333	26.15	
		954500	HCL/RULBS	4/05/13	59334	26.46	
		954501	HCL/HOSEHOZZLE	4/05/13	59335	13.59	
						1,707.08	
63961	DEPT. OF CONSERVATION-DIV	JAN-MAR13	DOC/JAN-MAR2013	4/05/13	59199	92.40	92.40
63962	BISHOP VOLUNTEER FIRE DEP	MAR2013	BYFD/MAR2013	4/05/13	59191	2,565.00	2,565.00
63963	UNDERGROUND SERVICE ALERT	320130057	UNDERSERVALRT/TICKCHRGES	4/05/13	59236	33.00	33.00
63964	MAHOR TRUE VALUE HARDWARE	A147544	MAHOR/YRDHYDRANT	4/05/13	59252	66.09	
		A149852	MAHOR/SCREWDRIVER	4/05/13	59253	13.80	
		A150774	MAHOR/GRINDER	4/05/13	59254	32.39	
		B28511	MAHOR/HOWERBLADE	4/05/13	59250	198.40	
						310.68	
63965	WESTERN NEVADA SUPPLY CO.	55458803	WESTNEY/TESTCOCK	4/05/13	59255	7.26	
		55461162	WESTNEY/CURBSTP	4/05/13	59266	307.91	
		55462950	WESTNEY/TESTCOCK	4/05/13	59256	14.52	
		55462951	WESTNEY/PVC	4/05/13	59257	7.60	
		55463613	WESTNEY/BRSHIP	4/05/13	59267	9.84	
		55465055	WESTNEY/PVC	4/05/13	59268	1.97	
		55465082	WESTNEY/PVC-PARTS	4/05/13	59269	987.18	
		55465561	WESTNEY/HONPERT	4/05/13	59258	1,892.16	
		55465565	WESTNEY/HITRACKING	4/05/13	59259	1,756.51	
		55468643	WESTNEY/PVC	4/05/13	59271	118.48	
		55468723	WESTNEY/GLUE	4/05/13	59270	35.21	
		55470494	WESTNEY/JIMCAP	4/05/13	59275	10.79	
		55471077	WESTNEY/BALLVLY	4/05/13	59272	197.34	
		55472756	WESTNEY/SSTHRD	4/05/13	59276	10.58	
		55472948	WESTNEY/MOCTRRLR	4/05/13	59273	76.13	
		55473516	WESTNEY/AUTODRN	4/05/13	59274	7.03	
		55475498	WESTNEY/JIMCAP	4/05/13	59277	10.79	
		55475688	WESTNEY/PARTS	4/05/13	59261	22.81	
		55476832	WESTNEY/ROTOR	4/05/13	59260	175.28	
		55477809	WESTNEY/OIL	4/05/13	59278	105.36	
		55477921	WESTNEY/PVC	4/05/13	59262	2.69	
		55477938	WESTNEY/GRAP	4/05/13	59279	70.76	

Run Date : 04/08/13 CHECK REGISTER 4/08/13

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
63966	BISHOP DRY CLEANERS	3/31/13	BISDRYCLNRS/PD	4/05/13	59190	149.50	149.50
63967	SIELECT SUPPLY	153745	SIELECT/BALLAST	4/05/13	59225	19.97	19.97
63968	INYO COUNTY TAX COLLECTOR	WELL2	INYOTAX/2012/13	4/05/13	59204	33.28	33.28
63969	XEROX CORP	067335311 67335243 67335308	XEROX/ADMIN XEROX/PD XEROX/PW	4/05/13 4/05/13 4/05/13	59282 59241 59242	529.29 442.00 298.30	1,269.59
63970	QUILL CORP	1434211 1438780	QUILL/SUPPLIES QUILL/CUPS	4/05/13 4/05/13	59222 59223	171.11 12.92	184.03
63971	COMMUNITY PRINTING	28855	COMPRINT/W&SBSGLIC	4/05/13	59198	62.64	62.64
63972	SCHAT NET COMPUTERS, AUD	153334	SCHAT NET/INK	4/05/13	59224	30.14	30.19
63973	INYO REGISTER	3/16/13 3/28/13	INYOREG/CDBG INYOREG/PUBHEARZONE	4/05/13 4/05/13	59208 59209	411.00 118.45	529.45
63974	BISHOP AUTOMOTIVE CENTER	P0UNIT2 P0UNIT5 P0UNIT7	BISAUTO/TIRE BISAUTO/OILCHANGE BISAUTO/TIRES	4/05/13 4/05/13 4/05/13	59187 59188 59189	78.00 71.60 640.28	787.88
63975	SUDDENLINK PAYMENT CNTR	CAMERAS PD PUBWRKS	SUDDLINK/APR13 SUDDENLINK/APR13 SUDDENLINK/APR13	4/05/13 4/05/13 4/05/13	59235 59233 59234	144.70 69.95 69.95	284.60
63976	HDS WHITE CAP CONST SUPPL	40181981	WHITECAP/PAINT	4/05/13	59239	3,438.94	3,438.94
63977	DEPT OF WATER AND POWER	2013/14	DWP/LA-868	4/05/13	59201	500.00	500.00
63978	NAPA AUTO PARTS	061211 061288 061426 0630163 064536	NAPA/BAGS NAPA/BULB NAPA/STARTFL NAPA/GLV NAPA/RADIATCAP	4/05/13 4/05/13 4/05/13 4/05/13 4/05/13	59215 59218 59216 59217 59219	20.92 3.33 3.92 19.67 13.76	

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
63979	VERIZON	PUBWRKS	VERIZON/APR13	4/05/13	59238	135.00	61.60
63980	DEPT OF MOTOR VEHICLE	89R48L	DHV/YAMA2009	4/05/13	59249	52.00	135.00
63981	BIG MTN BOTTLED WATER	30166	BIGHTN/PD	4/05/13	59186	109.80	52.00
63982	CALPERS	FEB2013 MAR2013	PERS EPMC/FEB13 PERS EPMC/MAR13	4/05/13 4/05/13	59197 59197	1,042.01 4,647.74	109.80
63983	PREFERRED SEPTIC	48424	PREFSEP/FIRE	4/05/13	59221	36.75	5,889.75
63984	WILLDAN	10-20328	WILLDAN/WESTUDY	4/05/13	59240	3,380.00	36.75
63985	AMERICAS	SMRPLANT	AMGAS/MAR2013	4/05/13	59185	135.05	3,380.00
63986	UPS STORE, THE	2634	UPSSTORE/SHIPPING	4/05/13	59237	51.27	135.05
63987	SUDDERLINK COMMUNICATIONS	SMRPA913	SUBURLNK/APR2013	4/05/13	59251	1,274.06	51.27
63988	DEPT OF PUBLIC HEALTH	NAPPUS	DPH/HAPPUS	4/05/13	59200	55.00	1,274.06
63989	LEHR AUTO ELECTRIC	01081464	LEHR/FIREVULCAN	4/05/13	59212	139.58	55.00
63990	MISSION JANITORIAL	352872 353373	MISSJAN/SUPPLIES MISSJAN/SUPPLIES	4/05/13 4/05/13	59214 59213	42.32 123.69	139.58
63991	CALIF BLDG STANDARDS COMM	JAN-MAR13	CBSC/JAN-MAR2013	4/05/13	59196	30.00	166.01
63992	SMART & FINAL	3/20/13	SMART&FINAL/SUPPLIES	4/05/13	59228	15.31	30.00
63993	SIEMENS INDUSTRY, INC.	901160449 901165381	SIEMENS/SCANNER SIEMENS/TRNSFMR	4/05/13 4/05/13	59226 59227	615.60 320.76	15.31
63994	GREG BIRD CONSTRUCTION	2012144	BIRDCONST/PD	4/05/13	59203	2,552.00	936.36
63995	BSK ASSOCIATES	A307657	BSK/BISHWATER	4/05/13	59195	40.00	2,552.00
63996	PELCO						40.00

Report No: PB1302
Run Date : 04/08/13
CITY OF HISHOP
CHECK REGISTER 4/08/13

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
63997	DIVISION OF THE STATE	JAN-MAR13	PELCO/SECSYSTEM	4/05/13	59220	680.52	680.52
63998	JULIE SPENCER	JSPENCER	WTRINGENT/JSPENCER	4/05/13	59211	95.92	95.92
							35,757.65

CHECKS TOTAL

Rept: PH1395
 Run: 04/18/13 14:42:44
 CITY OF BISHOP
 CANCELLED CHECKS REGISTER
 CHECK FISCAL YEAR
 CHECK NUMBER RECORD# VENDOR NAME
 AMOUNT TOTAL DATE INVOICE# DESCRIPTION

CHECK NUMBER	RECORD#	VENDOR NAME	AMOUNT	TOTAL	DATE	INVOICE#	DESCRIPTION
2013	7260		20.92-			061211	NAPA/RAGS
2013	7261		3.92-			061426	NAPA/STARTTL
2013	7262		19.67-			0630163	NAPA/GLV
2013	7263		3.33-			061288	NAPA/BULB
2013	7264		13.76-			064536	NAPA/RADIATCAP
63978 NAPA AUTO PARTS				61.60-	4/18/13		
CANCELLED CHECKS TOTAL				61.60-			

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRAMS#	AMOUNT	CHECK TOTAL
64000	L. H. CURTIS & SONS	1264811 1265489	LNCRTS/HELMETS LNCRTS/HELMETCRSCENT	4/10/13 4/10/13	59344 59345	928.80 25.20	954.00
64001	SOUTHERN CALIFORNIA EDISO	AERATOR JHNSHLFT SWREPLNT WYESPRUCE 85JAYST 85SIERRA	SCE/MARCH2013 SCE/MARCH2013 SCE/MARCH2013 SCE/MARCH2013 SCE/MAR13 SCE/MARCH2013	4/12/13 4/12/13 4/12/13 4/12/13 4/10/13 4/12/13	59368 59365 59366 59367 59350 59364	1,417.70 80.14 390.51 1,095.36 24.10 33.54	3,041.35
64002	DEPARTMENT OF WATER & POW	102ELINE 125GROVE 293NHAIN 646NHAIN 688NHAIN 690NHAIN 690NHAIN 700NHAIN	DWP/FEBMARCH2013 DWP/FEBMAR2013 DWP/FEBMAR2013 DWP/FEBMAR2013 DWP/FEBMAR2013 DWP/FEBMAR2013 DWP/FEBMARCH2013 DWP/FEB-MAR2013	4/12/13 4/12/13 4/12/13 4/12/13 4/12/13 4/12/13 4/12/13 4/12/13	59383 59380 59379 59378 59377 59381 59376 59375	64.59 85.10 41.79 100.83 339.51 58.64 277.14 509.68	1,477.28
64003	BISHOP DRY CLEANERS	3/31/13	BISDRY/FIRE	4/10/13	59338	28.00	28.00
64004	STATE OF CALIFORNIA	BALINT	DOJ/LIVESCANNARCH	4/12/13	59371	32.00	32.00
64005	BISHOP CHAMBER OF COMMERCE	CALDWELL LSMTH	CHAMBER/TRTSEASOPENERR BISCHMBR/MEDIAARECEPTN	4/10/13 4/12/13	59337 59361	80.00 80.00	160.00
64006	STATE BOARD OF EQUALIZATI	JAN-MAR13	STBOE/SALESTAXJAN-MAR1	4/10/13	59339	348.00	348.00
64007	MISSION UNIFORM & LINEN	3/31/13	MISSLINEN/FIRE	4/10/13	59347	181.07	181.07
64008	INTEGRATED WASTE MNGMENT	13904	INTWST/OTFECLIPPINGS	4/10/13	59340	9.00	9.00
64009	INYO REGISTER	3/28/13 4/02/13	INREG/FEE&CHRG INREG/CH17.82	4/10/13 4/10/13	59341 59342	62.65 67.41	130.06
64010	VERIZON WIRELESS	FIRE	VERZN/MAR13	4/10/13	59352	5.02	5.02
64011	RESERVE ACCOUNT	MAR2013	RSVACT/MAR13	4/10/13	59348	332.00	332.00
64012	JONES & MAYER LAW OFFICE	63286	JNSMYR/JEPSON	4/10/13	59343	1,672.00	1,672.00
64013	PREFERRED SEPTIC	47257	PRFRBSEP/FEB2013	4/12/13	59360	1,084.50	1,084.50

Report No: PB1302
 Run Date : 04/15/13
 CITY OF BISHOP
 CHECK REGISTER 4/15/13

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
64014	EARTHLINK INC	48442	PRFRSEP/APRIL13	4/12/13	59359	1,084.30	2,168.60
		92160	ERTHLNK/MAR-APR13	4/12/13	59372	21.95	21.95
64015	THOMAS PETROLEUM, LLC	GL77857	THMPET/FIRE	4/10/13	59351	1,300.35	
			THMSPETRO/MARCH13	4/12/13	59363	423.48	
			THMSPETRO/MARCH13	4/12/13	59362	1,615.28	3,339.11
64016	RICOH PROD. PRINT SOLUTION	5298127	RICOH/APR-JUN13	4/12/13	59358	203.25	203.25
64017	SIERRA CONSERVATION PROJE	776	SIEPCOM/APRIL2013	4/12/13	59382	19.00	19.00
64018	BRUCE FISHER	1015	BFSHER/ESTOLL LOCERT	4/12/13	59373	180.00	180.00
64019	LONE PINE CHAMBER	LSMITH	LPCHAMBR/LEADERSHIPEVE	4/10/13	59346	75.00	75.00
64020	LAURA SMITH	LSMITH	SMITH/REIMBLNCHFUNDRAI	4/10/13	59349	35.00	35.00
64021	WAYLON CLELAND	RVRSIDE	WCLLND/PLYGRHCERT	4/12/13	59370	483.63	483.63
64022	DAN MCELROY	RVRSIDE	DMCELRY/PLYGRHCERT	4/12/13	59369	180.00	180.00
64023	ANTHEM BLUE CROSS	DGILLESPIE	ANTHEM/APRIL2013	4/10/13	59336	1,222.60	1,222.60
64024	CENTRAL SANITARY SUPPLY	414875	CNTLSANT/URHSCRMS	4/12/13	59374	102.82	102.82
64025	GARY HILICI	FRESNO	GHILCI/WASTEWTR 4/5	4/12/13	59356	431.49	
		SARLUIS	GHILCI/WASTEWTR 4/3	4/12/13	59355	541.16	972.65
64026	ROBERT STEPHENS	STEPHENS	STEPHENS/REIMBFUEL	4/10/13	59353	137.00	137.00
64027	GEORGE MELLON	REBATE	GMLLN/TOILET	4/12/13	59357	100.00	100.00
CHECKS TOTAL							17,630.39

VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS*	AMOUNT	CHECK TOTAL
64028 LAW OFFICE OF PETER TRACY	3/28/13	TRACY/BHAKTA	4/19/13	59409	312.00	312.00
64029 PUBLIC EMP RETIREMENT SYS	MAY2013	PERS/MEDMAY13	4/19/13	59391	40,215.90	40,215.90
64030 STEVES AUTO & TRUCK PARTS	61211	STVSAUTO/RAGS	4/19/13	59418	20.92	
	61288	STVSAUTO/BILB	4/19/13	59421	3.33	
	61426	STVSAUTO/STRFLD	4/19/13	59419	3.92	
	63163	STVSAUTO/ULV	4/19/13	59420	19.67	
	64536	STVSAUTO/BDTRCAP	4/19/13	59422	13.76	
64031 SOUTHERN CALIFORNIA EDISO	85WHTRHTN	SCE/MAR13	4/19/13	59416	32.89	32.89
64032 PETTY CASH - PARKS DEPT.	PRKCHLDARTS	PCSH/SUPPLS/POOLTWLS	4/19/13	59439	187.89	187.89
64033 DEPARTMENT OF WATER & POW	STLGHITS	DWP/MAR2013	4/19/13	59395	1,218.52	1,218.52
64034 ADVANCED DATA SYSTEMS, INC	MARCH2013	ADS/MARCH2013	4/19/13	59385	5,020.00	5,020.00
64035 DEPARTMENT OF JUSTICE	963125	DOJ/FIGRPRINT	4/19/13	59393	1,081.00	1,081.00
64036 HIGH SIENRA AWARDS & ENGR	120533	HISRAARWDS/HAHEPLATE	4/19/13	59401	9.67	9.67
64037 DESTON BISHION	CRWAED	DISHION/AP23-24	4/19/13	59394	135.00	135.00
64038 QUILL CORP	1616647	QUILL/SUPPLIESPD	4/19/13	59411	23.52	
	1625821	QUILL/GLOVES	4/19/13	59412	21.59	
	1713423	QUILL/FLSHDRV	4/19/13	59413	16.19	
	1732671	QUILL/PAPERINK	4/19/13	59414	141.90	
64039 INYO REGISTER	1/31/13	INYREG/GRANTAPP	4/22/13	59440	29.55	
	3/28/13	INYREG/PTDFPASSTPD	4/19/13	59403	406.33	
	4/11/13	INYREG/HTCOFPREP	4/19/13	59404	48.95	
64040 BISHOP AUTOMOTIVE CENTER	PD89	HISATOCNTR/PD	4/19/13	59389	377.58	484.83
64041 VERIZON	UH8-2684	VRZN/APR13	4/19/13	59425	590.23	
	122-0033	VRZN/APR30	4/19/13	59426	46.00	
	181-0109	VRZN/APR13	4/19/13	59428	44.00	
	181-0151	VRZN/APR13	4/19/13	59429	44.00	
	181-1001	VRZN/APR13	4/19/13	59427	44.00	
	181-2455	VRZN/APR13	4/19/13	59436	44.00	
	872-4240	VRZN/APR13	4/19/13	59434	44.11	

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
64042	VERIZON WIRELESS	FIRE	VRZMRLS/HAR13	4/19/13	59431	251.92	941.47
64043	PARS PHASE 11 SYSTEMS	FEB2013	ADM FEES	4/19/13	59407	1,408.00	251.92
64044	GRANITE CONSTRUCTION CO	462504	GRNIT/FINES	4/19/13	59394	387.61	1,408.00
64045	ALPINE SIGNS	5196	ALPSGNS/SIGNLETTERING	4/19/13	59386	259.10	387.61
64046	UNITED PARCEL SERVICE	9Y292E143	UPS/PD	4/19/13	59424	19.29	259.10
64047	AMERIUS	CIVICCENTER	AMRG/APRI3	4/19/13	59438	201.45	19.29
64048	SIMPSONS DISCOUNT TIRE	773070	SMPTIRE/TIRES	4/19/13	59415	70.00	201.45
64049	THOMAS PETROLEUM, LLC	CL77858	THMPET/PD	4/19/13	59400	3,167.39	70.00
64050	EMPLAN	313364/05	EMPLN/PJ#364-05	4/19/13	59396	410.00	3,167.39
64051	INYO MONO TITLE	FLDR52961	INMNTITLE/WYERDINTERSE	4/19/13	59402	23,772.50	410.00
64052	GALLS AN ARAMARK COMPANY	504163 514217	GALLS/SHIRTS GALLS/FLSHLGT	4/19/13 4/19/13	59397 59398	49.90 55.49	23,772.50
64053	BANK OF AMERICA	MARCH13	BOFA/GRAH	4/19/13	59387	572.97	105.39
64054	BANK OF AMERICA	MARCH13	BOFA/FIRE	4/19/13	59388	1,446.24	572.97
64055	BANK OF AMERICA	MARCH2013	BOFA/KEITH	4/19/13	59433	325.91	1,446.24
64056	PRINT SOLUTIONS, INC	002495	PRTSLTNS/CHECKS	4/19/13	59410	1,249.13	325.91
64057	TYCO INTEGRATED SECURITY	94855630	TYCO/MAY2013	4/19/13	59423	258.49	1,249.13
64058	MOUNTAIN APPAREL	0318135	MTNAPPRL/SHIRTS	4/19/13	59406	243.16	258.49
64059	WATCH GUARD VIDEO						243.16

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
64060	K & D FILL DIRT	6396	WTCORD/DVDRIVE	4/19/13	59432	261.61	261.61
64061	PACIFIC TELEMANAGEMENT	7750	KDFILLDRT/COLDMIX	4/19/13	59405	372.60	372.60
64062	ADAMSON POLICE PRODUCTS	517146	PTS/MAY13	4/19/13	59437	65.00	65.00
64063	CARMICHAEL BUSINESS TECH.	100524	ADMNSH/ARMOR	4/19/13	59364	1,282.51	1,282.51
64064	BSK ASSOCIATES	11556	CBT/CFP	4/19/13	59392	700.00	700.00
64065	S. CALIF MUNICIPAL	A398779	BSK/BISHDRHWATER	4/19/13	59390	45.00	45.00
		1069	SCHUNATHFED/SFTBALLCER	4/19/13	59417	90.00	90.00
CHECKS TOTAL						87,246.02	

CITY OF BISHOP
 CHECK REGISTER 4/29/13

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
64066	BISHOP CHAMBER OF COMMERCE	INVA5SDIN MAY2013	BISHCHMBR/INVAOASSDINNE BISHCHMBR/MAY13	4/24/13 4/24/13	59442 59441	80.00 10,692.00	10,772.00
64067	STATE COMPENSATION INSURA	MAY2013	WC/MAY2013	4/29/13	59485	1,743.62	1,743.62
64068	STATE CONTROLLER'S OFFICE	27180	STCONTOFF/ANLSTREPORT	4/29/13	59486	7,200.00	7,200.00
64069	SOUTHERN CALIFORNIA EDISU	MCIVERPMP 85YANEY 993HAINML2	SCE/HAR13 SCE/HAR13 SCE/HAR13	4/24/13 4/29/13 4/29/13	59451 59483 59482	25.04 46.56 1,430.01	1,501.71
64070	DEPARTMENT OF WATER & POW	175WARREN 205HOME 207WLINE 207WLINEA 237WARREN 377WLINE 377WLINEA 701WLINE	DWP/FEBMAR13 DWP/FEBMAR13 DWP/HAR13 DWP/FEBMAR13 DWP/FEBMAR13 DWP/FEBMAR13 DWP/FEBMAR13 DWP/FEBMAR13	4/29/13 4/29/13 4/29/13 4/29/13 4/29/13 4/29/13 4/29/13 4/29/13	59462 59463 59466 59468 59461 59467 59465 59464	963.19 74.39 1,261.26 72.38 848.62 6,180.36 121.93 120.88	9,643.01
64071	AMERICAS - BISHOP	MCIVER28 MCIVR42 SMHPLAUNDY WELL2	AMRGS/APR13 AMRGS/APR13 AMRGS/APR13 AMRGS/APR13	4/29/13 4/29/13 4/29/13 4/29/13	59454 59455 59456 59453	84.00 6.86 6.86 274.82	372.54
64072	QUILL CORP	1934305 1946577 1966689 1976426 1980548 1983740	QUILL/PAPERPENS QUILL/CUPS QUILL/PENS QUILL/VELLUM QUILL/MESSPAD QUILL/FOLDERS	4/24/13 4/24/13 4/29/13 4/29/13 4/29/13 4/29/13	59449 59448 59478 59479 59477 59480	200.58 10.66 7.01 14.03 3.77 73.43	309.48
64073	COMMUNITY PRINTING	40605	COMPRINT/ENVELOPES	4/29/13	59459	159.84	159.84
64074	VERIZON	192-5555 872-3485 873-3745	VRZN/APR13 VRZN/APR13 VRZN/FIRE	4/29/13 4/29/13 4/24/13	59490 59489 59452	7.04 53.78 116.72	177.54
64075	VERIZON WIRELESS	PD PW	VRZNRMS/HAR13 VRZNRMS/HAR13	4/29/13 4/29/13	59492 59491	534.00 171.22	705.22
64076	SECURITY LIFE INSURANCE	MAY2013	SECLIFE/MAY2013	4/29/13	59484	401.78	401.78
64077	DEVON'S FLOWER PATCH	4888	DEVNSFLWR/DENISE	4/24/13	59446	78.84	78.84

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
64078	GRANITE CONSTRUCTION CO	466244	GRNTE/NATURALFINES	4/29/13	59472	47.35	70.84
64079	BANK OF AMERICA	PD	BOFA/MAR13	4/29/13	59457	3,015.80	42.35
64080	FEDEX	224649757	FDEX/SHPNG	4/29/13	59470	114.30	3,015.80
64081	TRIAD/HOLMES ASSOCIATES	4002566 4002573	TRIAD/ENGINEERING TRIAD/ENGINEERING	4/29/13 4/29/13	59488 59487	1,957.50 3,105.00	114.30
64082	WILLDAN	1020705	WILLDAN/RATESTUDY	4/29/13	59493	5,397.00	5,062.50
64083	DAVID GRAH	CPWAED	GRAH/APR23-24	4/29/13	59460	157.92	5,397.00
64084	GALLS AN ARAMARK COMPANY	3461711	GALLS/PANT	4/29/13	59471	49.90	157.92
64085	ENVIRONMENTAL SYSTEMS	97641899	ESRI/ARCGIS	4/29/13	59469	1,248.00	49.90
64086	LEHR AUTO ELECTRIC	01082163	LEHR/VULCAN	4/24/13	59450	141.23	1,248.00
64087	JIM ALLEN AUTO	5930 5931	JHALAUT/SEAT JHALAUT/UJOINT	4/29/13 4/29/13	59474 59473	405.00 114.47	141.23
64088	DAVID STOTTLEBYRE	3/18-3/27	DSTOTTL/REIMBMTGS	4/24/13	59447	82.85	519.47
64089	STATE INDUSTRIAL PRODUCTS	96219985	NEUTRON/FLRCLEANER	4/29/13	59475	207.38	82.85
64090	RESOURCE CONCEPTS, INC.	1300405	RESCONC/10-619	4/29/13	59481	2,393.75	207.38
64091	BURKE WILLIAMS & SORENSEN	165229 165231 165232	BW&S/PROFSERVICES BW&S/PROFSERVICES BW&S/BUHGARNER	4/24/13 4/24/13 4/24/13	59443 59444 59445	2,143.50 2,382.54 3,105.00	2,393.75
64092	OWENS VALLEY PEST	PD	OWVALPEST/APR13	4/29/13	59476	30.00	7,631.04
64093	BIG PINE PEST CONTROL	11887	BPPEST/SHPTRTMT	4/29/13	59458	333.00	30.00
CHECKS TOTAL							54,493.07

Rept: PB1395
 Run: 04/29/13 15:37:27
 CHECK FISCAL
 NUMBER YEAR RECORD# VENDOR NAME
 63914 2013 7486 LEHR AUTO ELECTRIC

CITY OF BISHOP
 CANCELLED CHECKS REGISTER
 CHECK CHECK
 TOTAL DATE INVOICE# DESCRIPTION
 262.25- 4/29/13 0181148 LEHR/FIREVULC

AMOUNT 262.25-
 CANCELLED CHECKS TOTAL 262.25-



CITY OF BISHOP

WATER AND SEWER COMMISSION AGENDA

City Council Chambers – 301 West Line Street
Bishop, California 93514

3h

Date: 14 May 2013
7:00 P.M.

Notice to the Public:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II).

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California, during normal business hours.

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Public Comment:

This time is set aside to receive public comment on matters not calendared on the agenda.

5. Correspondence:

Letter to hotels/motels regarding disposal of pool water

6. Approval of Minutes:

Minutes of the Water and Sewer Commission meetings held on 12 March 2013 subject for approval.

7. Water Conservation

8. Rate Study

9. Meter Readings

10. Cash balance and revenue and expenditures update

11. Public Works reports March and April

12. Staff and Commission Reports

13. Adjournment:

The next regularly scheduled meeting will be 9 July 2013 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

City of Bishop
PLANNING COMMISSION MEETING AGENDA
City Council Chambers – 301 West Line Street
Bishop, California 93514

DATE:
April 30, 2013
7:00 P.M.

NOTICE TO THE PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35.104 ADA Title II).

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT: NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda.

CORRESPONDENCE:

APPROVAL OF MINUTES

- (1) Minutes of the Planning Commission meeting held on March 26, 2013 subject for approval.

NEW BUSINESS

- (2) Set interview committee for Planning Commission opening.

OLD BUSINESS

- (3) Review Caltrans proposed Maintenance Yard Extension on Spruce Street.

STAFF AND COMMISSION REPORTS

ADJOURNMENT: The next regularly scheduled meeting of the Planning Commission will be May 29, 2013 at 7:00 P.M. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

3j

City of Bishop
PLANNING COMMISSION MINUTES
City Council Chambers – 301 West Line Street
Bishop, California 93514

March 26, 2013

CALL TO ORDER:

Chairman Malloy called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Malloy.

