



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

Monday, December 13, 2010

7:00 p.m.

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

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 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. (28 CFR 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.

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.

PRESENTATIONS

- (1) Council will make a presentation to the Bishop Union High School Varsity Football Team and Coaching Staff.

DEPARTMENT HEAD REPORTS

- (2) Updates on department activities will be given by the Department Heads.
 - A. Assistant City Administrator / Community Services Director
 - B. Fire Chief
 - C. Interim Police Chief
 - D. Public Works Director/City Engineer
 - E. City Administrator

CONSENT CALENDAR

(3)

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

FOR APPROVAL AND FILING

Minutes

- (a) Council Minutes – 11/8/10
- (b) Council Study Session Minutes – 11/22/10
- (c) Council Minutes – 11/22/10

Bishop City Council Agenda
December 13, 2010

- | | |
|---------|---|
| Reports | (d) Personnel Status Change Report |
| | (e) Warrant Register – 11/10 |
| | (f) Investment Portfolio – 10/10 |
| | (g) Surplus of Unclaimed Found Property as listed in
BPD #100-10; BPD #101-10; BPD #103-10 |

FOR INFORMATION AND FILING

- | | |
|---------|--|
| Agenda | (h) Planning Commission – 11/30/10 |
| Minutes | (i) Planning Commission – 9/28/10 |
| Reports | (j) Fire Department Activity Log – 11/10 |
| | (k) Public Works Permit Report – 10/10 |
| | (l) Public Works Permit Report – 11/10 |

CORRESPONDENCE – NO RESPONSE REQUIRED

- (4) Correspondence from Suddenlink dated December 2, 2010 relating to Public Broadcasting Station affiliation change effective January 1, 2011.

UNFINISHED BUSINESS

- (5) Ordinance No. 533 - Relating to City Park hours, rules and regulations and Skate Park/Track – Second Reading/Adoption – Community Services Department.

NEW BUSINESS

- (6) Potential appointment of City of Bishop Police Chief – Council.
- (7) Consideration of approval to release Requests for Proposals for Light Detection And Ranging (LiDAR) data collection and provision – Public Works Department.
- (8) Consideration for approving the Well 3 Sunland Pasture Lease – Public Works Department.
- (9) Consideration for awarding the bid for the MacIver Street Lighting Project – Public Works Department.
- (10) Set review dates and interview committees for:
(A) Parks and Recreation Commission appointment upcoming term expiration
(B) Water and Sewer Commission appointment to fill unscheduled vacancy
- (11) Consideration of budget adjustments and transfers for Fiscal Year 2010-2011 through November 30, 2010 – Administration.
- (12) Consideration of the cancellation of the Study Session and regular City Council meetings of December 27, 2010 – Administration.

COUNCIL REPORTS

ADJOURNMENT

The next scheduled meetings of the City Council are:
December 27, 2010 – Typically cancelled



CITY OF BISHOP

CITY COUNCIL STUDY SESSION AGENDA

Monday, December 13, 2010

4:00 p.m.

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

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ROLL CALL

PUBLIC COMMENT

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

SCHEDULED DISCUSSION

1. Current 7:00 p.m. agenda items
2. Nominations for the Quarterly Citizen Award to be presented on January 10, 2011
3. Set committee and review date for one expiring term on the Parks and Recreation Commission and one unscheduled vacancy on the Water and Sewer Commission.
4. General Plan Project – Progress Update
5. Future agenda items

DEPARTMENT HEAD REPORTS

1. Assistant City Administrator / Community Services Director
2. Fire Chief
3. Interim Police Chief
4. Public Works Director/City Engineer
5. City Administrator

DISCUSSION

1. Councilmember Smith
2. Councilmember Cullen
3. Councilmember Stottlemire
4. Mayor Pro Tem Dishion
5. Mayor Griffiths

CLOSED SESSION

1. Pursuant to Government Code Section 54957 - Public employee performance evaluation and potential appointment: Police Chief.
2. Pursuant to Government Code Section 54956.9(b)(1) – Potential Litigation – One case.

ADJOURNMENT

STUDY SESSION

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: UPDATE ON COMMISSION TERMS / VACANCY

DATE: DECEMBER 13, 2010

BACKGROUND:

The term on the Parks and Recreation Commission held by John Weatherford is expiring on January 11, 2011. An advertisement was published in the Inyo Register for four weeks as well as posted on the City's website. One application was received from Alex (Skandar) Reid and a letter of interest in reappointment was received from the incumbent. Deadline was December 1. It is recommended interviews will be scheduled January 3-5 with appointment scheduled on the January 10, 2011 agenda.

There is a vacancy on the Water and Sewer Commission created by the recent resignation of Clarence Martin. The term for this seat will expire November 8, 2012. An ongoing advertisement is in the Inyo Register and posted on the City's website. A press release was also done. The deadline for applications is December 17. One application has been received to this point. Interviews can be scheduled on the same day as the Parks and Recreation Commission interviews and the same Council Members can serve on both committees. Appointment to this vacancy is schedule for the January 10, 2011 meeting in order for the new commissioner to attend the commission meeting on January 11, 2011.

RECOMMENDATION:

Discussion on setting the review date for interviews January 3-5, 2011 and appointing two Council Members to serve on the interview committees for both the Parks and Recreation and Water and Sewer Commission at the 7:00 meeting.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Progress Update - Bishop General Plan Update Project**

DATE: December 13, 2010

Discussion: Consulting Contract Approved 10/25/10; and prior discussions
First Reading: n/a
Budget/Source: n/a

Attachments:

1. Initial Kick-Off Meeting Agenda 12/7/10
(note *Project Schedule*, page 3)
2. Working Group Overview Paper
3. Agenda – Meeting with IMACA 12/8/10
4. Emergency Shelter White Paper
5. Persons With Disabilities - White Paper

BACKGROUND/SUMMARY:

The initial kick-off meetings between staff and consultant, and with IMACA, for the General Plan Update where held Wednesday and Thursday, December 7 and 8.

This initial project update is provided by way of the attached agendas and documents. Please note the various planned activities including City Council and Planning Commission work on the *Project Schedule*, page 3 of the "Initial Kick-Off Meeting Agenda."

RECOMMENDATION:

Review attached documents for project update.

CITY OF BISHOP GENERAL PLAN UPDATE PROJECT

INITIAL PROJECT KICK-OFF MEETING AGENDA

Meeting Time: 1:00 pm December 7, 2010,

Location: City of Bishop City Hall

AGENDA OVERVIEW

- **Introductions**
 - City of Bishop
 - Austin Foust
 - Ashland Rogers
 - Taylor Consulting
 - Bauer Planning

- **Review Project Scope of Work and Team Responsibilities**
 - Circulation Element
 - Sustainable Communities Grant
 - Interactive Website
 - Public Outreach
 - Housing Element Compliance

- **Review and Refine the Project Schedule**
 - December 2010 kick-off
 - Workshops in February, July, October
 - Hearings in April, September, December
 - Completion by December 2011

- **Discuss Implementation of Near-Term Tasks**
 - Circulation Element, Housing Element, Website and Grant Application synergy
 - Web Site Development and Management
 - Working Group
 - Grant Application
 - Emergency Shelters
 - Accommodation Procedures for Disabled
 - DWP Monitoring

- **Review Project Management Guidelines**
 - Reporting Procedures:
 - Documentation Standards
 - Data Requirements

- **Meeting Close**
 - Summarize action items
 - Set next meeting date

- **Driving Tour of Bishop**

DETAILED AGENDA

I. Introduce the Project Team (See Team Contact List)

- | | |
|--|--|
| 1. City of Bishop, Lead Agency, Project Oversight: | Jim Southworth, Dave Grah, Gary Schley |
| 2. Austin Foust, Circulation Element Preparation: | Terry Austin |
| 3. Ashland Rogers, Interactive website & outreach assistance: | Linda Rogers |
| 4. Taylor Consulting, Grant Proposal Preparation: | Bill Taylor |
| 5. Bauer Planning & Environmental, Project Manager, Outreach, Housing: | Sandra Bauer |