COMMISSIONERS PRESENT:

Huntley, Hardy, Crom and Malloy

COMMISSIONERS ABSENT:

Lowthorp and Bhakta

OTHERS PRESENT:

Gary Schley, Public Services Officer
Keith Caldwell, City Administrator / Planning Director
Peter Tracy, City Attorney
Michele Thomas, Secretary

PUBLIC COMMENT

Chairman Malloy asked if anyone wished to speak on a subject not calendared on the agenda. There was no public comment.

CORRESPONDENCE

Two letters were included in the packet from David Grah, Director of Public Works to Thomas Hallenbeck of Caltrans and Don McGhie of Los Angeles DWP. Both letters were in regards to the Caltrans Maintenance Facility expansion on Spruce Street.

(1) APPROVAL OF MINUTES

MOTION

Commissioner Crom moved to approve the minutes of the February 26, 2013 meeting with the correction on page 4 to change the motion vote from 1-4 to a vote of 1-3.

Ayes: Crom, Hardy, and Malloy
Abstain: Hardy

MOTION CARRIED: 3-0

PUBLIC HEARING

- (2) Proposed Amendment of Zoning Ordinance – ES Emergency Shelter Combining District.

This matter is continued over from the February 26th meeting.

Schley reviewed the ordinance expressing that the City of Bishop is proposing to amend Ordinance Title 17 Chapter 17.38 ES Emergency Shelter Combining District, to include Transitional and Supportive Housing as a permitted use. At the February 26th meeting, the commission asked staff to research in more detail the rules and laws that regulate the licensing and operation of transitional and supportive housing. Schley stated that transitional and supportive housing are regulated by Title 22 of California Code of Regulations and may be viewed at <http://www.dss.cahwnet.gov/ord/PG240.htm>.

Malloy asked staff why the city is proposing this zone change. Schley stated that it is written into the city's 2009 Housing Element as a goal to comply with Senate Bill 2. Senate Bill 2 requires the city to provide a zone for emergency shelters, transitional and supportive housing, by right which means a Conditional Use Permit is not required to be allowed. Tracy confirmed this statement.

Mark Heckman, resident at 185 Mac Iver Street, passed out a map illustrating the area in question along Mac Iver Street where the ES zone exists. Heckman thinks that the area on the other side of Spruce Street would be a better location for the emergency shelter zoning. He added that this location would be further away from existing residential housing. Heckman also feels his residence is incorrectly zoned at C-1 and should be R-1.

Huntley clarified that the current public hearing is in regard to an amendment to the emergency shelter zone and not to discuss whether the zoning on Mac Iver Street should be changed to R-1.

Heckman continued to discuss the concern he has regarding a house next door that is for sale and the possibility of someone turning it into an emergency shelter.

Huntley stated that in order for someone to propose an emergency shelter, the owner would need to comply with the current zoning requirements along with the rules and laws that regulate such a facility. Schley also included that the mobile home park in question, which is regulated by the state, has its own rules and regulations to follow in addition.

The public hearing was closed at 7:25 P.M.

NEW BUSINESS

- (4) Proposed Amendment of Zoning Ordinance – ES Emergency Shelter Combining District.

Hardy referred to section 17.38.060 Standards and Requirements and asked staff if it would be possible to revise the ordinance so that compliance with federal, state, or local

rules was part of the zoning ordinance. Tracy stated that if there is a state or federal law or rule prohibiting something, we cannot have an ordinance prohibiting the same thing that is already in effect. Tracy added that the city is able to inform the business they are in violation of state law.

Huntley referred to section 17.38.060 Management and asked staff about the management staff being onsite and if that is part of the state or federal law. Schley stated that it is part of the city's ordinance and already approved in the Emergency Shelter Overlay zone. Continued discussion explained that emergency shelter and transitional housing require onsite management at all times of operation and supportive housing management may be located onsite or offsite.

Huntley also referred to signs and why the size requirement is up to a maximum of 9 square feet when the city ordinance allows for up to 80 square feet. Schley explained that in residential zones, signage is only allowed for real estate or for-sale signs up to 9 square feet and because this is in a residential zone, it will follow residential zoning requirements.

Hardy made a motion to recommend to the City Council that they adopt an amendment to the Bishop Municipal Code Chapter 17 Zoning by adding Section 17.08.116 and Section 17.08.117 to provide a definition for Transitional Housing and Supportive Housing and amending Chapter 17.38 ES Emergency Shelter Combining District as proposed and submitted.

Ayes: Crom, Hardy, Huntley, and Malloy

MOTION APPROVED: 4-0

PUBLIC HEARING

- (3) Request for a Conditional Use Permit to set aside the two way driveway requirement of 24 feet at 212 Sneden Street which is located in an R-2000-P district (Medium High Density Residential and/or Professional and Administrative Offices).

Schley excused himself from discussion on the proposed matter due to a financial conflict of interest.

Anna Scott, on behalf of Patsy Schley the owner of 212 Sneden Street, explained to the commission the Mrs. Schley is seeking a conditional use permit to set aside the two-way driveway requirements. Currently on the property is a unit in the back. In 1989 a fire destroyed a larger unit in the front. Mrs. Schley is looking to rebuild the unit as a single story rental property. Due to the small lot size, there is not enough room for a 24 feet driveway and it is proposed to add a 16 feet driveway along the side of the property.

The public hearing was closed at 7:40 P.M.

NEW BUSINESS

- (5) Request for a Conditional Use Permit to set aside the two way driveway requirement of 24 feet at 212 Sneden Street which is located in an R-2000-P district (Medium High Density Residential and/or Professional and Administrative Offices).

It was clarified that the driveway would be paved and the required parking area in the back will be a pervious surface.

Hardy made a motion to approve the Conditional Use Permit at 212 Sneden Street to set aside the two way driveway requirement of 24 feet by allowing for a 16 feet paved driveway and a pervious surface parking area as requested in the application.

Ayes: Crom, Hardy, Huntley, and Malloy

MOTION APPROVED: 4-0

Schley returned to the meeting in progress.

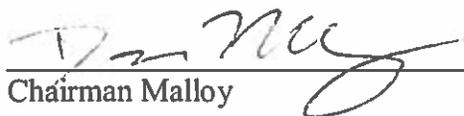
STAFF AND COMMISSION REPORTS:

Caldwell recognized Jose Garcia in the audience who has been nominated by the interview committee for the recent planning commission vacancy. The recommendation will go in front of the City Council for approval on April 9th.

Crom asked for an update on the Cottonwood Plaza property. Schley stated that plans have been submitted for rebuilding the stairways; work will begin on a sewer line for a grease interceptor through Building B anticipating restaurants going in; and there will be drainage system work to put in an oil-water separator and for cleaning storm waters before leaving the site. Crom asked what the time line is to finish construction and to open businesses. Schley stated the work is going slowly but there has been recent progress.

ADJOURNMENT:

Chairman Malloy adjourned the meeting at 7:51 P.M. The next scheduled meeting will be April 30, 2013 at 7:00 P.M. in the City Council Chambers.


Chairman Malloy


Michele Thomas, Secretary



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us/CityofBishopPublicWorks.htm

3k

Department of Public Works Building Permits Issued 4/2013

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
4/17/2013	Northern Inyo Hospital 157 Pioneer Lane TBD	antenna module	\$2,000.00		
4/8/2013	Perry Motors 310 South Main Street Ken Carpenter	re roof	\$7,600.00	\$1.60	\$1.00
4/8/2013	Perry Motors 315 South Main Street Ken Carpenter	re roof	\$4,200.00	\$0.88	\$1.00
4/8/2013	Yaney Corners, LLC. 787 North Main Street Rudolph Construction	tenant improvements	\$93,312.00	\$19.60	\$4.00
4/5/2013	John Cocherell 621 West Line Street Suite 101 Jarvis Construction	renovations	\$38,226.00	\$8.03	\$2.00
4/5/2013	John Wedburg 232 North Main Street Eastern Sierra Plumbing	bathroom upgrade	\$2,000.00		
		Commercial Totals	\$147,338.00	\$30.11	\$8.00
Residential					
4/9/2013	Matt Johnston 659 Sycamore Drive High Country Lumber, Inc	Install Woodstove insert into existing chimney	\$3,459.00		
4/8/2013	Hurd Trust c/o Ronald McGhie 225 East Pine Street Allen's Construction	re roof	\$4,500.00	\$0.50	\$1.00
4/8/2013	Jeanne Hobbs 476 Church Street Sierra Stove Service	wood burning insert	\$3,600.00		

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
4/1/2013	Doug Hoodman 362 Clarke Street Angelo's Stove & Chimney	pellet stove insert	\$3,000.00		
4/5/2013	Heleen Welvaart 605 Grove Street G. Batchelder Enterprises, Inc	heating system	\$4,163.00		
4/11/2013	Matias Cervantes 350 Clarke Street Angelo's Stove & Chimney	pellet stove insert	\$3,700.00		
4/4/2013	Peter Conn 774 Rome Drive Clean Sweep Ltd.	stove	\$3,700.00		
4/25/2013	Martin Oliver 412 Willow Street Sierra Stove Service	stove	\$2,700.00		
4/3/2013	Scott Chism 630 Grove Street Clean Sweep Ltd.	stove	\$3,600.00		
4/3/2013	Robert & Julie Cornett 605 Keough Street Greg Enright DBA Enright Con	tenant improvements	\$18,300.00	\$1.83	\$1.00
4/1/2013	Andrew & Karen Kong 415 Short Street Andrew Kong (Owner / Builder	tenant improvements	\$8,500.00	\$0.85	\$1.00
4/5/2013	Earl Baker 750 West Elm Street CLEAN SWEEP	Replacement of a Non-EPA heating appliance with an EPA certified heating	\$3,600.00		
4/16/2013	Bob & Dorthy Klug 537 Grove Street CLEAN SWEEP	heating appliance	\$3,700.00		
4/26/2013	Dorthory Klug 315 Willow Street Sierra Stove Service	stove	\$3,700.00		
4/25/2013	Mike Finch 408 Hammond owner		\$1,500.00	\$0.50	\$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
4/22/2013	Randi Pritchard 362 East Line Street CLEAN SWEEP	Replacement of a Non-EPA heating appliance with an EPA certified heating	\$3,700.00		
4/22/2013	RoseMarie Jarvis 774 West Line Street High Country Lumber, Inc	Install Freestanding Gas stove	\$3,651.00		
4/22/2013	Trish Schlichting 693 West Elm Street Sierra Stove Service	pellet stove	\$3,600.00		
4/22/2013	Loni Langdon 393 Willow Street A Bowlan Roofing	re roof	\$5,000.00	\$0.50	\$1.00
4/9/2013	Leland Wallace 324 B East Pine Street G. Batchelder Enterprises, Inc	heating system	\$4,216.15		
4/16/2013	Jack & Pat Tatum 574 Howard Street Angelo's Stove & Chimney	wood stove	\$2,700.00		
4/10/2013	Julie Spencer 387 Clarke Street Sierra Stove Service	wood burning insert	\$3,600.00		
4/16/2013	Susan Joyce 163 South Third Street CLEAN SWEEP	heating appliance	\$3,700.00		
4/16/2013	Gary Colbert 251 Third Street Apt #C High Country Lumber, Inc	Install Freestanding Pellet Stove	\$2,537.00		
4/16/2013	Gary Colbert 251 Third Street Apt #D High Country Lumber, Inc	Install Freestanding Pellet Stove	\$2,537.00		
4/12/2013	Rick Jarvis 743A Grove Street High Country Lumber, Inc	Install Pellet stove insert	\$2,929.84		
4/11/2013	Jennifer Batcheller 224 East Pine Street Angelo's Stove & Chimney	wood buring insert	\$2,700.00		

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
4/29/2013	Chris Costello / Oasis of Grace 508 Central Ave. CLEAN SWEEP	stove	\$2,700.00		
4/19/2013	Jeff Griffiths 387 Willow Street Eastern Sierra Plumbing	tankless water heater	\$3,200.00		
Residential Totals			\$118,492.99	\$4.18	\$5.00



CITY OF BISHOP

31

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us

Public Works Report

March 2013

Water

1. Repaired fire hydrant at the intersection of South Fowler and Lagoon. Hydrant was damaged in a hit and run accident.
2. Opened bids for the Clarke Street Water Main Replacement Project. We received 6 bids. Conspec Incorporated was the low bidder at \$287,278.75. Contracting Preferences applied to the project and resulted in Conspec being awarded the project. City Council awarded the bid at their regular meeting on March 25th.
3. Public Works Crew attended a Mueller Fire Hydrant Maintenance class provided by Western Nevada Supply
4. Began annual testing of all backflow valves in the city
5. Repaired leaking curb stop valve at 197 North Main Street.
6. Fabricated a new sample point at Well 2 to insure a quality sample point.
7. Continued work with Resource Concepts Inc. to design a solution to keep the 12 inch main full between Well 4 and the storage tank.
8. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
9. Took monthly readings of all water meters.
10. Took routine bacteria samples.

Sewer

1. Installed an irrigation system and graded landscape around clarifiers at the plant for lawn.
2. Continued design efforts with RO Anderson for the trunk line replacement from the Bishop Creek Canal to the Waste Water Treatment Plant.
3. Assisted the owner of the Shady Rest Trailer Park with clearing a plugged sewer in their main line.
4. Continued installing "piano wire" 6 inches above all hand rails around clarifiers to try to deter birds from landing on it and creating a mess. After the wire was installed the entire area is being steam cleaned.

5. Continued installing yard hydrants in various locations around the Headworks. The additional hydrants will allow for better cleaning of concreted areas and equipment.
6. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District has underway.
7. Videoed more of the sewer main system.
8. Cleaned sludge drying beds.
9. Made routine inspections of grease interceptors.
10. Performed routine main line cleaning in trouble areas.
11. Started early work on Automated Sludge Transfer project.
12. Attended Eastern Sierra Community Services District Board meeting.

Streets

1. Attended two meetings with Caltrans and the Mule Days Association to plan for this years Mule Days parade. .
2. Public Works Crew attended pesticides training meeting.
3. Repaired failing culvert at the intersection of Chamberlain and Sierra Streets.
4. Swept city streets and alleys.
5. Repaired and or replaced various street signs in the city.
6. Patched potholes in streets that posed potential safety issues.
7. Participated in Inyo Local Transportation Commission meeting.
8. Held Warren Street Improvements project Focus Group meeting.
9. Attended Off Highway Vehicle meeting.
10. Participated in Rural Counties Task Force meeting.
11. Developed responses to Caltrans comments on draft Wye Road Intersection plans.
12. Arranged City Council tour of Seibu to School Path project.

Miscellaneous

1. Performed maintenance and serviced Public Works vehicles.
2. Provided weekly tail gate safety for the Public Works crew.

3. Hauled trash and debris from Fowler Pit to the Sunland Landfill.
4. Continued work on an update to the city website.
5. Worked with Bauer on application for a grant from Southern California Edison for work on energy-related updates to the General Plan.
6. Led meeting of Bishop Tree Committee.
7. Participated in Eastern Sierra Energy Foundation teleconference.
8. Met with Bishop Paiute Tribe, county staff, and Lahontan staff regarding creek network and bacterial testing in the Bishop area.



CITY OF BISHOP

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377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
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Public Works Report

April 2013

Water

1. Conspec began construction of the Clarke Street Water Main Replacement Project.
2. Repaired water leak on the 8 inch main under the 100 block of South Third Street.
3. Continued with annual testing of all backflow valves in the city.
4. Dave Grah and Deston Dishion attended the California Rural Water Associations annual conference.
5. Repaired leaking curb stop valve at 197 North Main Street. Also installed new service and curb stop valve at same location so the property owner would have a reliable line to connect to when they replace their line.
6. Entire Public Works Crew attended Fire Hydrant training provided by Western Nevada Supply and Mueller.
7. Performed maintenance on hydrants that were known to be hard to operate.
8. Continued work with Resource Concepts Inc. to design a solution to keep the 12 inch main full between Well 4 and the storage tank.
9. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
10. Took monthly readings of all water meters.
11. Took routine bacteria samples.
12. Met with fused-glass bolted steel storage tank representative.
13. Recorded Public Service Announcement on water conservation for Mammoth Lakes radio station.

Sewer

1. Removed grease from the tank at the Johnston Lift Station. The buildup of grease caused the lift station to fail.
2. Continued design efforts with RO Anderson for the trunk line replacement from the Bishop Creek Canal to the Waste Water Treatment Plant.

3. Completed installation of “piano wire” 6 inches above all hand rails around clarifier to try to deter birds from landing on it and creating a mess.
4. Steam cleaned all concrete surfaces at the Waste Water Treatment Plant to remove accumulated grease.
5. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia, and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District is presently doing.
6. Videoed more of the sewer main system.
7. Cleaned sludge drying beds.
8. Made routine inspections of grease interceptors.
9. Performed routine main line cleaning in trouble areas.

Streets

1. Began the process of replacing all STOP signs within the city. The new signs will meet retroreflectivity standards.
2. Repaired and or replaced various street signs in the city.
3. Swept city streets and alleys
4. Patched potholes in city streets that posed potential safety issues.
5. Participated in Inyo Local Transportation Commission meeting.
6. Began oversight of installation of Digital 395 faculties in city streets.
7. Met with consultant performing update of Pavement Management System for city.
8. Met with Caltrans and Mule Days staff regarding 2013 Mule Days parade.
9. Participated in meeting of Warren Street Focus Group.
10. Continued work with NV5 on design of Sneden Street Improvements project. Also worked to resolve questions about alignment and location of the legal centerline of Clarke Street at Sneden.
11. Continued work with RO Anderson on design of Pine to Park Path project.
12. Approached completion of acquisition of right of way needed for Wye Road Intersection Improvements project.

Miscellaneous

1. Performed maintenance and serviced Public Works vehicles.

2. Provided weekly tail gate safety for the Public Works crew.
3. Hauled trash and debris from Fowler Pit to the Sunland Landfill.
4. Participated in lunch meeting between staff of the City of Bishop and the City of Los Angeles Department of Water and Power to discuss issues of mutual interest.
5. Led Bishop Tree Committee meeting.
6. Worked with consultant to wrap up state paperwork on third Geographic Information System grant.
7. Presented the Water Conservation Incentive Program and the Warren Street Improvements project at the Earth Day celebration in the Bishop City Park.

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Water Funds Monthly Balances 2012/2013

		End Previous	Change		
Start of Year Combined		\$ 1,082,078.11	\$ 1,082,078.11	\$ -	
Non capital (6 months)		\$ 311,940.00		\$ (311,940.00) Audit reconcile	
Capital		\$ 770,138.11		\$ (770,138.11) Audit reconcile	
		Start Balance	Expend	Revenue	
				End Balance	
July	Combined	\$ 1,082,078.11	\$ 141,501.81	\$ 383,358.07	\$ 1,323,934.37
	Non Capital	\$ 311,940.00	\$ 141,501.81	\$ 237,682.00	\$ 408,120.19
	Capital	\$ 770,138.11	\$ -	\$ 145,676.07	\$ 915,814.18
August	Combined	\$ 1,323,934.37	\$ 72,468.66	\$ 91,872.88	\$ 1,343,338.59
	Non Capital	\$ 408,120.19	\$ 68,873.25	\$ 56,961.19	\$ 396,208.13
	Capital	\$ 915,814.18	\$ 3,595.41	\$ 34,911.69	\$ 947,130.46
September	Combined	\$ 1,343,338.59	\$ 93,208.54	\$ 74,308.43	\$ 1,324,438.48
	Non Capital	\$ 396,208.13	\$ 86,512.61	\$ 46,071.23	\$ 355,766.75
	Capital	\$ 947,130.46	\$ 6,695.93	\$ 28,237.20	\$ 968,671.73
October	Combined	\$ 1,347,834.23	\$ 62,145.99	\$ 65,933.52	\$ 1,351,621.76
	Non Capital	\$ 355,766.75	\$ 56,806.31	\$ 40,878.78	\$ 339,839.22
	Capital	\$ 968,671.73	\$ 5,339.68	\$ 25,054.74	\$ 988,386.79
November	Combined	\$ 1,351,621.76	\$ 59,239.88	\$ 67,314.91	\$ 1,359,696.79
	Non Capital	\$ 339,839.22	\$ 57,472.05	\$ 41,735.24	\$ 324,102.41
	Capital	\$ 988,386.79	\$ 1,767.83	\$ 25,579.67	\$ 1,012,198.63
December	Combined	\$ 1,359,696.79	\$ 53,599.72	\$ 62,518.56	\$ 1,368,615.63
	Non Capital	\$ 324,102.41	\$ 52,924.72	\$ 38,761.51	\$ 309,939.20
	Capital	\$ 1,012,198.63	\$ 675.00	\$ 23,757.05	\$ 1,035,280.68
January	Combined	\$ 1,367,963.54	\$ 66,265.57	\$ 67,265.37	\$ 1,368,963.34
	Non Capital	\$ 309,939.20	\$ 64,466.69	\$ 41,704.53	\$ 287,177.04
	Capital	\$ 1,035,280.68	\$ 1,798.88	\$ 25,560.84	\$ 1,059,042.64
February	Combined	\$ 1,368,963.34	\$ 49,786.62	\$ 64,926.12	\$ 1,384,102.84
	Non Capital	\$ 287,177.04	\$ 49,786.62	\$ 40,254.19	\$ 277,644.61
	Capital	\$ 1,059,042.64	\$ -	\$ 24,671.93	\$ 1,083,714.57
March	Combined	\$ 1,384,003.47	\$ 95,743.86	\$ 64,433.87	\$ 1,352,693.48
	Non Capital	\$ 277,644.61	\$ 82,942.35	\$ 39,949.00	\$ 234,651.26
	Capital	\$ 1,083,714.57	\$ 12,801.51	\$ 24,484.87	\$ 1,095,397.93
April	Combined	\$ 1,352,693.48	\$ 61,340.29	\$ 68,955.97	\$ 1,360,309.16
	Non Capital	\$ 234,651.26	\$ 57,256.54	\$ 42,752.70	\$ 220,147.42
	Capital	\$ 1,095,397.93	\$ 4,083.75	\$ 26,203.27	\$ 1,117,517.45
May	Combined	\$ 1,360,309.16	\$ -	\$ -	\$ 1,360,309.16
	Non Capital	\$ 220,147.42	\$ -	\$ -	\$ 220,147.42
	Capital	\$ 1,117,517.45	\$ -	\$ -	\$ 1,117,517.45
June	Combined	\$ 1,360,309.16	\$ -	\$ -	\$ 1,360,309.16
	Non Capital	\$ 220,147.42	\$ -	\$ -	\$ 220,147.42
	Capital	\$ 1,117,517.45	\$ -	\$ -	\$ 1,117,517.45
End of Year Combined					
Capital %				38%	

Sewer Fund Monthly Balances 2012/2013

		End Previous	Change		
Start of Year Combined		\$ 720,361.67	\$ 720,361.67	\$ -	
Non capital (6 months)		\$ 280,300.00		\$ (280,300.00) Audit reconcile	
Capital		\$ 440,061.67		\$ (440,061.67) Audit reconcile	
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ 720,361.67	\$ 52,253.81	\$ 355,822.29	\$ 1,023,930.15
	Non Capital	\$ 280,300.00	\$ 52,253.81	\$ 209,935.15	\$ 437,981.34
	Capital	\$ 440,061.67	\$ -	\$ 145,887.14	\$ 585,948.81
August	Combined	\$ 1,023,930.15	\$ 79,271.79	\$ 89,480.84	\$ 1,034,139.20
	Non Capital	\$ 437,981.34	\$ 68,888.09	\$ 52,793.70	\$ 421,886.95
	Capital	\$ 585,948.81	\$ 10,383.70	\$ 36,687.14	\$ 612,252.25
September	Combined	\$ 1,034,139.20	\$ 68,285.63	\$ 70,631.93	\$ 1,036,485.50
	Non Capital	\$ 421,886.95	\$ 55,860.79	\$ 41,672.84	\$ 407,699.00
	Capital	\$ 612,252.25	\$ 12,424.84	\$ 28,959.09	\$ 628,786.50
October	Combined	\$ 1,059,337.17	\$ 55,447.58	\$ 61,180.49	\$ 1,065,070.08
	Non Capital	\$ 407,699.00	\$ 55,447.58	\$ 36,096.49	\$ 388,347.90
	Capital	\$ 628,786.50	\$ -	\$ 25,084.00	\$ 653,870.51
November	Combined	\$ 1,065,070.08	\$ 285,569.05	\$ 64,378.11	\$ 843,879.14
	Non Capital	\$ 388,347.90	\$ 64,691.97	\$ 37,983.08	\$ 361,639.02
	Capital	\$ 653,870.51	\$ 220,877.08	\$ 26,395.03	\$ 459,388.45
December	Combined	\$ 843,879.14	\$ 118,340.45	\$ 57,166.22	\$ 782,704.91
	Non Capital	\$ 361,639.02	\$ 54,781.35	\$ 33,728.07	\$ 340,585.74
	Capital	\$ 459,388.45	\$ 63,559.10	\$ 23,438.15	\$ 419,267.50
January	Combined	\$ 782,660.79	\$ 65,196.87	\$ 64,922.49	\$ 782,386.41
	Non Capital	\$ 340,585.74	\$ 59,835.50	\$ 38,304.27	\$ 319,054.51
	Capital	\$ 419,267.50	\$ 5,361.37	\$ 26,618.22	\$ 440,524.35
February	Combined	\$ 782,386.41	\$ 51,116.62	\$ 62,309.03	\$ 793,578.82
	Non Capital	\$ 319,054.51	\$ 50,370.75	\$ 36,762.33	\$ 305,446.09
	Capital	\$ 440,524.35	\$ 745.87	\$ 25,546.70	\$ 465,325.18
March	Combined	\$ 793,493.19	\$ 70,146.89	\$ 61,035.86	\$ 784,382.16
	Non Capital	\$ 305,446.09	\$ 59,943.16	\$ 36,011.16	\$ 281,514.08
	Capital	\$ 465,325.18	\$ 10,203.73	\$ 25,024.70	\$ 480,146.16
April	Combined	\$ 784,382.16	\$ 59,932.23	\$ 63,297.43	\$ 787,747.36
	Non Capital	\$ 281,514.08	\$ 55,597.12	\$ 37,345.48	\$ 263,262.45
	Capital	\$ 480,146.16	\$ 4,335.11	\$ 25,951.95	\$ 501,762.99
May	Combined	\$ 787,747.36	\$ -	\$ -	\$ 787,747.36
	Non Capital	\$ 263,262.45	\$ -	\$ -	\$ 263,262.45
	Capital	\$ 501,762.99	\$ -	\$ -	\$ 501,762.99
June	Combined	\$ 787,747.36	\$ -	\$ -	\$ 787,747.36
	Non Capital	\$ 263,262.45	\$ -	\$ -	\$ 263,262.45
	Capital	\$ 501,762.99	\$ -	\$ -	\$ 501,762.99
End of Year Combined					
Capital %				41%	

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: PUBLIC HEARING - PROPOSED ORDINANCE RELATING TO THE DIRECTOR OF EMERGENCY SERVICES

DATE: May 13, 2013

ATTACHMENTS:

- Public Hearing Notice

BACKGROUND/SUMMARY

A public hearing will be held to hear and accept public input on the proposed ordinance relating to the director of emergency services.

RECOMMENDATION

Hold the public hearing.

CITY OF BISHOP
NOTICE OF PUBLIC HEARING
ON THE PROPOSED ADOPTION OF AN ORDINANCE
RELATING TO THE DIRECTOR OF EMERGENCY SERVICES

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing on Monday, May 13, 2013 at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California to hear and consider citizen input on a proposed ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTIONS 2.36.030 AND 2.36.050 OF CHAPTER 2.36 EMERGENCY ORGANIZATION AND SERVICES OF THE BISHOP MUNICIPAL CODE RELATING TO THE DIRECTOR OF EMERGENCY SERVICES".

This proposed ordinance amends Sections 2.36.030 and 2.36.050 of Chapter 2.36 EMERGENCY ORGANIZATION AND SERVICES of the Bishop Municipal Code to appoint the city administrator as the director of emergency services instead of the mayor.

Following the public hearing, the proposed ordinance will be reviewed for introduction, with the adoption of the ordinance scheduled for a future meeting.

A copy of the full text of this ordinance is available for public inspection at City Hall, 377 West Line Street, Bishop, California. Any persons wishing to comment are invited to attend the public hearing or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the time of said hearing. Any questions can be directed to the Administration Department at 760-873-5863.

Published: May 2, 2013

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: **Proposed Ordinance Relating to Director of Emergency Services – First Reading/Introduction**

DATE: May 13, 2013

Attachments:

- Ordinance relating to the Director of Emergency Services

BACKGROUND/SUMMARY

Currently, Bishop Municipal Code Chapter 2.36 Emergency Organizations and Services, Sections 2.36.030 and 2.36.050, names the Mayor as director of emergency services.