2. Review the Project Elements (also refer to the Scope of Work sent previously)

The first phase of this project will continue for a period of about 1 year and will focus on five major components. Each of the components is related to the other Phase I elements and each also paves the way for later phases of the project effort. It is envisioned that the full sequence will unfold over the next 3-4 years and culminate with an updated *General Plan Land Use Element* that has broad community support, supports economy growth, fulfills housing goals and commitments, and reflects environmental values inherent in the Sustainable Communities Program. The Phase I components are briefly described below:

- **Circulation Element:** The phase one project effort includes preparation of an updated General Plan Circulation Element that includes an assessment of existing conditions, future traffic forecasts, analysis of the street system, a circulation element text, and associated meetings and work sessions and hearings. Austin Foust will prepare the Circulation Element update.
- **Sustainable Communities Grant:** During this initial project phase, Bill Taylor will prepare an application for funding under the Sustainable Communities Planning Grant Program with the goal of using these funds to support the overall Land Use Element update that will occur at later stages. Funded by the Safe Drinking Water, Water Quality & Supply, Flood Control, River and Coastal Protection Bond Act of 2006, this program is targeted to community planning that is designed to reduce energy consumption, conserve water, improve air and water quality, and provide other community benefits. The Circulation Element update will reflect these goals.
- **Interactive Website:** Public outreach is an essential component of our project effort and our goal is to offer multiple avenues for public participation in the process. As a central part of the outreach, the interactive website will provide links to documents, notices of upcoming meetings and hearings, a section that focuses on circulation with road closure notices and information about the circulation element update and, most importantly, a question and answer section where the public can seek information and find answers for their special concerns. Linda Rogers will maintain the interactive website, including weekly updates for all components.
- **Public Outreach:** In addition to the website our outreach effort will include (a) occasional drop-in workshops where information about the project is presented in an informal setting that allows residents to come by at their convenience, (b) a working group that meets regularly to guide the project effort and could include 1-2 members each from the City Council, Planning Commission, staff, relevant agencies, and the public, (c) regular meetings with City Council and the Planning Commission to seek approval of project components, and (d) possibly one or more advisory groups that focus on special topics and serve as ambassadors to share information with neighborhood groups, businesses and other members of the Bishop community. During later project phases, the outreach may also include a visioning process to identify and update core values to be expressed in the Land Use Element update.
- **Housing Element Compliance:** This project element will enable the City to fulfill several commitments contained in the current Housing Element: (a) adoption by April 2011 of at least one residential zone in which emergency and transitional housing will be allowed without a CUP or other special review, (b) development of procedures for zoning, land use, permit processing and building codes to help disabled persons find housing and remain in their homes as long as possible, (c) development of a process to monitor DWP land availability and, if land for housing is not forthcoming, consideration with the community of which commercial areas would be best suited to multi-family residential development, and (d) development of a program to facilitate affordable housing development for low income and extremely low income residents with an emphasis on family housing and non-traditional housing (such as single room occupancy and transitional housing).

3. Review and Refine the Preliminary Project Schedule

Provided below is a preliminary schedule for completion of Phase I tasks. Please let me know as soon as possible if any adjustments are required. Our goal is to complete all Phase I tasks by the end of 2011.

BISHOP GENERAL PLAN PROJECT SCHEDULE

TASKS	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Monthly City Council updates with study sessions & meetings as needed	X	X	X	X	X	X	X	X	X	X	X	X	X
Monthly Commission updates with study sessions and meetings as needed	X	X	X	X	X	X	X	X	X	X	X	X	X
Establish Working Group , meet 2 nd Thursday each month	XX												
Hold initial meeting and begin work	XX												
Design /construct/go online with website	XX	XX	XX										
Prepare/review/adopt emergency shelter procedures	XX	XX	XX	XX	XX								
City Council assists in forming Advisory Committee to guide Circulation Element policies						XX	XX	XX					
Create/implement process to track DWP land availability		XX											
Prepare/revise/Submit/ track grant application			XX										
Group Housing Review Paper, discussion, outreach							XX						
Prepare and review accommodation procedures for disabled							XX						
Assess DWP land availability, need for Mixed Use								XX	XX	XX	XX	XX	XX
Drop-in Workshops (number and dates to be determined)			XX			XX			XX				
Prepare Circulation Element Update	XX												
Website Maintenance (weekly)	X	X	X	X	X	X	X	X	X	X	X	X	X

3. Discuss Implementation of Near-Term Tasks

Circulation Element, Housing Element, Website and Grant Application synergy

- Discuss population projections to be used given that 2010 Census data will not be available during Circulation Element preparation
- Consider potential synergy between the Circulation Element update and goals of the Sustainable Communities Grant Program, and discussion of how the Circulation Element update can be tailored to enhance eligibility for grant funding.
- Review circulation-based characteristics of grants awarded for 2010 funding cycle
- Discuss how the website can best contribute to fulfilling Circulation Element, Housing Element and grant program goals and tasks

Web Site Development and Management

- Review highlights of morning meeting to discuss integration of project web link into City's website
- Discuss process that will be used to post weblink info concerning road closures and other related information
- Review process for inviting and responding to community questions (who reviews, 'seeding', approach)

Working Group

- Review attached overview of Working Group size, participation, structure, relationship to stakeholder and advisory groups, and meeting schedule.

Emergency Shelters

- Review working paper that outlines requirements and options for compliance

- Refine timeline and approach

Grant Application

- Review general characteristics of grants awarded for 2010 funding cycle; if Mammoth Lakes' application was chosen (as recommended), review key elements and discuss effect/opportunities for Bishop

Accommodation Procedures for Disabled

- Review working paper that outlines requirements and options for compliance
- Refine timeline and approach

DWP Monitoring

- Discuss process currently used to monitor DWP land availability, and land purchase/lease opportunities
- Discuss best methods to ascertain by end of 2011 whether DWP land will be available or mixed-use residential required

4. Overview of Later Project Elements

This first project phase will lay important groundwork for later stages of the overall project. During the latter part of 2011, we will begin to develop detailed scopes of work for the second project phase. The second phase will involve additional steps to comply with Housing Element commitments (housing for extremely low income residents and groups, transitional and supportive housing provisions, and final determinations regarding the availability of DWP land or a mixed use housing designation that allows higher density residential uses), and the initial stages of reviewing and analyzing data from the 2010 census in preparation for the General Plan *Land Use Element* update.

The *Land Use Element* update will be the primary focus of our effort during the third and fourth project phases. Tasks at this stage will include will center on the development of land use and policy directions to guide the planning effort, establishment of a formal General Plan Advisory Committee, selection of preferred plan alternatives, and finally preparation of the text and associated CEQA documentation for the updated General Plan elements (including the *Land Use* and *Circulation Elements*).

5. Review Project Management

1. Reporting Procedures:
 - a. Brief monthly status update from each team member to Sandra for compilation into submittal for City
 - b. Review goal to Invoice upon completion of major tasks as opposed to monthly; format (contract, this invoice, to date, remaining)
 - c. Review communications and schedules: update contact information, identify vacations, SB goal for 1 week monthly in Bishop
 - d. E-mails: in general, copy all team on communications
2. Documentation Standards
 - a. Consider standardizing document, graphic and website formatting, logo, and layout for all project elements
3. Data Requirements
 - a. See attached list of data requirements (studies, documents, maps) to be obtained at the kick-off meeting
4. Schedule
 - a. Review and refine project schedule
5. Contact List
 - a. Complete team information (cell phones, etc.)
 - b. Identify key agency contacts

6. Meeting Conclusion

- Review action items
- Set next meeting

7. Driving Tour

Depart for driving tour of Bishop to see first hand the circulation system, neighborhoods, layout, relationship to tribal and public lands, commercial and industrial zones, open spaces, view corridors, airport and other community features. NOTE: We will probably take 2 cars with David Grah leading the tour in one car and Gary Schley leading the tour in the second car so that everyone has access to a knowledgeable guide and a window for ease of viewing.

CITY OF BISHOP WORKING GROUP OVERVIEW PAPER

An important component of our work effort will be the opportunity to share ideas, obtain feedback and develop solutions with a group of experts that partners with our team throughout the project effort. This key resource has been informally coined the 'Working Group.' The contributions and composition of the Working Group are described below.