Following a recent City Council emergency preparedness update by the Chief of Police and the Fire Chief, it was determined to consider the City Administrator to serve as the director of emergency services in time of need.

The attached Ordinance, for Council's consideration, designates the city administrator as the director of emergency services.

RECOMMENDATION

After Second Reading, City Council considers approval of the Ordinance Relating to Director of Emergency Services.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTIONS 2.36.030 AND 2.36.050 OF CHAPTER 2.36 EMERGENCY ORGANIZATION AND SERVICES OF THE BISHOP MUNICIPAL CODE RELATING TO THE DIRECTOR OF EMERGENCY SERVICES

THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Sections 2.36.030 and 2.36.050 of Chapter 2.36 EMERGENCY ORGANIZATION AND SERVICES of the Bishop Municipal Code, be and the same hereby are amended to read, in their entirety, as follows:

“2.36.030 Disaster council membership. The disaster council is created and shall consist of the following: A. The chairman of the council shall be chairman; B. The director of emergency services shall be the city administrator; C. Such chiefs of emergency services as are provided for in a current emergency plan of this city, adopted pursuant to this chapter; D. Such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as may be appointed by the city council. (Prior code §5-3)”

“2.36.050 Director of emergency services and coordinator of disaster services. A. There is created the office of director of emergency services. The city administrator shall be the director of emergency services. B. There is created the office of coordinator of disaster services. The chief of police shall be the coordinator of disaster services. (Prior code §5-5)”

SECTION 2. Except as hereby specifically amended, all other terms and provisions of Chapter 2.36 of the Bishop Municipal Code shall remain in full force and effect.

SECTION 3. This ordinance shall be in full force and effect thirty (30) days from and after its passage and adoption.

SECTION 4. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner and form provided by law in the Inyo Register, a newspaper of general circulation printed and published in the City of Bishop, State of California which said newspaper is hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2013.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KCC*

SUBJECT: Resolution No. 13-07 – County of Inyo Used Oil Payment Program 3

DATE: May 13, 2013

Attachments:

- Correspondence from County of Inyo received May 3, 2013
- Resolution No. 13-07

BACKGROUND/SUMMARY

The County of Inyo is submitting an application for the Used Oil Payment Program 3. In the past, the City of Bishop has authorized Inyo County to apply for funding on our behalf and administer the used oil recycling program.

Resolution No. 13-07 and the letter of authorization will authorize Inyo County to apply for the 2013-2014 funds on behalf of the City of Bishop.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 13-07 and submit the letter of authorization in order to allow Inyo County to continue with the City and County portions of the used oil recycling program.

Integrated Waste Management
Parks and Recreation



TEL. (760) 873-5577
FAX. (760) 873-5599
E-MAIL: phennarty@inyocounty.us

COUNTY OF INYO

Administrative Services
163 May Street
Bishop, California 93514

RECEIVED
MAY - 3 2013
CITY OF BISHOP

May 1, 2013

Bishop City Administrator
P.O. Box 1236
Bishop, CA 93515

Re: Authorization Letter and Resolution for Used Oil Payment Program 4

The County of Inyo is submitting an application for the Used Oil Payment Program 4 for the period of 2013/2014 on behalf of the County of Inyo/City of Bishop. Cal Recycle requires a Resolution and Letter of Authorization from the City of Bishop for inclusion within the Grant Application. Enclosed is a copy of the resolution and letter of authorization that the City of Bishop submitted for last year's application. We will need to receive these documents to submit this application on your behalf by July 31, 2013. If you will not be able to provide these documents by this date, please let me know as soon as possible so that we may ask for an extension from Cal Recycle prior to the deadline date.

Please feel free to contact me if you have any questions at 873-5577.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pam Hennarty", is written over a faint, circular official stamp. The signature is fluid and cursive.

Pam Hennarty
Inyo County Senior Deputy County Administrator



CITY OF BISHOP

377 West Line Street - Bishop, California 93514

P. O. Box 1236 - Bishop, California 93515

City Hall (760) 873-5863 - Fax (760) 873-4873

July 18, 2012

Ms. Donnell R. Duclo, Staff Services Analyst
Department of Resources Recycling and Recovery
Materials Management and Local Assistance Program
Grant & Loan Resources, MS #9A
P. O. Box 4025
Sacramento, CA 95812-4025

Dear Ms. Duclo:

Re: Letter of Authorization

I am the City Administrator of the City of Bishop and am authorized to contractually bind the City of Bishop. Pursuant to this authority, I hereby authorize Inyo County Waste Management to submit a regional Used Oil Payment Program application and act as Lead Agency on behalf of the City of Bishop. Inyo County Waste Management is hereby authorized to execute all documents necessary to implement and secure payment under the OPP.

Sincerely,

Keith Caldwell
City Administrator

cc: Zarka Popovic
Senior Deputy County Administrator



CITY OF BISHOP

377 West Line Street - Bishop, California 93514

P. O. Box 1236 - Bishop, California 93515

City Hall (760) 873-5863 - Fax (760) 873-4873

July 18, 2012

California Department of Resources Recycling and Recovery
Used Oil Payment Program
1001 I Street, MS 9A
Sacramento, CA 95814

Re: Authorization Letter for Used Oil Payment Program 3

Dear Board Members:

The City of Bishop authorizes the County of Inyo to submit a regional application for the Used Oil Payment Program 3 for the period of 2012-2013 on behalf of the City of Bishop. Inyo County is authorized and empowered to execute all necessary applications, contracts, payment requests, agreements and amendments hereto for the purposes of securing grant funds and to implement and carry out the purpose specified in the grant.

Sincerely,

Keith Caldwell
City Administrator

cc: Zarka Popovic
Senior Deputy County Administrator

RESOLUTION NO. 12-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AUTHORIZING THE COUNTY OF INYO TO SUBMIT ON THE CITY'S BEHALF AN APPLICATION FOR THE 2012/2013 USED OIL PAYMENT PROGRAM 3

WHEREAS, pursuant to Public Resources Code Section 48690 the Department of Resources Recycling and Recovery (CalRecycle), formerly known as the California Integrated Waste Management Board, has established the Used Oil Payment Program (OPP) to make payments to qualifying jurisdictions for implementation of their used oil programs; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the Used Oil Payment Program; and

WHEREAS, the Used Oil Payment Program allows regional participation; and

WHEREAS, CalRecycle's procedures for administering the Used Oil Payment Program require, among other things, a regional application's governing body to declare by resolution certain authorizations related to the administration of the Used Oil Payment Program.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Bishop authorizes the County of Inyo to submit a Used Oil Payment Program regional application on its behalf; and

BE IT FURTHER RESOLVED that the Deputy County Administrator, or his/her designee, is hereby authorized and empowered to execute in the name of the City of Bishop all documents, including but not limited to, applications, agreements, annual reports including expenditure reports and amendments necessary to secure said payments to support our Used Oil Collection Program; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the City Council of the City of Bishop.

PASSED, APPROVED AND ADOPTED this 9th day of July 2012.



DAVID STOTTLEMYRE, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: Denise Gillespie
Denise Gillespie, Assistant City Clerk



STATE OF CALIFORNIA
COUNTY OF INYO



I, Denise Gillespie, Assistant City Clerk for the City of Bishop, do hereby certify that the whole number of members of the City Council of said City of Bishop is five (5); that the foregoing Resolution No. 12-17 was duly passed and adopted by said City Council; approved and signed by the Mayor of said City; and attested by the City Clerk of said City, all at a regular meeting of said City Council, held on July 9, 2012, and that the same was so passed and adopted by the following roll call vote.

AYES: Griffiths, Smith, Ellis, Cullen, Stottlemyre

ABSENT: None

NOES: None

ABSTAIN: None

WITNESS, my hand and the seal of the City of Bishop this 11th day of July 2012.

Denise Gillespie
Denise Gillespie, Assistant City Clerk
CITY OF BISHOP



The foregoing instrument is a full, true and correct copy of the original on file in this office.

City of Bishop
State of California

ATTEST: KEITH CALDWELL Date: 7-11-12
City Clerk

By Denise Gillespie
Assistant City Clerk

RESOLUTION NO. 13-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AUTHORIZING THE COUNTY OF INYO TO SUBMIT ON THE CITY'S BEHALF AN APPLICATION FOR THE 2013/2014 USED OIL PAYMENT PROGRAM 3

WHEREAS, pursuant to Public Resources Code Section 48690 the Department of Resources Recycling and Recovery (CalRecycle), formerly known as the California Integrated Waste Management Board, has established the Used Oil Payment Program (OPP) to make payments to qualifying jurisdictions for implementation of their used oil programs; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the Used Oil Payment Program; and

WHEREAS, the Used Oil Payment Program allows regional participation; and

WHEREAS, CalRecycle's procedures for administering the Used Oil Payment Program require, among other things, a regional application's governing body to declare by resolution certain authorizations related to the administration of the Used Oil Payment Program.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Bishop authorizes the County of Inyo to submit a Used Oil Payment Program regional application on its behalf; and

BE IT FURTHER RESOLVED that the Deputy County Administrator, or his/her designee, is hereby authorized and empowered to execute in the name of the City of Bishop all documents, including but not limited to, applications, agreements, annual reports including expenditure reports and amendments necessary to secure said payments to support our Used Oil Collection Program; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the City Council of the City of Bishop.

PASSED, APPROVED AND ADOPTED this 13th day of May 2013.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Discussion/Action – City Council Salaries and Benefits

DATE: May 13, 2013

Attachments:

- Council Salary & Benefit Survey - Desert Mountain Division

BACKGROUND/SUMMARY

During a City Council Retreat on February 21, 2013, the topic of City Council Salaries and Benefits were addressed and discussed.

City Attorney Tracy provided Council with an overview as follows;
City of Bishop Ordinance No. 453, Section 36516 (a) (4) states:

“The salary of councilmembers may be increased beyond the amount provided in this subdivision by an ordinance or amendment to an ordinance, but the amount of the increase shall not exceed an amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted. No ordinance shall be enacted or amended to provide automatic future increases in salary.”

Because city councilmembers salaries were last adjusted in 1989, the City Council could, by ordinance, raise city councilmembers salaries up to 120% to \$660.00/mo.

- Twenty-four years x five percent (5%) = 120%.
- 120% of the \$300.00/mo. = \$360.00/mo.
- \$300.00/mo. (current salary) plus \$360.00 (maximum increase) = \$660.00/mo.

If the City Council elects to raise salaries a lesser amount, the right to further raises will be limited to 5% per year based on such lesser amount. Thus for example, if the City Council raised salaries only \$100.00/mo. to \$400.00/mo. (instead of the \$360.00/mo. to \$660.00/mo.) future raises would be limited to 5% of the \$400.00/mo. The ability to raise salaries the other \$260.00/mo. would be forever lost.

Section 36516.5 governs when raises in councilmember salaries take effect. This section reads:

“A change in compensation does not apply to a councilman during his term in office; however, the prohibition herein expressed shall not prevent the adjustment of the compensation of all members of the council serving staggered terms whenever one or more members of such council becomes eligible for a salary increase by virtue of his beginning a new term of office.”

Accordingly, any salary increase would become effective for all councilmembers whenever any councilmember begins a new term of office.

As requested, staff has provided an additional Salary and Benefit Survey of Desert Mountain Division Cities for Councils review, discussion and potential action.

RECOMMENDATION

Council discussion and potential action regarding City Council Salaries and Benefits

**DESERT MOUNTAIN DIVISION
CITY COUNCIL BENEFITS SURVEY
MONTHLY COMPENSATION**

CITY	SALARY	MEDICAL CONTRIBUTION	RETIREE MEDICAL CONTRIBUTION	DENTAL CONTRIBUTION	AUTO ALLOWANCE	PERS FORMULA	EMPLOYEE PERS CONTRIBUTION	OTHER BENEFITS
Adelanto	\$900.00	100% of Selected Plan	Lifetime Coverage eligible after 10 yrs	Included in Health	N/A	2% @ 60	N/A	N/A
Apple Valley	\$811.00	\$725 +up to \$340 dollar to dollar match	N/A	Included in Health	\$150	2.7% @ 55 prior to 10/23/11 2% @ 55 after 10/23/11	2.7% - 4% - 7% 2%	\$50,000 life
Barstow	\$504.42	\$1000 Cafeteria Plan or \$750 Stipend toward medical	Lifetime Coverage eligible after 10 yrs	Included in Health	N/A	2.7% @ 55 prior to 1/31/12 2% @ 60 after 1/31/12	after 1/01/10 employees pay PERS contribution	Life Ins. (amount based on age)
Big Bear Lake	\$300.00	Cafeteria Plan		Included in Cafeteria Plan	Mileage Reimbursement	N/A	N/A	N/A
Bishop	\$300.00	90% of PER Choice	Eligible after 2 terms (7 1/2 years)	100% of premium	Mileage Reimbursement	N/A	N/A	Life plus AD&D
California City	\$300 \$500 - Mayor	N/A	N/A	N/A	N/A	N/A - PARS	N/A	N/A
Lancaster	\$660.00	100% of Selected Plan	N/A	Included in Health	\$100	2% @ 55	8%	N/A
Mammoth Lakes	\$300.00	PERS Choice Family		Reimburse up to \$1500 for employee and \$800 for each dependent	N/A	2.7 @ 55	8%	Life Ins.
Needles	N/A	N/A	N/A	N/A	Mileage Reimbursement	N/A	N/A	N/A
Palmdale	\$759 \$1265 -Mayor	Same benefit as Full time Employee (up to 100% based on plan selected)	N/A	100% of plan	\$200	N/A- PARS	N/A	Life Ins.
Ridgecrest	\$774.00	Cafeteria Plan	Eligible for \$115 toward Medical after 5 years	Included in Cafeteria Plan	N/A	2.7% @ 55	8%	N/A
Twentynine Palms	\$465.00	up to \$500 towards Plan	Eligible after 5 years	100% of Plan	Mileage Reimbursement	2.5% @ 55	after 1/1/13 Employee Cont. covered by employee	N/A
Victorville	\$942.82	\$626 medical fringe benefit	N/A	\$200 for dental or vision (if waive medical benefits) Cash back if no benefits elected or deferred comp.	N/A	2.5% @ 55 prior to 1/1/13 2% @ 62 after 1/1/13	N/A	N/A
Yucca Valley	\$488.63	\$1050 Cafeteria plan	Coverage Eligible after 5 yrs	N/A	N/A	2.7% @ 55 prior to 7/16/11 2% @ 60 after 7/16/11 2% @ 62 after 1/1/13	N/A	N/A

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Approve the Purchase of Carpet for the Clarke Wing Hallway of City Hall

DATE: May 13, 2013

BACKGROUND/SUMMARY

The City of Bishop has provided several building upgrades and improvements for City Hall over the past five years. The carpet in the Clarke Wing Hallway is becoming worn and in need of replacement. Over the past several years many of the court cases have been scheduled in Bishop resulting in more wear and tear to the flooring.