- A. Composition of the Core Group:** For at least the first year (when the focus will be on circulation), the working group will consist of four City staff members, two outside agency representatives (still to be confirmed), and two members from the consulting team:

<u>City Staff:</u>	Jim Southworth, David Grah, Gary Schley, Keith Caldwell
<u>Outside Agencies:</u>	County of Inyo (Courtney Smith, Tanda Grett), Caltrans (to be identified)
<u>Subconsultant Team:</u>	Terry Austin, Sandra Bauer

- B. Technical and Interagency Participants:** In addition to the core group outlined above, we anticipate that the Working Group will bring in many guest participants over the life of the project. The guest members will facilitate discussion and resolution of focused issues, and we anticipate that the guest members will be drawn from many sources including the following and others yet to be identified:

- Fire Department
- Police Department
- Paiute Tribe
- Chamber of Commerce
- GBAPCD
- City Council & Planning Commission
- LADWP
- Eastern Sierra Transit Authority
- IMACA
- DFG

- C. Responsibilities:** The working group will have multiple responsibilities:

1. Identify issues, help identify and select among solutions
2. Assist in formulating GP update goals, policies and strategies
3. Anticipate stakeholders concerns
4. Assist with development and implementation of the outreach program
4. Review and comment on technical documents during the GP update
5. Provide an interactive forum for our consulting work
6. Serve as liaison to other agencies and groups
7. Maintain ongoing involvement, serving as an executive platform for key elements of the update process.

- D. Relationship to Stakeholder and Advisory Groups:** The working group will be a hands-on partner that complements the more comprehensive stakeholder outreach effort and the formation of an advisory group to guide land use element decisions. As we move forward with this project, the stakeholder and advisory groups will play increasingly important roles in ensuring that our work products truly reflect the values, desires and resources of the Bishop community. The working group will help us to ensure that the opportunities for effective input cross all segments of the community.

- E. Meeting Frequency:** The working group will meet at the City on the second Thursday of each month (dates and times will be confirmed). Team members are welcome to join the meeting in person or via conference call as required by their schedules.

CITY OF BISHOP GENERAL PLAN UPDATE PROJECT

MEETING AGENDA

City of Bishop and IMACA

8 December 2010 11:00 am

Location: City of Bishop City Hall

MEETING PURPOSE: Gather information for use in complying with Housing Element provisions that require at least 1 residential zone in which emergency shelters are allowed by right (see White Paper).

DISCUSSION ITEMS AND QUESTIONS

1. CHARACTERIZE NEED:

- a. Develop estimates of the number of homeless in Bishop
- b. Assess population in terms of male/female, children, mental illness, drug use, veterans, abused
- c. Identify existing resources and number of beds available to meet need (Wild Iris, other shelters, transitional & supportive housing)
- d. Unmet need – estimate need for additional number of year round beds

2. REVIEW OPTIONS:

- a. Overlay zone preferred (zoning amendment and new zone also allowed)
- b. Discuss location of supportive services in terms of potential overlay locations (transit, social services, medical assistance, etc.)
- c. Identify other land uses that are compatible with emergency shelters
- d. Based on above, identify potential R-4, commercial, other overlay locations

EXCERPTS FROM 2009 HOUSING ELEMENT

PAGE 9: F.6 *Emergency Crisis Assistance*

- *Objective -Provide emergency housing assistance to low income Bishop households*
- *Timing -Continuous Responsibility - IMACA with assistance from other agencies (e.g., Salvation Army)*
- *Status -Assistance as needed for eviction prevention, temporary housing, homeless assistance, first month rental and utility deposits funded through FEMA and TFAP, vouchers for 1-2 night stays at local hotels (The Trees and El Rancho), as well as assistance to programs available at the County-run Wellness Center at the Elm Tree trailer park.*

PAGE 19-20: *Homeless Residents*

There are many social, economic and physical conditions which have combined to increase the homeless populations throughout the state of California. In September 1984, state law added "families and persons in need of emergency shelter" to the special needs groups to be considered in the housing element of each jurisdiction. Housing element law requires the "identification of adequate sites which will be made available through appropriate zoning and development standards and with public services and facilities needed to facilitate the development of emergency shelters and transitional housing."

According to the Inyo County Mental Health Director,¹ at any point in time in 2004, there were approximately 25 homeless individuals in Inyo County. The Federal Task Force on Homelessness and Severe Mental Illness estimates that 33% of those that are homeless have a serious mental illness (SMI); of these, 40-60% have a co-occurring substance abuse disorder. In Inyo County, this would result in approximately 8 homeless individuals per year who require mental health/co-occurring disorder services. While this population is mostly adult, there may be some transition age youth and older adults in the homeless population. Using the City's 19.5% share of population in the county, Bishop can expect approximately 5 homeless individuals, of whom 2 would have a co-occurring SMI and/or substance abuse disorder. The County operates a Wellness Center at the Elm Tree Trailer Park in Bishop that provides a wide range of services and facilities available for use by the homeless. These include laundry facilities, a lounging area with television, a morning coffee hour, and social workers to provide assistance. The Bishop Salvation Army provides assistance to the County in maintaining services at the center and the trailer park provides affordable spaces as discussed in this Housing Element.

IMACA also provides services to homeless persons in Bishop. IMACA indicates that the homeless population peaks during the warm summer months when roughly 30-40 individuals can be found living along the river, and another 30-40 individuals in area campgrounds. Most leave the region for warmer climates as winter months approach. IMACA regularly visits areas with homeless populations in order to distribute various supplies, including food, sanitation items, clothing and blankets. Additional services are provided by Wild Iris. Wild Iris is a community-based nonprofit agency that provides services to victims/survivors of domestic violence, child abuse, or sexual assault. Services include a shelter program that offers safe haven to agency clients, the details of which depend upon individual client circumstances and agency resources. Emergency shelters are neither allowed nor prohibited in any zone within the City of Bishop, and the City's development standards are the same for emergency shelters as for any other use subject to a conditional use permit. As noted, the CUP requirement is waived for emergency and transitional housing projects that require confidentiality and the current Housing Element includes a goal to identify, before the next update, at least one residential zone in which emergency and transitional housing is allowed without a CUP or other special review.

PAGE 31 (City's Plans for Compliance): During the process of identifying one or more zones in which emergency shelters, transitional housing and supportive housing will be permitted by right, the City plans to focus on districts zoned for commercial use and high density residential use. The commercial district has been selected for review because commercial areas are commonly located in proximity to services and transit facilities that would benefit residents of emergency and transitional housing, and in recognition of the City's plan to review the commercial zones for areas that would be suitable for mixed residential and commercial uses. The high-density residential district has been selected for review due to the shared density, scale and focus of land uses (see Table 30 below). Because the Municipal Code does not define 'family' or set minimum separation requirements for these uses, it will not impede the implementation of these goals. In addition to allowing transitional and supportive housing in commercial zones, zoning will be amended to permit transitional and supportive housing as a residential use subject only to the same restrictions that apply to other residential uses of the same type in the same zone.

PAGE 42: F.16 *Homeless and Emergency Shelter Programs*

HCD administers several programs for the funding of homeless and emergency shelters. Included are:

- **Emergency Housing and Assistance Program Operating Facility Grants (EHAP)** provide facility operating grants for emergency shelters, transitional housing projects, and supportive services for homeless individuals and families. Each county receives a formula grant allocation; 20% of the total allocation is available to non-urban counties to provide direct client housing, including facility operations and administration, residential rent assistance, leasing or renting rooms for provision of temporary shelter, capital development activities of up to \$20,000 per site, and administration of the award (limited to 5 percent).
- **Emergency Housing & Assistance Program Capital Development (EHAPCD)** funds capital development activities for emergency shelters, transitional housing, and safe havens that provide shelter and supportive services for homeless individuals and families through deferred payment loans at 3 percent simple interest, forgiven when loan term is complete. Term ranges from 5 to 10 years

¹Inyo Co. Mental Health, Mental Health Services Act Community Services and Supports, 3-Year Program and Expenditure Plan, Mar 5, 2006.

based on the development activity. Again, 80% of the total allocation is available to urban counties, and 20% to non-urban counties.