The Council approved the advertisement of the purchase and installation of the carpet at the April 22, 2013 Council Meeting. Bid speculations and public notices to advertise the project was released on April 29, 2013 and sealed bids were opened the morning of May 13, 2013.

RECOMMENDATION

Council consideration to approve the removal of current carpet and the purchase and installation of the upgraded carpet squares to the lowest responsive bidder.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: PURCHASE OF PROFESSIONAL SERVICES – AUDIT SERVICES

DATE: May 13, 2013

Attachments:

- Audit proposal from Larry Bain, CPA

BACKGROUND/SUMMARY

The attached proposal for the 2012-2013 annual audit is from the accounting firm of Larry Bain, CPA. Each year the City contracts for independent audits which are listed in the attached proposal. Mr. Bain's firm has done these audits for more than twelve years. This firm has been professional and timely.

RECOMMENDATION

Review the proposal from Larry Bain, CPA and consider action to approve the professional services contract and authorize the firm of Larry Bain, CPA to conduct the attached list of audits for fiscal year 2012-2013 pursuant to the costs presented.

Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894

RECEIVED
MAY 06 2013
CITY OF BISHOP

April 29, 2013

City Council
City of Bishop
P.O. Box 1236
City of Bishop, California 93515

We are pleased to confirm our understanding of the services we are to provide for the City of Bishop for the fiscal year ended June 30, 2013. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the City of Bishop as of and for the fiscal year ended June 30, 2013. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the City of Bishop's basic financial statements. As part of our engagement, we will apply certain limited procedures to the City of Bishop's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: a) management discussion and analysis b) the budgetary comparison schedules and pension trend analysis. Additionally, you will be provided with:

- Management letter covering any observations made during the course of the audit
- Audited Redevelopment Agency report
- Audited report for Sunrise Mobile Home Park, inclusive of regulatory report
- Proposition 4 calculation
- Single Audit report, if required
- Annual reports required by the State Controllers Office

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States) and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City of Bishop and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties. If during our audit we become aware that the City of Bishop is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

**Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894**

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will prepare a draft of your financial statements and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the the City of Bishop and the respective changes in financial position and cash flows, where applicable, in conformity with U.S. generally accepted accounting principles. Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for providing to us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse. Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of

*Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894*

all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations

Audit Procedures—General (Continued)

of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Bishop 's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

Audit Administration and Fees

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

*Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894*

Audit Administration and Fees (Continued)

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Larry Bain, CPA and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to federal agencies providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larry Bain, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by federal agencies. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately August 26, 2013 and expect to issue our reports no later than November 30, 2013. Larry Bain is the engagement partner and is responsible for supervising the engagement and signing the report. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed the following amounts:

City of Bishop Financial Statements	\$16,800
Sunrise Mobile Home Park	\$ 1,900
Proposition 4 calculation	\$ 1,200
T.O.T. Audits (per motel)	\$ 1,000
Additional requirements to complete Single Audit or STIP Audits, per major program, if required	\$ 5,000

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes ninety days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our January 31, 2012 peer review report accompanies this letter.

*Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762
(916) 601-8894*

We appreciate the opportunity to be of service to the City of Bishop and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Larry Bain, CPA,
An Accounting Corporation

This letter correctly sets forth the understanding of the City.

By: _____

Title: _____

Date: _____



David E. Vaughn CPA

(209) 957-5506 Fax (209) 957-9589

4540 Gnekow Drive, Stockton, Ca. 95212-1307

RECEIVED

MAY 06 2013

CITY OF BISHOP

System Review Report

July 20, 2012

Larry Bain,
Certified Public Accountant,
and the Peer Review Committee of the California Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of Larry Bain, CPA (the firm) in effect for the year ended January 31, 2012. My peer review was conducted in accordance with Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included an engagement performed under *Government Auditing Standards* and an audit of an employee benefit plan.

In my opinion, the system of quality control for the accounting and auditing practice of Larry Bain, CPA in effect for the year ended January 31, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Larry Bain, CPA has received a peer review rating of *pass*.

David E. Vaughn, CPA

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: BUDGET ADJUSTMENTS/TRANSFERS FY 2012-2013

DATE: May 13, 2013

ATTACHMENTS:

- Finance Department Memorandum

BACKGROUND/SUMMARY

Attached is a Budget Adjustments/Transfers Report for Fiscal Year 2012-2013 through April 30, 2013 prepared by Assistant Finance Director Cheryl Solesbee. Action to approve the transactions will bring the listed accounts into reconciliation with expenditures for that period.

RECOMMENDATION

Council consideration to take action to approve the budget adjustments and transfers for Fiscal Year 2012-2013 through April 30, 2013 as presented.

TO: City Council/City Administrator
 FROM: Cheryl Solesbee, Assistant Finance Director
 DATE: May 13, 2013
 SUBJECT: Budget Adjustments/Transfers

The following are budget adjustments and transfers which would bring the listed accounts into reconciliation with expenditures through April 30, 2013.

BUDGET ADJUSTMENT AS FOLLOWS:
From Unbudgeted Reserves

FUND	AMOUNT	TO FUND/DEPT	AMOUNT
General Fund	\$ 9,952	Police Dept	
Unassigned Fund Balance		001-020-52009	\$ 3,797
001-20405-00		Training	
		Note: Reimb from State	
		Peace Officer Training	
		001-020-52015	\$ 5,658
		Note: Reimb from Inyo	
		Ran Board	
		Fire Dept	
		001-021-52009	\$ 85
		Training	
		Note: Reimb from Independence	
		Fire Dept	
		001-021-52010	\$ 16
		Heat, Light & Power	
		Note: Reimb from District	
		001-021-52012	\$ 50
		Office Supplies	
		Note: Reimb from District	
		001-021-52018	\$ 346
		Spec Dept Supplies	
		Note: Reimb from Vol& District	
Gas Tax Fund	\$ 9,304	003-030-51001	\$ 6,520
		Salaries Full-time	

003-030-51007 \$ 914
Health Insurance

003-030-51008 \$ 144
Dental Ins

003-030-51009 \$ 1,691
PERS

003-030-51011 \$ 35
Medicare Tax
Note: State has resumed
Funding

Traffic Safety Fund \$ 3,430

009-090-51002 \$ 2,860
Part-time Salaries

009-090-51010 \$ 570
Workers Comp
Note: Reimb from School Prgrm

Department Line Item

To

Department Line Item

City Council
001-010-51025 \$ 3,000

001-010-52014 \$ 3,000
Meetings, Trvl

Administration
001-011-51009 \$ 1,000
PERS

Finance
001-012-51025 \$ 1,000
Retiree Health Ins

001-012-52009 \$ 1,000
Training

001-010-52015 \$ 6,000
Prof/tech svcs

001-011-52012 \$ 500
Office Supplies

001-011-52014 \$ 300
Meetings, Travel

001-011-52030 \$ 200
Misc/Adm Emp Comp

001-012-52012 \$ 300
Office supplies

001-012-52015 \$ 1,700
Prof/tech svcs

<u>Department Line Item</u>	To	<u>Department Line Item</u>	
Insurance		Legal Svcs	
001-015-52016	\$ 2,000	001-014-55040	\$ 2,000
Insurance		Litigation Svcs	
Bldgs & Grounds			
001-016-52015	\$ 1,900	001-016-52010	\$ 1,900
Prof/tech Svcs		Heat, Light, Power	
Police Dept			
001-020-51009	\$14,000	001-020-51015	\$14,000
PERS		Shift differential	
001-020-51025	\$12,000	001-020-51046	\$12,000
Retiree Hlth Ins		OPEB	
Fire Dept			
001-021-51002	\$ 3,100	001-021-52013	\$ 815
Salaries/Part-time		Communications	
001-021-51010	\$ 5,120	001-021-52018	\$ 1,900
Workers Comp		Spec Dept Supplies	
		001-021-53020	\$ 3,985
		Vehicle Operation	
		001-021-54023	\$ 900
		Building Operation	
		001-021-56027	\$ 620
		Capital Improvement	
001-021-52010	\$ 1,300		
Heat, Light, Power			
001-021-52019	\$ 800	001-021-52018	\$ 2,100
Misc dues & Subsc		Spec Dept Supplies	
Building			
001-022-51025	\$ 400	001-022-51046	\$ 400
Retiree Hlth Ins		OPEB	
Street Maintenance			
001-023-51024	\$ 700	001-023-51046	\$ 700
Employer Comp Match		OPEB	
5/13/13			

<u>Department Line Item</u>		To	<u>Department Line Item</u>	
Planning Dept				
001-034-51001	\$	400	001-034-51002	\$ 400
Salaries Full-time			Salaries Part-time	
Sewer Fund				
002-051-51007	\$	2,300	002-051-51017	\$ 300
Health Ins			FICA	
			002-051-51024	\$ 2,000
			Employer comp Match	
002-051-52013	\$	500	002-051-55024	\$ 500
Communications			Rentals & Refunds	
Water Fund				
004-050-52013	\$	300	004-050-52014	\$ 300
Communications			Travel	
TUT Fund				
010-000-51009	\$	2,300	010-000-51010	\$ 2,200
PERS			Workers comp	
			010-000-52011	\$ 100
			Adv/printing	
SMHP Fund				
012-095-51001	\$	2,920	012-095-51007	\$ 1,500
Salaries Full-time			Health Ins	
			012-095-51008	\$ 250
			Dental Ins	
			012-095-51010	\$ 1,000
			Workers Comp	
			012-095-51043	\$ 170
			Disability Ins	

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: SET INTERVIEW COMMITTEE – PLANNING COMMISSION

DATE: May 13, 2013

ATTACHMENTS:

- Letter from Frank Crom
- Notice of Advertisement

BACKGROUND/SUMMARY

There will be a vacancy on the Planning Commission at the end of Frank Crom's term as commissioner ending June 22, 2013. The vacancy has been advertised according to procedure with the deadline for all applications to be submitted by Friday, May 10, 2013.

It is anticipated that we will need to establish an interview committee made up of two Council members and two members from the Planning Commission to interview any potential candidates and make a recommendation to the full Council at the meeting of May 28, 2013. Interviews can be scheduled starting May 13 through May 23 to accommodate the candidates and members of the interview committee. Due to the Memorial Day holiday weekend, the scheduled interviews could be delayed another week and a recommendation to the full Council may not occur until the June 10th Council meeting.

RECOMMENDATION

Appoint two Council members to serve on the interview committee to fill a vacancy on the Planning Commission.

TO: Keith Caldwell, City Administrator
City of Bishop
Bishop, CA 93514

DATE: May 7, 2013

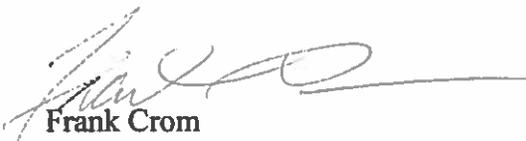
RE: Planning Commission

After many years of service to this city that I love, the time has come for me to take some time off, and so, I hereby officially advise you that I do not plan to seek reappointment to the Planning Commission.

I would like to say that it has been a true pleasure to serve with the members of the Commission. They are all professionals who are committed to fairness and work hard at making our community a better place to live and work.

Likewise, I cannot say enough about the wonderful people who work for the City, especially the staff people who have kept us informed, on time, and clued in! Under both Rick's and Keith's leadership, we can all be proud of the people who keep our City humming!

Very Truly Yours,



Frank Crom
351 E. South Street
Bishop, CA 93514

RECEIVED

MAY - 7 2013

CITY OF BISHOP

**CITY OF BISHOP
PLANNING COMMISSION VACANCY**

One seat on the City Planning Commission will expire in June and the City of Bishop is seeking persons interested in serving on this commission. All interested persons may contact Bishop City Hall, 377 West Line Street, Bishop, 760-873-5863. Applications and descriptions of duties and responsibilities of the commission are available at City Hall and on the City's website at <http://www.ca-bishop.us>. Applications will be accepted until the close of business at 4:30 p.m. on Friday, May 10, 2013.

Published: 4/25/13; 4/27/13; 5/2/13; 5/4/13

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Street Closures – Mule Days Parade

DATE: May 13, 2013

Attachments:

- Staff Memo

BACKGROUND/SUMMARY

Director Grah has provided an overview of Mule Days' request for street closures during the 2013 Mule Days Parade.

The closures are covered under an Encroachment Permit and in conjunction with the Bishop Police Department.

RECOMMENDATION

Council consideration to approve closures related to the Mule Days Parade.



To: Keith Caldwell, City Administrator
From: David Grah, Director of Public Works
Subject: Street Closures for Mule Days Parade
Date: 29 April 2013
Previous: 7 May 2012, 15 April 2013
Funding: Various General Fund

KSC


General:

Mule Days proposes to close portions of several streets for the 2013 Mule Days Parade. The City Council typically approves planned street closures for events.

Background:

Each year the Mule Days Parade uses South Street, Third Street, and Jay Street for staging parade entries and uses Sierra Street for a part of the parade route. These uses require the closure of these streets.

A number of entities, including Bishop Public Works and Police Department are involved in providing traffic control for the parade and closure. At the 22 April 2013 meeting, the City Council approved a Resolution for the use of city streets for parade detours.

The closure of city streets for the parade and the use of city streets for the detour, will be covered by an Encroachment Permit issued by Public Works. The closure of state highways for the parade is covered by an Encroachment Permit issued by Caltrans.

Recommendation:

The City Council approve the street closures related to the 2013 Mule Days parade.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Street Closures – High School Graduation

DATE: May 13, 2013

Attachments:

- Staff Memo
- Draft - Encroachment Permit

BACKGROUND/SUMMARY

Director Grah has provided an overview of Bishop Unified School District's request for street closures during the 2013 Bishop Union High School graduation ceremonies.

The closures are covered under an Encroachment Permit and in conjunction with the Bishop Police Department.

RECOMMENDATION

Council consideration to approve closure of North Fowler Street between Church Street and West Pine Street and Academy Avenue between North Fowler and Hammond Street for 2013 Bishop Union High School Graduation.



To: Keith Caldwell, City Administrator
From: David Grah, Director of Public Works
Subject: Street Closures for High School Graduation
Date: 29 April 2013
Previous: 7 May 2012
Funding: Various General Fund

KSC


General:

The Bishop Unified School District proposes to close portions of North Fowler Street and Academy Avenue for the 2013 Bishop High School graduation.

Background:

The high school will hold their 2013 graduation on Friday, 7 June. With the attached 15 April 2013 letter, Barry Simpson, Superintendent of the Bishop Unified School District, requested that North Fowler Street be closed between Church Street and West Pine Street and that Academy Avenue be closed between North Fowler Street and Hammond Street for the event. This closure for high school graduation is done each year.

The event on the street will be covered by an encroachment permit. A draft permit for the closure is attached and is based on the permit used in previous years. As is often the case with activities on city streets, Public Works and Police Department staff would provide, set up, and take down the traffic control devices such as signs, cones, and no parking signs. Typically the City Council approves street closures.

Recommendation:

The City Council approve the closure of North Fowler Street between Church Street and West Pine Street and Academy Avenue between North Fowler Street and Hammond Street for the Bishop High School 2013 graduation.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us

Encroachment Permit 2013-005

Permittee: Bishop Unified School District

Title: High School Graduation 2013

Location: City of Bishop street right of way on North Fowler Street between Church Street and West Pine Street and on Academy Avenue from North Fowler Street to Hammond Street and as shown on attached map.

Description of Activities: Under street closures by others, high school graduation ceremony.

1. **Responsible Party:** No activities other than the described activities under the control of the Permittee are authorized under this permit.
2. **Date and Times of Closure:** The permitted activities shall only be conducted when street closures are in place. Street closures are planned starting at 1930 hours lasting until the completion of the ceremonies expected about 2200 on Friday 7 June 2013.
3. **Traffic Control:** The City of Bishop and others will provide and set up traffic control for activities. Permittee is responsible:
 - For keeping all permitted activities within traffic control areas
 - For maintaining traffic control devices during activities
4. **Additional Conditions:** At any time the city may prescribe additional conditions necessary for the protection of the public property, for the prevention of undue interference with traffic, to assure public safety, or to otherwise act in the best interest of the city.
5. **Responsibility:** The permittee accepts all responsibility for damage or injury that results from activity under this permit.
6. **Insurance:** Prior to the beginning of and throughout the duration of activities, the Permittee shall maintain insurance in accordance with the following.
 - Permittee shall provide General Liability Insurance. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,000 per occurrence for all covered losses and no less than \$2,000,000 general aggregate.
 - Permittee shall provide Excess or Umbrella Liability Insurance (Over Primary), if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Such policy or policies shall include as insureds those covered by the underlying policies, including additional insureds.
 - Coverage shall be "pay on behalf", with defense costs payable in addition to policy limits.

- There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another.
 - Coverage shall be applicable to City for injury to employees of Permittee, subcontractors or others involved in the activity.
 - The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein.
 - Any insurance proceeds in excess of the required limits and coverage and which is applicable to a given loss will be available to City.
 - The City, including its officers, agents, and employees shall be named as additional insureds under the general and umbrella liability policies.
7. **Indemnity:** As an express and material term of City's issuance of this Permit, Permittee agrees to indemnify and hold harmless the City, its officers, employees and agents from any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the permitted encroachment. Permittee further agrees to indemnify and hold harmless the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of Permittee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity performing work authorized by this Permit. It is the intent of this condition that Permittee shall be responsible for all liability for design, construction, and maintenance of the improvements installed or activities performed pursuant to this Permit and that the City, its officers, employees and agents shall not be liable for any negligence, whether active or passive in nature, nonfeasance, misfeasance, or malfeasance related to or arising from this Permit, including but not limited to approving, reviewing, checking, or correcting any plans or specifications or in approving, reviewing, or inspecting any work or construction arising from this Permit.
8. **Duty to Defend:** As an express and material term of City's issuance of this Permit, Permittee agrees to defend, at its sole expense, the City, its officers, employees and agents from and against any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the permitted encroachment. Permittee's duty to defend shall apply to the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of the City, its officers, employees and/or agents and the acts or omissions of Permittee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity performing work authorized by this Permit.
9. **Legal Costs:** In the event of any controversy, claim or dispute arising out of or relating to this Permit or the violation of any covenant contained herein, the prevailing party shall be entitled to receive from the losing party reasonable expenses, including attorney's fees and costs.

Agreed to by:

Signature

Date

Issued by:

David Grah
Director of Public Works

Date

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KAC*

SUBJECT: Amend Mad Dogs of Bishop Street Vender Permit

DATE: May 13, 2013

Attachments:

- Staff Memo
- Mad Dog of Bishop – Street Vender Permit

BACKGROUND/SUMMARY

Director Grah has provided an overview of the street vending operation for Mad Dog of Bishop. The 2013 city permit allows Mad Dog of Bishop to operate on the south side of May Street close to Main Street. Currently, there are no parking restrictions in that location.

Safety and traffic concerns from citizens have prompted a review of the location. It has been determined a relocation of the operation by approximately 150 feet east would reduce the impacts. This location has a two hour parking restriction.

If item 6a of the Mad Dogs of Bishop Street Vendor Permit is amended, Mad Dogs could relocate and the two hour restriction shall not apply under this permit.

RECOMMENDATION

Council consideration to amend item 6a of the Mad Dogs of Bishop Street Vender Permit for Calendar Year 2013.



To: Keith Caldwell, City Administrator *KCC*
From: David Grah, Director of Public Works
Subject: Amend to Mad Dogs Street Vendor Permit
Date: 8 May 2013
Previous: Unknown
Funding: Small General Fund revenue

General:

The locations described in the Street Vendor Permit for Mad Dogs of Bishop needs to be updated.

Background:

Street Vendor Permit for Calendar Year 2013 for Mad Dogs of Bishop authorizes Mad Dogs to operate on the south side of May Street near Main Street. Currently, Mad Dog operates close to Main Street at a location that does not have a parking restriction.

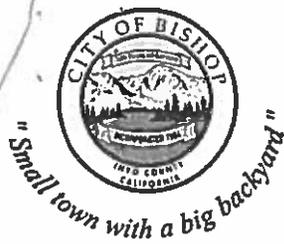
There have been concerns that the Mad Dogs operation adversely impacts traffic in the area. It has been determined that operation at a location east of the westernmost driveway of Union Bank would reduce these impacts. This location has a 2 hour parking restriction.

If item 6a of the permit was amended to the following, Mad Dogs operation could move to the better location:

"South side of May Street between Main Street and Rose Street and east of the westernmost driveway of Union Bank. The 2 hour parking restriction shall not apply to operation under this permit."

Recommendation:

Amend item 6a of Street Vendor Permit for Calendar Year 2013 for Mad Dogs of Bishop as indicated above.



CITY OF BISHOP

377 West Line Street – Bishop, CA 93514
P.O. Box 1236 – Bishop, CA 93515
City Hall (760) 873-5863 – Fax (760) 873-4873

STREET VENDOR PERMIT – CALENDAR YEAR 2013
RODOLFO MADERA / ESTELA MADERA
MAD DOGS OF BISHOP
133 PANORAMA DRIVE
BISHOP, CA 93514

1. The permit is for the calendar year 2013 as set forth by the City. This date shall be initiated upon receipt by the City of all necessary application information and the meeting of all conditions required herein by the applicant as determined by the City. In no event shall this initiation date be more than 30 days from the date of this correspondence. If applicant fails to provide adequate information and meet conditions within the 30-day period, the approval will be void and applicant must apply for a new permit. The business license fee is \$50.00 per calendar year. Your payment for the 2013 business license is due by December 31.
2. The permit shall be personal to the following individuals: Rodolfo Madera / Estela Madera
No others are allowed to sell under this permit.
3. The City reserves the right to temporarily cancel permission at any particular location for public safety reasons.
4. The permit shall be for a food vending cart as described in the application.
5. Times allowed for sales are during normal business hours for the commercial districts.
6. Permittee may sell at the following location and times:
 - a) South side of May Street between Union and Chase Banks
 - b) Monday through Saturday – 7:00 a.m. to 3:00 p.m.
7. Permittee MAY NOT sell in the following locations:
 - a) Within 500 feet of any school
 - b) Within 300 feet of a public park.
 - c) In public parking lots.
 - d) May not impede vehicle or pedestrian traffic.
 - e) May not sell on private property unless the owner of the property or lessor obtains a conditional use permit.
 - f) Use of the cart on Main Street (Highway 395) or Highway 168 (portion of Line Street) is prohibited.

8. As an express and material term of City's issuance of this permit, Permittee agrees to indemnify and hold harmless the City, its officer, employees and agents from any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the permitted activity. Permittee further agrees to indemnify and hold harmless the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of Permittee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity performing work authorized by this Permit. It is the intent of this condition that Permittee shall be responsible for all liability for activities performed pursuant to this Permit and that the City, its officers, employees and agents shall not be liable for any negligence, whether active or passive in nature, nonfeasance, misfeasance, or malfeasance relating to or arising from this Permit, including but not limited to approving, reviewing, checking, or correcting any plans or specifications or in approving, reviewing, or inspecting any work or construction arising from this Permit.
9. Duty to Defend: As an express and material term of City's issuance of this Permit, Permittee agrees to defend, at its sole expense, the City, its officers, employees and agents from and against any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the permitted encroachment. Permittee's duty to defend shall apply to the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of the City, its officers, employees and/or agents and the acts or omissions of Permittee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity performing work authorized by this Permit.
10. A commercial liability insurance policy in the amount of \$1,000,000.00 naming the City of Bishop as "additional insured" is required. A thirty (30) day notice of cancellation to the City of Bishop must be incorporated.
11. The Police Department, upon obtaining the correct information shall issue a picture identification which must be worn or appropriately displayed while vending.
12. Vendors of food products must obtain a health permit from Inyo County Health Department.
13. Under this section no person shall conduct solicitations if that person has been convicted of any of the following crimes, as defined in the California Penal Code: murder, mayhem, assault, battery, rape, arson, burglary, possession of burglarious instruments or deadly weapons, crimes of embezzlement, bunco or fraud, or attempt to commit any of the aforementioned crimes or any crimes requiring registration with the Police Department.
14. This permittee is subject to all relevant City ordinance requirements and restrictions including parking and Vehicle Code sections.
15. REVOCATION OF PERMITS
 - a) Whenever it shall be shown that any person to whom a permit has been issued has violated any of the provisions of this chapter, the license collector shall suspend the permit, after giving written notice to the permit holder of not less than two business days, in person or by registered special delivery, postage prepaid, and addressed to the permit holder at the address

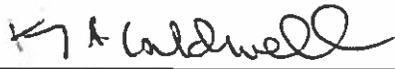
- b) specified in the merit application or any amendment hereto, of the suspension and proposed revocation, stating with specificity the reason therefore. However, the two-day notice shall not be required if the license collector determines there is a need to protect the public safety, in which case the permit shall be suspended immediately.
- b) The permit holder may file with the City Administrator, within ten days of the date of the notice of suspension and proposed revocation, a written request for a hearing which request shall have the effect of staying the suspension until the City Administrator has rendered his decision, except in instances where the suspension is necessary to protect the public safety. The City Administrator shall hold a hearing within ten days after the filing of such request.
- c) At the hearing, the City Administrator shall hear all relevant evidence, shall consider the merits of the proposed revocation, including any actions which have been taken to cure the alleged violation, and shall render a decision thereon within one business day after the hearing. The decision shall be communicated in writing to the permit holder within one day thereafter, and shall state with specificity the reasons therefore.
- d) In the event that the permit holder does not request a hearing within ten days after the date of the notice of suspension and proposed revocation, the permit shall be revoked, and the revocation shall not be appealable.

APPEALS TO THE CITY COUNCIL - Any applicant or permit holder aggrieved by an action of the City Administrator to deny, revoke or refuse to renew a permit may appeal to the Council by filing with the City Clerk a statement addressed to the Council setting forth the facts and circumstances.

16. Process for a Council Approved Permittee (in sequential order):

- a) Provide proof of insurance to the City Administrator's Office. Current certificate expires 1/27/13
- b) Provide Health Department approval (Food Facility Permit) to the City Administrator's Office. Current permit expires 12/31/12
- c) Provide a completed business license application to the City Administrator's Office. (Received 12/10/11)
- d) Pay the appropriate street vendor permit fee.
- e) Provide required identification information to the Police Department for a picture ID to be issued.
- f) Pay the processing fee and have fingerprints taken at the Police Department.

17. No business will be conducted until all requirements have been met.



Keith Caldwell, City Administrator
City of Bishop

Date: 12/31/2012

I, the undersigned, do hereby declare, under penalty of perjury, that the above-listed conditions (No. 1 through 17) are agreed upon and that all information submitted by me to the City of Bishop in conjunction with the application for a Street Vendor's Permit is true and correct and that any false, or withholding of, information shall result in the termination of said Street Vendor's Permit.



RODOLFO MADERA

Date: 01-03-13



ESTELA MADERA

Date: 01-03-13

cc: Bishop Police Department

Approved by Council on December 10, 2012

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KCC*

SUBJECT: **Declare the Surplus of the Older Street Sweeper and Disposal in the Best Interest of the City**

DATE: May 13, 2013

Attachments:

- Staff Memo

BACKGROUND/SUMMARY

Director Grah provides a history and update of the city's two street sweepers and sweeping operation.

It has been determined that the older sweeper needs costly repairs and is considered "non-essential" equipment in the current sweeping schedule.

Since the older of the street sweepers has not been in service for approximately one year, Director Grah suggests that this sweeper be declared surplus.

RECOMMENDATION

Council consideration to declare the older street sweeper as surplus and approve the disposal in a manner that is determined to be in the best interest of the city.



To: Keith Caldwell, City Administrator *KCC*
From: David Grah, Director of Public Works *DG*
Subject: Declare Street Sweeper Surplus
Date: 2 May 2013
Previous: None
Funding: Opportunity for small General Fund revenue

General:

One street sweeper can not be made safe to operate on public streets and should be declared surplus.

Background:

For some time the city operated two street sweepers. Both sweepers are getting older and requiring more repair including major repair work. Budget adjustments have been necessary in recent years for unanticipated repair work.