- **Governor's Homeless Initiative** is an interagency effort aimed at reducing homelessness. The funding program component of the Governor's Homeless Initiative assists with the development of permanent supportive housing for persons with severe mental illness who are chronically homeless. It is a joint project of HCD, the California Housing Finance Agency (CalHFA), and the Department of Mental Health (DMH). The program provides deferred payment permanent loans under HCD's Multifamily Housing Program (MHP); construction, bridge and permanent loans from CalHFA; and limited grant funds for rental assistance from DMH. These loans may be used for new construction, rehabilitation, or acquisition and rehabilitation of permanent rental housing, and the conversion of nonresidential structures to rental housing. Projects must have commitments of Mental Health Services Act funds for supportive services, and typically require rent subsidies as well.

EMERGENCY SHELTER WHITE PAPER

CITY OF BISHOP GENERAL PLAN UPDATE PROJECT

Background: State Law (Government Code §65583) was amended in 2008 to strengthen requirements governing emergency shelters. The law now requires:

- At least 1 zone to allow emergency shelters without CUP or other discretionary action
- Sufficient capacity to accommodate need and at least 1 year-round emergency shelter
- Permit procedures that encourage and facilitate shelter development or conversion
- Requirements no greater than required for other approved uses in the zone
- Written and objective standards may be provided (3 beds, length of stay, security, etc.)
- Allows need to be met with existing ordinances or demonstrate that need can be met through existing shelters or an adopted multi-jurisdictional agreement
- Transitional and supportive housing to be considered a *residential use* with restrictions no greater than other allowed residential uses
- Limits ability to deny approval to qualified shelter projects

Implementation Timeframe: The 2009 Housing Element requires that the City identify a specific zone and amend the zoning code within 1 year of adoption. Since the element was adopted on 26 April 2010, the new provisions must be in place by 26 April 2011 or the City will be ineligible for grants until it is in place.

Task Overview

Characterize Need

1. Identify Need: Work with IMACA and other sources to estimate the number of homeless in Bishop
2. Characterize: Assess population in terms of male/female, age, children, mental illness, drug use, veterans, abused individuals etc.
3. Inventory: Identify existing resources in community to meet need (shelters, transitional housing, supportive units), including number and type of beds available
4. Unmet Need: including need for seasonal and year-round shelter space

Identify and Assess Zoning Options

1. Amend an existing district
2. Establish a new zoning or zoning overlay district (note that Bishop already has a parking overlay for the downtown commercial area that can be used as a format and content template for the emergency shelter overlay)
3. Establish an overlay zone for an existing district

Whichever is chosen, the zone must include capacity to meet identified need and at least 1 year-round shelter. Selection must consider compatibility and suitability of the zone for the intended use; commercial zones may be eligible if complementary services are nearby (social service offices, etc.) and even industrial zones may be compatible if in transition.

PERSONS WITH DISABILITIES - WHITE PAPER

CITY OF BISHOP GENERAL PLAN UPDATE PROJECT

Background

State Law (Government Code §65583) contains certain requirements governing the maintenance, improvement and development of housing for persons with disabilities. The compliance process begins with an analysis of potential constraints, including identification of land use controls, building codes, fees and processing procedures that hinder the provision of housing for disabled persons. Results of the analysis are used to prepare a program whereby the governmental constraints are removed, and steps taken to ensure that housing needs are met for persons with disabilities. Local zoning may not treat licensed group homes and residential care facilities with no more than 6 residents (not including staff) any differently than other 'by-right' single family uses.

Implementation Timeframe

The 2009 Housing Element requires that the City create and adopt a formal reasonable accommodation procedure to fulfill this requirement by the end of 2011.

Task Overview

Review Zoning and Land Use Policies for:

- Compliance with Fair Housing Laws
- Provisions for 6+ group homes for the disabled
- A definition of 'family' that recognizes unrelated adults and complies with Fair Housing Laws
- Siting, separation and minimum distance to identify those that constrain housing
- Alternative residential parking requirements for persons with disabilities

Review Permit and Processing Procedures for:

- Process for retrofit requests
- Compliance with 'by right' approval of licensed residential care facilities in single family zones
- Conditions on licensed residential care facilities for 6+ residents
- Comparison of public comment periods for group homes versus standard residential

Review for Reasonable Accommodation Procedure:

- Identify and analyze whether Bishop has established reasonable accommodation procedures
- Describe the process for requesting reasonable accommodation retrofit
- Describe the extent of which existing codes hinder reasonable accommodation

Review for Programs that:

- Address needs of the disabled
- Remove constraints and facilitate housing for persons with disabilities
- Ensure the availability of information about how to request reasonable accommodation
- Assist in meeting identified needs

Review Building Codes for:

- Year of Uniform Code adoption
- Amendments that could hamper housing for disabled persons
- Adoption of universal design elements for limited mobility, vision and flexibility

AGENDA PLANNING FOR UPCOMING MEETINGS

Draft Date: 12/7/2010 2:23 PM

JANUARY 10, 2011 – MEMOS DUE: Tues Jan 4th 10 am

STUDY SESSION

NEW BUSINESS

- Presentation of Quarterly Citizen Award
- Award Project A construction contract
- Approve tank delivery contract (tentative)
- Appointment of Parks and Recreation Commissioner
- Appointment of Water and Sewer Commissioner to fill unscheduled vacancy

JANUARY 24, 2011 – MEMOS DUE: Tues Jan 18th 10 am

STUDY SESSION

- Joint meeting with Water and Sewer Commission
- General Plan Project – Progress Update

PRESENTATIONS

- Bishop Retail Trade Area Determination and Gap Analysis by Aaron Farmer and Kelly Cofer, The Retail Coach (25 minutes + 10 Q/A)

NEW BUSINESS

- Approve LiDAR Contract
- Approval of final audits FY 2009-2010
- Adoption of final budget FY 2010-11 / 2011-2012

FEBRUARY 14, 2011 - MEMOS DUE: Tues Feb 8th 10 am

STUDY SESSION

- Joint Meeting with Parks and Recreation Commission

NEW BUSINESS

FEBRUARY 28, 2011 - MEMOS DUE: Tues Feb 22nd 10 am

STUDY SESSION

- JOINT MEETING WITH CITY PLANNING COMMISSION
- General Plan Project – Progress Update

NEW BUSINESS

MARCH 14, 2011 – MEMOS DUE: Mon March 7 10 am

STUDY SESSION

NEW BUSINESS

MARCH 28, 2011 – MEMOS DUE: Tues March 22 10 am

STUDY SESSION

- General Plan Project – Progress Update
-

NEW BUSINESS

-

APRIL 11, 2011 – MEMOS DUE: Tues April 5th 10 am

STUDY SESSION

-

NEW BUSINESS

-

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR

SUBJECT: **BUHS 2010 FOOTBALL TEAM/STAFF PRESENTATION**

DATE: DECEMBER 13, 2010

BACKGROUND/SUMMARY:

It is the desire of Council and Staff to recognize the great achievements of the Bishop Union High School 2010 Varsity Football Team and Coaching Staff.

RECOMMENDATION:

Consideration of making presentations as appropriate.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR

SUBJECT: DEPARTMENT HEAD UPDATES

DATE: DECEMBER 13, 2010



BACKGROUND/SUMMARY:

The department heads from Community Services, Fire, Police, Public Works and Administration will provide updates on various departmental activities, current and on-going projects.

TO: CITY COUNCIL
 FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR
 SUBJECT: Department Head Reports – City Administrator
 DATE: December 13, 2010



Discussion: 11/22/10; 10/19/10; some prior discussions
 First Reading: n/a
 Budget/Source: Transfers from Unbudgeted Reserve

Attachments: 1. News Release, *Tawni Thomson, Bishop Area Chamber of Commerce*

1. Communication from Inyo County re EMS Services Meeting

At their meeting on December 7, the Board of Supervisors for Inyo County considered the Joint request for a meeting from the Bishop Fire District Board and City Council. A copy of the letter and related documents are attached. The committee designated by the Board and Council to meet with the County will meet to review the points raised and follow-up accordingly.

2. Joint Council Meeting with City Commissions

Joint Council meetings with the City’s Commissions have been scheduled:

<u>Commission</u>	<u>Joint Meeting Date & Time</u>	<u>Topics Due</u>
Water & Sewer	January 24, 4:00 P.M.	Jan 10
Parks & Recreation	February 14, 4:00 P.M.	Jan 24
Planning	February 28, 4:00 P.M.	Feb 14

These meetings are for the purposes of communications, discussion of city goals, mutual expectations, etc. Please give some thought for topics you wish to discuss during these meetings.

3. Progress Report - Retail Trade Area Determination & Gap Analysis

The City Council awarded the contract for a “retail trade area determination & gap analysis” to *The Retail Coach* at the meeting on November 22. Since then, we have firmed up the process and time lines with *The Retail Coach* representatives Aaron Farmer and Kelly Cofer:

- A. Farmer and Cofer were in Bishop Wednesday night and Thursday, December 8 and 9 to interview various local retailers and survey general commercial activity in the area.
- B. A preliminary draft will be provided for City/Chamber staff review at end of December or early January.
- C. Their presentation to City Council is tentatively scheduled for the meeting at 7:00 PM on Monday, January 24. The presentation will be 20-25 minutes, followed by 10-15 minutes for Q&A.
- D. The *Retail Trade Area & Gap Analysis* presentation seminar and discussion for the Bishop business community and interested public is scheduled for:
 - Date: Tuesday, January 25
 - Time: 4:00 to 5:30 PM
 - Location: Whiskey Creek (tentative – cost about \$200, est 50-60 attendees)
 - Cost: FREE - Snacks and soft drinks provided.

James Southworth

From: Kevin Carunchio [kcarunchio@inyocounty.us]
Sent: Wednesday, December 08, 2010 9:49 PM
To: James Southworth
Subject: EMS Letter
Attachments: CityofBishopAmbulanceServices12 10.pdf

Hello Jim,

During its meeting yesterday, the Board of Supervisors reviewed your letter requesting a meeting to discuss the delivery of emergency medical services. Before having another meeting regarding this subject, the County would like to better understand the role the City hopes to play in the delivery of these services, particularly with respect to the Symon's proposal. The attached letter was mailed out today.

I hope this helps, and look forward to talking with you soon.

Thank you,

Kevin

Kevin D. Carunchio
County Administrative Officer

County of Inyo
P.O. Drawer N
224 N. Edwards Street
Independence, CA 93526

vox: (760) 878-0292
fax: (760) 878-2241
kcarunchio@inyocounty.us



BOARD OF SUPERVISORS COUNTY OF INYO

P. O. BOX N • INDEPENDENCE, CALIFORNIA 92526
TELEPHONE (760) 878-0373 • FAX (760) 878-2241
e-mail: pgunsolley@inyocounty.us

MEMBERS OF THE BOARD
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Clerk of the Board

PATRICIA GUNSOLLEY
Assistant Clerk of the Board

December 7, 2010

Mr. James M. Southworth
City Administrator
City of Bishop
377 West Line Street / P.O. Box 1236
Bishop, California 93515

Dear Mr. Southworth:

During its meeting earlier today, the Board of Supervisors reviewed your letter dated November 24th requesting a meeting between representatives of the County, Bishop Rural Fire Protection District Board of Commissioners, and the Bishop City Council to discuss concerns regarding the provision of emergency medical services in the Bishop area.

The County of Inyo takes its oversight of the emergency medical services seriously and believes in working collaboratively whenever and wherever possible. In addition to diligently communicating with Symons Ambulance Service regarding perceived contracted-service issues, the County is actively engaged in reviewing trends and issues affecting emergency medical service across the county through its Emergency Medical Care Committee. For several months earlier this year, the EMCC convened a Strategy Sub-Committee specifically to examine issues affecting ambulance services countywide. The EMCC meetings are open to the public, and Chief Seguire has been a regular attendee at both the EMCC and EMCC Strategy Sub-Committee meetings. Furthermore, City and County officials discussed ambulance service issues at the last City of Bishop/County of Inyo Liaison Committee meeting held on May 17th, and would expect that conversation will be continued on future agendas. Additionally, as you know, staff and elected officials from the County have gladly responded to requests to meet with you, your staff, and members of the City Council to discuss emergency medical services in the Bishop area on October 15th and October 22nd.

The County remains committed to convening additional meetings regarding this issue as new information arises, or as circumstances change. Toward that end, the Board of Supervisors requests that the City of Bishop clarify its position on the proposal Judd Symons presented to

James M. Southworth, EMS Letter
December 7, 2010
Page Two

the City Council, Bishop Rural Fire Protection District, and Chief Seguire several months ago outlining how ambulance services in the Bishop area can be immediately enhanced. A copy of the proposal is attached to this letter. It is the County's understanding that Mr. Symons' proposal was intended to be a "starting point" for discussion, but we are unclear how far, or if that discussion has progressed. Based on the County's initial review of the proposal, it appears that Mr. Symons suggestions could most likely be implemented with little to no regulatory involvement on the part of the County. Understanding the City's position on the Symons proposal will help the Board of Supervisors better understand the nature of the role the City of Bishop is committed to playing in the delivery of regional emergency medical services.

A similar question will be posed to the Bishop Rural Fire Protection District Board of Commissioners and, when the positions of both agencies are better understood, the Board of Supervisors will reconsider the need for another meeting. Until then, the County believes that adequate public meeting venues exist, beginning with the regular Tuesday meetings of the Inyo County Board of Supervisors and including the Emergency Medical Care Committee and City of Bishop/County of Inyo Liaison Committee meetings, in which to constructively discuss your ideas and concerns.

I appreciate your understanding and support of the County's position in this regard, and look forward to your response.

Respectfully,



Kevin D. Carunchio
County Administrative Officer

With Attachment

Cc: Inyo County Board of Supervisors
Bishop City Council
Bishop Rural Fire Protection District
Chief Ray Seguire



For consideration of the
Bishop Rural Fire Protection District,
Bishop City Council,
and Chief of Department,
Bishop Fire Department

Basic outline for the Bishop Fire Dept to use a Symons Emergency
Specialties ambulance for response and standby.

Ownership

The supplied unit will be owned, insured, equipped, maintained, and fueled by Symons
Emergency Specialties (SES).

Staffing

Those Bishop Fire Dept. (BFD) members that are EMTs and wish to participate, will be
hired as EMTs for SES. Other than training, those BFD EMTs will have no obligation to
SES beyond involvement with the backup calls unless they choose to be considered for
other assignments.

When the BFD/SES personnel are staffing the ambulance on a second out EMS call, they
will be paid by SES, covered under SES's Workers Comp, and be on SES's Professional
Liability and Vehicle insurance. Any remuneration typically associated with a BFD tone
out will be at the discretion of the BFD.

Staging/Units

The ambulance can be kept either in the BFD or at SES. Currently, SES keeps at least two ambulances in town. This agreement will necessarily increase that number to three. The initial unit will be a standard ambulance. In the future every attempt will be made to provide a unit that can be equipped for use as a cold and hot weather rehab unit.

Benefits to SES

The ability to cover second out 911 calls in a timely fashion.

Benefits to BFD

The BFD will have use of the Ambulance for standby at fire incidents when the first out unit is on another call. BFD command staff will have joint operational control of the unit.

SES will provide all EMS equipment and supplies to the BFD. Over time, an effort will be made to equip as many BFD units as possible with a basic EMS bag with O2, as the BFD command staff wishes. SES will provide all CPR and First aid training for BFD. SES will seek approval of a First Responder and EMT curriculum, and will provide those classes to BFD on a schedule that does not conflict with normal fire training. SES currently maintains a Continuing Education Provider number and will provide more than adequate opportunity for the EMTs to maintain certification.

This is a starting point for a unique and cost effective Public/Private partnership that I believe will benefit both entities and will improve the protection for the community.

If in the future it becomes possible for SES to again have scheduled second out coverage (and if it is possible I will do it), the above terms will still be honored until such time as the BFD wishes discontinue them.

Judd Symons



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

November 24, 2010

Mr. Kevin D. Carunchio
County Administrative Officer
County of Inyo
P. O. Drawer N
Independence, CA 93526

Dear Mr. Carunchio:

The Board of Commissioners of the Bishop Rural Fire Protection District and the members of the Bishop City Council jointly request a meeting with representatives of Inyo County. The purpose of this meeting is to discuss concerns regarding EMS service in the Bishop Area, as provided for by the County's agreement for the "provision of emergency ambulance services" with Symons Emergency Specialties, Inc.