While in preparation for the 2012 Mule Days parade, it was determined brakes on the older of the two sweepers did not work and could not be repaired. Although the hydrostatic drive used in the sweepers is more than sufficient for slowing and stopping in routine operation, brakes are needed to ensure the ability to take the sort of safe evasive action occasionally required on public streets places. As a result, this sweeper has not been operated and has been kept in storage for about the last year. The cost of a new sweeper is in the order of \$200,000.

The old sweeper is a 1993 Johnston V3SPP, with no vehicle identification number.

Before the older sweeper was taken out of operation about a year ago, the operation of both sweepers had been decreased as part of the reduction in General Fund expenditures. For the last year, all sweeping has been done by the newer sweeper. This level of sweeping and this approach to operation has seemed to provide an adequate level of service.

We talked to several repair businesses about the brakes on the old sweeper and, as strange as it may seem, all agreed there was nothing that could be done to make the brakes work on the old sweeper short of rebuilding it from the ground up at a very high cost.

Since the city is not in a financial position to afford the purchase of a new sweeper, since conducting sweeping with one sweeper has been adequate, and since the old sweeper is taking up valuable space, the old sweeper should be declared surplus and disposed of. It is not clear who would be interested in the sweeper but, if it is for use somewhere where braking is not essential, it could have some value.

Recommendation:

Declare the older sweeper surplus and approve its disposal in a manner that is determined to be in the best interest of the city.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Housing Element Update – Bauer Environmental Services

DATE: May 13, 2013

Attachments:

- Staff Memo
- Cover Letter Related to the General Plan Update– Bauer Environmental Services
- Scope of Services / Fees – 2014-2019 General Plan Update

BACKGROUND/SUMMARY

Public Services Officer Schley provides an overview of the professional services provided by Bauer Environmental in the preparation and implantation of the City of Bishop's current General Plan.

Mrs. Bauer and her team have provided excellent service to the City and have a full understanding of the scope needed to achieve State mandates and requirements.

The Fiscal Year 2012-2013 and Fiscal Year 2013-2014 budgets reflect an appropriate amount for the project.

Additionally, the City of Bishop has applied for grant funding to help address cost associated with this General Plan Update.

RECOMMENDATION

Council consideration to continue the current agreement with Bauer Environmental Services to reflect the new scope and fees associated with the 2014-2019 General Plan Update. Funds are not to exceed \$29,400.

MEMORANDUM

Date: May 8, 2013

To: Keith Caldwell, City Administrator 

From: Gary Schley, Public Services Officer 

Subject: Proposal for services related to an update to the City of Bishop General Plan

Background: The City is required to update the General Plan Housing Element every five years. The Housing Element was previously updated in 2009. Bauer Environmental Services produced the 2004 and 2009 Housing Elements updates.

In 2010, the City initiated a plan for an update to the City of Bishop General Plan. We have applied for several grants to implement the plan. If or when these grant applications are awarded, the grants do not provide for coordination and community outreach for the overall planning effort. Bauer Environmental has been instrumental in producing these grant applications for the City.

Attached is a proposal to provide consultant services from Bauer Environmental Services for the 2014 Housing Element update and General Plan update coordination. The attached agreement for services includes an amount not to exceed \$29,400.00. The 12/13 and 13/14 budget line item 52015 Planning Professional /Technical Services provides funds for these services.

Recommendation: Based upon the professional services nature of the contract and history of performance by Bauer Environmental Services, it is recommended that the Council continue the current agreement with Bauer Environmental Services Inc. for development of the required Housing Element update and General Plan update coordination in an amount not to exceed \$29,400.00.



15 April 2013

Mr. Keith Caldwell, City Administrator
City of Bishop
377 West Line Street
Bishop, CA 93514
Attn: Gary Schley

**SUBJECT: Proposal to Assist the City of Bishop with Work Related to the City
Of Bishop General Plan**

Dear Mr. Caldwell:

It is a pleasure to submit this proposal to assist the City of Bishop with work related to the City of Bishop General Plan. This scope of work focuses primarily on updating the City's 2009 Housing Element, but also anticipates activities that are being taken in support of several pending grant applications. These include applications during April 2013 to Southern California Edison Company for a Strategic Planning grant to develop an Energy Action Plan, and to the Housing and Community Development Department for a Planning and Technical Assistance Activity (PTA) grant to develop a local Economic Development Plan. Additionally, the City will seek funding through the Local Transportation Commission in early summer for a drainage improvement plan for local roads and highways, and the City plans to apply for funding during the third and final round of the Sustainable Communities Grant Program late this coming winter. If successful, the SCG grant will facilitate an update to the City's General Plan Land Use Element.

This staged approach was originally set forth in 2010. It has served well in optimizing the use of City resources, and is also paving the way for a gradual General Plan update process that is tailored to the needs and opportunities of this beautiful community.

The detailed tasks and fees for this stage of the planning effort are shown on the attached 'Scope of Work.' Our entire team looks forward to working with city staff, elected officials and Bishop residents on this exciting endeavor. Please let me know if you have questions or need additional information and I will follow up promptly.

Sincerely,

Sandra Bauer
Bauer Planning and Environmental Services, Inc.

Bauer Planning & Environmental Services, Inc.
220 Commerce, Suite 230 • Irvine, CA 92602
TEL: 714.508.2522 • FAX: 714.508.2113
SANDRA@BPESINC.COM • DONALD@BPESINC.COM

2013-2015 BISHOP HOUSING ELEMENT & GENERAL PLAN UPDATE

SCOPE OF WORK AND FEE SUMMARY

TASK A: 2014-2019 HOUSING ELEMENT UPDATE

A.1: Review Goals, Objectives and Plans from 2004

The first task will be to review the City's success in achieving the projects, goals and objectives identified in the 2009 Housing Element, and to discuss the City's goals and objectives for the upcoming 5-year period. During this stage we will review lands, resources, funds and programs that might be available to meet future housing needs, as well as the changes in issues and opportunities and constraints between 2009 and 2013-14. The results will be compared with anticipated housing needs, as expressed in the current Regional Housing Needs Assessment, to assess feasibility of achieving Identified goals and objectives.

Task 1 will also be used to update our contact lists (including groups and individuals that play a key role in meeting housing goals, and groups that have a more informal interest in the Housing Element update and should be contacted as part of the outreach effort) and gather new reference materials and data that have become available since the 2004 document was prepared. The preliminary schedule set forth in this proposal will be refined to ensure that there is ample time to accomplish the City's goals for each phase while meeting HCD deadlines.

Duration & Schedule for Task 1:	1 Month (April 2013)
Fee for Completion of Task 1:	\$2,500

A.2: Analysis, Outreach, and Preliminary Housing Element

The 2009 Housing Element was prepared prior to the 2010 Census, and consequently contains demographic data drawn primarily from the 2000 Census. These materials will all be updated to reflect demographic and population data developed through the 2010 Census. The Housing Element will also incorporate demographic data and forecasts prepared by the California Dept. of Finance and other relevant sources. We will also conduct a new 'windshield survey' to update the assessment of housing stock conditions.

The City's 2009 Housing Element will also serve as a primary source of information for the current update, and we will continue to utilize the format and approach that was used in 2009. By the close of Task 2, a preliminary draft Housing Element Update will be submitted to City staff for internal review and comment.

Duration & Schedule for Task 2:	4 Months (August 2013)
Fee for Completion of Task 2:	\$6,000

A.3: Submittal of Draft Housing Element Update

Following a 3- to 4-week internal review by the City of the preliminary draft Housing Element as described in Task 2, we will meet to review the City's comments. Additional research will be undertaken, and text modifications made as appropriate to respond to the City's requirements. When the City is satisfied with the revisions, the text will be submitted to HCD for a first round of review and comment. Based on experience in earlier Housing Element updates, we anticipate that there may be a number of review and comment sequences before HCD indicates preliminary acceptance of the Housing Element contents. We will then be able to ascertain the scope of revisions needed, and this information will be provided to the City's Planning Commissioners and Council members for their review and comment.

Adoption of Senate Bill 375 (which became effective in 2009) has a number of ramifications for the Housing Element update process. The main purpose of SB 375 is to reduce greenhouse gases by linking regional transportation with regional housing. SB 375 also amends housing element law to link the timing of housing element updates to regional transportation plan updates. Adoption of SB 375 extended (primarily for metropolitan agencies) the housing element planning period from 5 years to 8 years to allow for synchronization with the applicable Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS). However, the change from a 5-year to an 8-year planning period

is linked to federally-designated Clean Air Act non-attainment areas and Bishop is not located in an area with an qualified Regional Transportation Plan. As a result, Bishop is not eligible for the 8-year Housing Element planning cycle.

The schedule provided in this outline is therefore based on the 5-year update cycle. This means that the Draft 2013 - 2021 Housing Element Update period need not meet the stringent deadlines set for the 8-year update cycle (submittal to HDC by October 2013, and HCD certification by March 2014). Our program closely parallels that schedule, however, with the goal of Housing Element certification early in 2014.

Schedule for Task 4: 3 Months (submit Draft Housing Element to HCD during November 2013)
Fee for Completion of Task 4: \$5,000

A.4: Prepare CEQA Documentation

Task 3 is focused on compliance with CEQA requirements associated with the Housing Element Update. The initial task is to prepare an administrative draft CEQA document for internal review and comment. This will occur following completion of the preliminary draft Housing Element update. This scope of work anticipates that applicable CEQA requirements can be met with a Mitigated Negative Declaration (MND), and also anticipates that City staff will take primary responsibility for completing CEQA requirements. BPES will provide assistance to City staff when and as needed during this stage of the CEQA review, and throughout the CEQA process.

Schedule for Completion of Task 3: 5 Months (Administrative Draft MND by December 2013)
Fee for Completion of Task 3: City has main responsibility for Task A.3

A.5: Public Review of CEQA Documentation

Following internal review and revisions to the administrative draft MND as described in Task A.3, and following receipt of initial HCD comments on the Draft Housing Element, BPES will assist the City in revising the MND text as needed to incorporate review comments. The City will then print and distribute the MND for a 30-day public review and comment period. It is anticipated that public review of the MND would begin in December of 2013.

Schedule for of Task 5: 3 Months (Release MND for Public Review in February 2013)
Fee for Completion of Task 5: City has primary responsibility for Task A.5

A.6: Preparation of Final Housing Element Update, MND, and Public Hearings

At the close of the 30-day public review on the MND, responses would be prepared to all comments received. Additionally, comments on the Draft Housing Element (including those from the City, HCD and the public) would be reflected in a final round of Housing Element revisions. Once HCD signifies that the Housing Element is complete, the Housing Element will be submitted to the Planning Commission for consideration in a Public Hearing. If the Commission recommends approval, the MND and Housing Element would then be submitted to the City Council for final action, again in a Public Hearing. Council approval would initiate a 30-day Statute of Limitations on the CEQA document (during which any challenges must be filed). The final document would be submitted to HCD for final certification and also submitted to public and private agencies providing water and sewer services in the project area, as required by Government Code. These actions would conclude the final steps of the Scope of Work. As noted earlier, we anticipate that there may be a number of review and comment sequences before HCD indicates preliminary approval of the Housing Element contents.

Schedule for Completion of Task 6: 6 Months (Housing Element & CEQA approvals by June 2014)
Fee for Completion of Task 6: \$5,000

TASK A FEE & SCHEDULING SUMMARY

TASK #	TASK ELEMENTS	END DATE	FEE
A.1	Review goals, contacts, and plans for meeting 2008 RHNA	April 2013	\$2,500
A.2	Housing Element Analysis, Outreach, draft Element prep	August 2013	\$6,000
A.3	Submit Draft Housing Element Update to HCD for Review	November 2013	\$5,000
A.4	Prepare Administrative Draft MND per CEQA	December 2013	[City]
A.5	Public Review of Mitigated Negative Declaration per CEQA	February 2014	[City]
A.6	Final Housing Element, Final MND, and Public Hearing	June 2014	\$5,000
TOTAL		1 Year	\$18,500

TASK B: GENERAL PLAN UPDATE COORDINATION

During April 2010, the City of Bishop City Council approved the 2009 Housing Element Update. As part of that approval, it was recognized that several of the Housing Element commitments would involve land use issues that touch on community values and priorities, and the Council indicated its intent to work closely with the community in fulfilling the Housing Element compliance tasks. The City Council also expressed the goal that other elements of the General Plan be updated including the Circulation Element and, eventually, the Land Use Element.

Work on the Circulation Element began not long after, and after a successful planning process the City adopted the Mobility Element update in early 2012. The Mobility Element planning process included a vibrant public outreach program and establishment of a very productive monthly Working Group meeting that included participation by the County, the Tribe, Caltrans, ESTA, the Chamber of Commerce and other agencies for the purpose of coordinating the City's Mobility Element update with ongoing regional planning activities.

As part of the Mobility Element planning process, the City expanded its goals to include an update to the Public Facilities and Services Element (with the intent to implement recommendations for enhanced drainage along City roads and highways), and an update to the Conservation Element (to reflect findings of an environmental resource inventory prepared by Enplan). In addition, the Council expressed its support for seeking a comprehensive grant under the Sustainable Communities Grant (SCG) program in order to update 4 general plan elements (Economic Development; Land Use, and Open Space/Conservation and Public Facilities); draft a plan and program for implementation of drainage improvements; identify policies for incorporation into the next Housing Element update; and to adopt code amendments to implement the updated general plan policies. The program and application were designed to create strong linkages between sustainable economic planning and sustainable land use planning.

The City's application was identified in one of the staff recommended grant approval scenarios, but the SCG Council ultimately approved a scenario that did not include funding for the Bishop application. A third and final round of SCG applications and funding is scheduled to occur over the coming year, and the City plans to apply for funding in this round.

At the same time, the City has significantly diversified the scope of its efforts to secure funding for these core planning goals. On April 1, Bishop submitted an application to Southern California Edison Company for a Strategic Planning grant to develop an Energy Action Plan that will correspond to the Energy Action Plan adopted by Inyo County (under the same SCE program) in November 2012. On April 12, the City submitted an application to the Housing and Community Development Department for a Planning and Technical Assistance Activity (PTA) grant to develop a local Economic Development Plan to diversify and strengthen the local employment and economic base. And during the summer of 2014, the City will seek funding through the Local Transportation Commission for a drainage improvement plan for local roads and highways.

These funding solicitations share the common goal of facilitating a broad-based update to the City's overall General Plan to reflect current and evolving community values and priorities. If the grant applications are successful, the City will be able to undertake through alternative sources many of the projects and tasks that were previously sought in the