Kevin, I will call you next week to arrange for this meeting between the County and representatives from the District Board, City Council, and our staff. We look forward to a productive discussion for resolving all concerns.

Yours very truly,

James M. Southworth
City Administrator

cc: Board of Commissioners, Bishop Rural Fire Protection District
Bishop City Council
Ray Seguine, Fire Chief



COPY

BISHOP FIRE DEPARTMENT

P.O. Box 1236, Bishop, CA 93515
(760) 873-5485

October 13, 2010

Mr. Judd Symons
Symons Emergency Services
214 West Line Street
Bishop, CA 93514

Inyo County Board of Supervisors
P. O. Drawer N
Independence, CA 93526

Dear Mr. Symons and Members of the Inyo County Board of Supervisors:

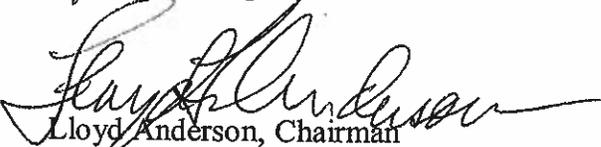
SUBJECT: NOTIFICATION REGARDING EMERGENCY MEDICAL ASSISTANCE

This letter is to notify you that due to legal concerns, members of the Bishop Fire Department will no longer provide EMS driver assistance effective December 1, 2010.

To arrange for a meeting to discuss EMS affecting the Bishop community, please contact the office of City Administrator Jim Southworth at 760-873-5863.

Sincerely,


Ray Seguire, Fire Chief
Bishop Fire Department


Lloyd Anderson, Chairman
Bishop Rural Fire Protection District


Jeff Griffiths, Mayor
City of Bishop

cc: Kevin Carunchio, Inyo County Administrator
Peter Tracy, City Attorney, City of Bishop
James Southworth, City Administrator, City of Bishop

NEWS RELEASE

TO: ALL LOCAL MEDIA
FROM: TAWNI THOMSON, BISHOP AREA CHAMBER OF COMMERCE
DATE: MONDAY, NOVEMBER 29, 2010
RE: CITY OF BISHOP SUPPORTS RETAIL GAP ANALYSIS STUDY

FOR IMMEDIATE RELEASE

At the November 22nd Bishop City Council Meeting, the Council voted unanimously to approve a Retail Gap Analysis contract for a study to analyze our city's current retail offerings and identify market opportunities for local business. According to Bishop City Administrator Jim Southworth, *"This is a critical first step in helping our existing business community understand how to sustain, strengthen, and grow their companies."*

For quite sometime, there has been discussion about the concept of "leakage" - that amount of money "exported" from the Bishop area for the purchase of goods. This "leakage" can hurt a community's economy and some believe it to be a significant problem in the Bishop area. Money spent locally contributes to small business success, job stability and creation, and sales tax revenues that support essential services for our residents. The leakage study, or gap analysis, will quantify how much is being spent outside of Bishop and in what product sectors the leakage is occurring.

The results will be presented to the Bishop business community, as a tool for developing their business strategies and marketing plans. *"This project has real potential to help Bishop build a better retail business community. We are happy to see that the City Council is supporting small, local businesses by helping them gain valuable insights into what customers would like to buy here,"* explains Thomson.

Several months ago, City Council requested presentations from two consulting firms to learn about the process of conducting a leakage analysis study. The first presentation was made by the Buxton Company at a City Council meeting and the second was by Aaron Farmer of The Retail Coach at a Bishop Chamber luncheon. After significant discussion and careful consideration, the Texas-based firm, The Retail Coach has been chosen to perform the work for Bishop. There was also significant discussion regarding project costs. The final contract will not exceed \$6,500, much lower than initial estimates.

Mr. Farmer will travel to Bishop in early December to begin work, including meetings with retailers and other community stakeholders. The Retail Coach team will analyze estimated actual sales figures and formulate potential sales for our trade area. They will identify and document retail sales gaps, the leakage or surplus in 52 differing retail sectors within Bishop. Mr. Farmer will present the findings to the City Council and then hold two public seminar meetings with local business owners and community members.

While some cities facing rapid growth use this type of study as part of a retail recruitment program, the purpose and focus of this study is to support local business. Explains Chuck Kilpatrick, retired insurance professional and tireless Bishop supporter: *"We started working on this last year because we were concerned by the high number of empty commercial properties in town. We cringe when we hear residents say they are going out of town on a shopping trip. We want to do what we can to help fill those empty storefronts with nice viable businesses that offer products and services needed here in our community."*

Tawni Thomson further explained that she is frequently contacted by local entrepreneurs, and some interested in relocating here, about what types of business opportunities exist in Bishop. *"Information gained from this study will be very valuable for people interested in starting a business here, especially the small, owner-operated type. It will also help to encourage business growth that compliments existing businesses."*

"We are truly looking forward to getting started on the project in the next few weeks," stated Bishop City Administrator Jim Southworth. *"We are confident that The Retail Coach will do a good job for us and the Council is happy to be supporting a project that will help Bishop's business community succeed and thrive."*

CITY OF BISHOP
CITY COUNCIL MINUTES
November 8, 2010

- CALL TO ORDER** Mayor Griffiths called the meeting to order at 7:00 p.m.
- INVOCATION** The invocation was given by Pastor Chris Costello of the Oasis of Grace Church followed by the Pledge of Allegiance led by Councilmember Stottlemyre.
- COUNCIL PRESENT** Councilmembers Laura Smith, Susan Cullen, David Stottlemyre
Mayor Pro Tem Bruce Dishion
Mayor Jeff Griffiths
- COUNCIL ABSENT** None
- OTHERS PRESENT** James Southworth, City Administrator
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Keith Caldwell, Assistant City Administrator/
Community Services Director
Ray Seguire, Fire Chief
Chris Carter, Interim Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer
Bob Kimball, City Treasurer
- PUBLIC COMMENT** The Mayor announced the public comment period. No public comment was provided.
- ADDITION OF URGENCY AGENDA ITEM – CLOSED SESSION FOR PENDING LITIGATION K.M.C. Bhakta** City Attorney Peter Tracy reported that it is necessary to add an urgency closed session to the agenda relating to six cases of pending litigation and potential litigation: City v. KMC Bhakta #MBCVLO-09-48835, #SICVCV-09-49165, #SICVCV-09-48871, #MBCVLO-09-49133, #MBCVLO-09-49467, and SICVCV-09-49489 and the need to convene in closed session occurred following the posting of the agenda.
- Pursuant to the authority provided in Government Code Section 54954.2(b)(2), Mayor Griffiths made a motion to add the urgency agenda item as Item No. 9. The motion passed 5-0.
- DEPARTMENT HEAD REPORTS** Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- (1)
- CONSENT CALENDAR** A motion was made by Councilmember Cullen and passed unanimously to approve the Consent Calendar as presented:
- (2)
- Motion/Cullen
- FOR APPROVAL AND FILING**
(a) Council Meeting Minutes – 10/12/10

- (b) Council Retreat Minutes – 10/19/10
- (c) Personnel Status Change Report

FOR INFORMATION AND FILING

- (d) Parks and Recreation Commission Agenda 10/27/10
- (e) Water and Sewer Commission Agenda – 11/9/10
- (f) Fire Department Activity Log – 9/10
- (g) Public Works Report – 9/10
- (h) Public Works Report – 10/10
- (i) Water and Sewer Funds Monthly Balance Report

CORRESPONDENCE
(3)

Correspondence from Suddenlink dated October 29, 2010 relating to certain local adjustments to monthly service costs was presented to Council for information. No action or response is required.

UNFINISHED BUSINESS

ORDINANCE NO. 532
Providing Contracting
Preferences for Local and
Small Businesses
Second Reading/Adoption
(4)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 5-0 to adopt Ordinance No. 532 by title only with passage to print, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING CHAPTER 3.26 TO THE BISHOP MUNICIPAL CODE TO PROVIDE CONTRACTING PREFERENCES FOR LOCAL AND SMALL BUSINESSES".

COMMISSION
REAPPOINTMENTS
(5)
Harry Bhakta – Water and
Sewer Commission
(A)
Motion/Cullen

The Council made the following reappointments to the City commissions:

On a motion by Councilmember Cullen, the Council voted 5-0 to reappoint Harry Bhakta to the City of Bishop Water and Sewer Commission for a four-year term ending November 8, 2014.

Forrest Cross – Water and
Sewer Commission
(B)
Motion/Griffiths

On a motion by Mayor Griffiths, the Council voted 5-0 to reappoint Forrest Cross to the City of Bishop Water and Sewer Commission for a four-year term ending November 8, 2014.

Thomas Hardy
Planning Commission
(C)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 5-0 to reappoint Thomas Hardy to the City of Bishop Planning Commission for a four-year term ending November 26, 2014.

NEW WATER STORAGE
TANK – Approval of
Release of Request for
Proposals
(6)
Motion/Smith

As recommended in the City of Bishop Water Master Plan, the Public Works Department requested to move forward with releasing a Request for Proposals (RFP) for a second water storage tank to provide adequate storage for fire suppression and other emergencies. It is also anticipated the second tank will improve efficiency and reduce costs of pumping water from existing and future wells. Funds for the early consulting work is

included in the city budget for fiscal years 2010-2011 and 2011-2012.

On a motion by Councilmember Smith, the Council voted 5-0 to approve the release of the Request for Proposals (RFP) for consultant services for a new water storage tank project.

WELL 3 PASTURE LEASE
Sunland Drive – Approval of
Release for Bids
(7)
Motion/Stottlemyre

Councilmember Stottlemyre made a motion to authorize the release of bids request for the Well 3 Pasture Lease (formerly called the Sunland Pasture Lease). The motion passed 4-1 on the following roll call vote: Ayes: Stottlemyre, Smith, Cullen, Griffiths. Noes: Dishion.

WAIVED FORMAL BID
PROCEDURE for DUI
Enforcement Trailer
(8)
Motion/Griffiths

On a motion by Mayor Griffiths, the Council voted 5-0 to waive the formal bid procedure pursuant to the Bishop Municipal Code Section 3.24.200 for the Police Department purchase of a custom-built D.U.I. Enforcement Trailer and related equipment from ProPac Inc. in an amount not to exceed \$26,000.00 funded by the State of California Office of Traffic Safety.

CLOSED SESSION
Urgency Agenda Item
(9)

At 7:35 p.m. the Mayor recessed the meeting to convene in closed session with the City Attorney pursuant to Government Code Section 54956.9(a) relating to six cases of pending litigation and potential litigation: City v. KMC Bhakta #MBCVLO-09-48835, #SICVCV-09-49165, #SICVCV-09-48871, #MBCVLO-09-49133, #MBCVLO-09-49467, and SICVCV-09-49489.

COUNCIL REPORTS

RECONVENE TO OPEN
SESSION

The Council reconvened from closed session at 7:50 p.m. Mayor Griffiths reported that no action was taken during closed session and therefore there is nothing to report.

ADJOURNMENT

The Mayor adjourned the meeting at 7:51 p.m. to the next Council meeting scheduled for Monday, November 22, 2010 at 7:00 p.m. in the City Council Chambers.

JEFF GRIFFITHS, MAYOR

Attest: James Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
November 22, 2010

- CALL TO ORDER Mayor Griffiths called the meeting to order at 4:00 p.m.

- COUNCIL PRESENT Councilmembers Laura Smith, Susan Cullen, David Stottlemyre
Mayor Pro Tem Bruce Dishion
Mayor Jeff Griffiths

- COUNCIL ABSENT None

- OTHERS PRESENT James Southworth, City Administrator
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Keith Caldwell, Assistant City Administrator/
Community Services Director
Ray Seguine, Fire Chief
Pat O'Neil, Assistant Fire Chief
Chris Carter, Interim Police Chief
David Grah, Public Works Director/City Engineer

- PUBLIC COMMENT The Mayor announced the public comment period. Rick Jarvis, current lease holder for the Well 3 Pasture Lease located on Sunland Road, requested the Council not put the lease out for bid and give him first right of refusal.

- JOINT MEETING WITH THE
RURAL FIRE PROTECTION
DISTRICT BOARD Rural Fire Protection District Board members attending: Lloyd Anderson, Chair; Bob Winzenread, Vice Chair; Commissioners Jerry Hollowell, Mike Holland; Larry Huffman, Battalion Chief.

City Council and Rural Fire Protection District Board met to discuss issues relating to EMS services relating to Symons Ambulance Services discontinuation of the second-out calls and relying on the Bishop Volunteer Fire Department to assist in transporting with emergency medical calls. On December 1, 2010 the Bishop Fire Department will no longer be able to assist Symons due to legal and liability issues.

Discussion was held relating to the level of service required, what role the Bishop Fire Department is able to play, available options, training requirements and level of liability exposure placed on any current volunteers.

The City Attorney reported that it is clear under the Health and Safety Code that emergency medical services are under the jurisdiction of the County of Inyo.

It was determined that correspondence would be sent to Inyo County representatives to give a broad overview of the situation and hopefully open the door for a joint meeting for discussion.

ADJOURNMENT OF JOINT MEETING WITH RURAL FIRE PROTECTION DISTRICT BOARD

The joint meeting with the Rural Fire Protection District Board and the City Council was adjourned at 4:52 p.m. The Bishop City Council continued with the items on the Study Session agenda.

SCHEDULED DISCUSSION

1. Current 7:00 p.m. agenda items
2. Future agenda items
3. Relating to scheduling joint meetings with City Commissions
4. Retail Trade Area – Determination and Gap Analysis (leakage study); review proposal approach and deliverable
5. Silver Peak Housing Project Update – Land acquisition process and proposed funding.

DEPARTMENT HEAD REPORTS

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

COUNCIL DISCUSSION

This time is set aside for Council Members to make comment or inquiries to staff. No action was taken.

ADJOURNMENT

Mayor Griffiths adjourned the meeting at 6:00 p.m.

JEFF GRIFFITHS, MAYOR

Attest: James Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
November 22, 2010

- CALL TO ORDER** Mayor Griffiths called the meeting to order at 7:00 p.m.
- INVOCATION** The invocation was given by Pastor Peter Thomsen of the First Presbyterian Church followed by the Pledge of Allegiance led by Councilmember Cullen.
- COUNCIL PRESENT** Councilmembers Laura Smith, Susan Cullen, David Stottlemyre
Mayor Pro Tem Bruce Dishion
Mayor Jeff Griffiths
- COUNCIL ABSENT** None
- OTHERS PRESENT** James Southworth, City Administrator
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Keith Caldwell, Assistant City Administrator/
Community Services Director
Ray Seguine, Fire Chief
Chris Carter, Interim Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer
- PUBLIC COMMENT** The Mayor announced the public comment period. Dick Noles from Advocates for Access to Public Lands and a resident of Inyo County, gave an update on the Adventure Trail system. Pat West from Pioneer Home Health Care invited the community to celebrate their 20th anniversary at their Open House on December 1, 2010.
- DEPARTMENT HEAD REPORTS**
(1) Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- CONSENT CALENDAR**
(2) A motion was made by Councilmember Cullen and passed unanimously to approve the Consent Calendar as presented:
- Motion/Cullen
- FOR APPROVAL AND FILING**
- (a) Council Meeting Minutes – 10/25/10
 - (b) Personnel Status Change Report
 - (c) Fund Transactions – 7/1/10 – 10/31/10
 - (d) Warrant Register – 10/10
 - (e) Sunrise Mobile Home Replacement Reserve Account
7/1/10 – 9/30/10
 - (f) Investment Portfolio
- FOR INFORMATION AND FILING**
- (g) Water and Sewer Commission Minutes – 9/14/10

NEW BUSINESS

REAPPOINTMENT OF
COMMISSIONER
Parks and Recreation
Lee Cox

(3)
Motion/Griffiths

Mayor Griffiths made a motion to reappoint Lee Cox to another four-year term on the Parks and Recreation Commission ending December 14, 2014.

The Council thanked Mr. Cox for serving more than 15 years on the commission.

ROAD IMPROVEMENT
PROJECT A – Approval to
Advertise for Construction
Bids

(4)
Motion/Smith

The Public Works Director reported the Department is ready to advertise Road Improvement Project A which involves North Third Street from East Pine Street to East Elm Street and on Short Street from South Second Street to South Third Street.

A motion was made by Councilmember Smith to approve the advertisement for construction bids for Road Improvements Project A. The motion passed 5-0.

PINE TO PARK PATH
Approval of Amendment 1
to Consultant Contract

(5)
Motion/Stottlemyre

The Public Works Director reported the Local Transportation Commission approved TEA Exchange funding for the expanded environmental for the Pine to Park Path in an estimated amount of \$54,492.00.

Councilmember Stottlemyre made a motion to approve Amendment 1 to the project delivery services contract with R. O. Anderson for the expanded environmental on the Pine to Park Path Project and authorized the total expenditure of up to \$71,742.00 for the contract. The motion passed 5-0.

WATER LEAK
DETECTION SERVICES
CONTRACT

(6)
Motion/Cullen

On a motion by Councilmember Cullen, the Council voted 5-0 to authorize the execution of a contract with Utility Services Associates of Burien, Washington, for leak detection services with a not-to-exceed amount of \$2,415.00.

ORDINANCE NO. 533
Relating to Park Rules/Skate
Park/Track – Introduction

(7)
Motion/Stottlemyre

The Community Services Director reported that in order to deter graffiti, vandalism and inappropriate activities at the City Park, Ordinance No. 533 was developed with the help of the Police Chief and is being introduced to change the closing time and update the skate park/track schedule.

Councilmember Stottlemyre made a motion to adopt the first reading/introduction of Ordinance No. 533 with changes as suggested to expand the wording on the headings under 9.25.030 to include “Skates” with Skateboards and “Non-Motorized Scooters” with Bicycles. The motion passed unanimously.

DETERMINATION AND
GAP ANALYSIS –
Approval of Contract with
The Retail Coach

The City Administrator reported that proposals for a retail trade area determination and gap analysis were received through the Bishop Chamber of Commerce. The objectives of the analysis are to create a better understanding of business opportunities in

(8) Bishop, to support a sustainable (and growing) business community through retention and expansion of existing business.

Motion/Stottlemyre On a motion by Councilmember Stottlemyre, the Council voted 5-0, to waive the formal bid procedure for professional services; authorized the execution of the contract with The Retail Coach in a not-to-exceed amount of \$6,500.00; and authorized the funds to be transferred from unbudgeted reserves.

BUDGET ADJUSTMENTS/
TRANSFERS Approval On a motion by Councilmember Cullen, the Council voted 5-0 to approved the budget adjustments and transfers for fiscal year 2010-2011 through October 31, 2010 as presented.
(9)
Motion/Cullen

COUNCIL REPORTS

ADJOURNMENT The Mayor adjourned the meeting at 8:03 p.m. to the next Council meeting scheduled for Study Session on Monday, December 13, 2010 at 7:00 p.m. in the City Council Chambers.

JEFF GRIFFITHS, MAYOR

Attest: James Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(d)

TO: City Council
SUBJECT: CONSENT CALENDAR - PERSONNEL STATUS CHANGE REPORT
DATE: December 13, 2010

The following personnel items have been submitted for action at this meeting:

COMMUNITY SERVICES DEPARTMENT

EFFECTIVE DATE

- (a) Instructor – Part Time
\$25.00 per class
Capstick, Michael M.

12/31/10

POLICE DEPARTMENT

- (b) Office Assistant – Part-Time
\$13.25 / \$14.25 / \$15.25 hourly
Fansler, Antoinette M.

12/8/10

TO: City Council/City Administrator
 FROM: Finance/Accounting Secretary
 DATE: December 13, 2010
 SUBJECT: Warrant Register for the month of November 2010

PAYABLE CHECK NUMBERS ISSUED

CK#59452 - 59453	\$ 1,297.90
CK#59454 - 59484	\$ 217,905.20
CK#59485 - 59518	\$ 18,589.91
CK#59519 - 59555	\$ 22,053.26
CK#59556 - 59565	\$ 35,687.69
CC#59553	\$ (4.13)

TOTAL PAYABLE EXP FOR NOVEMBER 2010 \$ 295,529.83

PAYROLL CHECK NUMBERS ISSUED

Regular Payroll, November 15, 2010 \$ 126,253.88
 CK#34756 thru 34794
 DD#4248 thru 4286

Special Payroll, November 15, 2010 \$ 3,219.52
 CK#34795 thru 34799

Regular Payroll, November 30, 2010 \$ 121,004.71
 CK#34800 thru 34845
 DD#4287 thru 4328

Medicare	\$ 3,545.32
PERS	\$ 61,662.94
Workers Comp	\$ 18,327.62
Medical	\$ 40,057.80
PERS OPEB	\$ 25,851.40
Dental	\$ 4,578.88
Life Insurance	\$ 401.80
Vision	\$ 783.99
Disability	\$ 3,477.41
Def Comp Programs	\$ 2,160.00
P.A.R.S.	\$ 32,493.09
PARS/ARS	\$ 218.64
Gym Dues	\$ 399.00

TOTAL PAYROLL EXP FOR NOVEMBER 2010 \$ 444,436.00

TOTAL EXPENDITURES FOR NOVEMBER 2010 \$ 739,965.83

CHECK NUMBER	FISCAL YEAR	RECORD#	VENDOR NAME	AMOUNT	TOTAL	CHECK DATE	CHECK INVOICE#	DESCRIPTION
59553	2011	3513	711 MATERIALS, INC	4.13-	4.13-	4.13-11/30/10	844223	HICNTRY/WSHRS/BOLTS
CANCELLED CHECKS TOTAL				4.13-	4.13-			

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59556	PUBLIC EMP RETIREMENT SYS	NOV2010	ADM FEE/NOV2010	11/23/10	50082	30,954.03	30,954.03
59557	HIGH COUNTRY LUMBER	844223	HICNTRY/GUNCASEHRDHR	11/23/10	50090	4.13	4.13
59558	AMERIGAS - BISHOP	CIVCENTER POOL SMHP#42 SMHP#9 SMHPLNDRY. SWRPLENT	AMERGAS/11/10/10 AMERGAS/11/10/10 AMERGAS/11/11/10 AMERGAS/11/11/10 AMERGAS/11/11/10 AMERGAS/11/12/10	11/23/10 11/23/10 11/23/10 11/23/10 11/23/10 11/23/10	50088 50086 50085 50087 50084 50089	846.90 482.51 43.99 2.63 8.79 418.05	1,802.87
59559	VERIZON	3901304900	VERZON/INTRNTNOV-DEC	11/23/10	50083	95.10	95.10
59560	VERIZON WIRELESS	971836292	VR2NMRLS/NOV-DEC2010	11/23/10	50095	183.63	183.63
59561	MAHMOH COMMUNITY	1124	MAMCHMTR/ADVERTSMNT	11/23/10	50093	400.00	400.00
59562	PREFERRED SEPTIC	33095	PREFSEPT/OCT-NOV2010	11/23/10	50092	128.12	128.12
59563	INFOPRINT SOLUTIONS CO	5004812	INFOPRNT/OCT-DEC2010	11/23/10	50094	203.25	203.25
59564	BANK OF AMERICA	5116KEITH	BOFA/STAFF/EMTNTCS	11/23/10	50096	1,671.55	1,671.55
59565	ADT SECURITY SERVICES INC	35869627	ADT/DEC2010	11/23/10	50091	245.01	245.01
CHECKS TOTAL						35,687.69	35,687.69

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59519	EASTERN SIERRA MOTORS, INC	135726	ESTRNSIER/#10CUTPATS	11/18/10	50008	26.06	26.06
59520	HIGH COUNTRY LUMBER	RET841022	HICNTRY/RET/BUYPHILPS	11/18/10	49970	.20-	
		21.99	HICNTRY/OAK/TITEBND	11/18/10	49976	21.99	
		840756	HICNTRY/MOUSETRAPS	11/18/10	49968	20.33	
		841006	HICNTRY/GARMENTHOOKS	11/18/10	49969	58.94	
		841008	HICNTRY/MORTAR	11/18/10	49995	52.21	
		841082	HICNTRY/SAFTBULB	11/18/10	49974	19.05	
		841088	HICNTRY/2X4	11/18/10	49973	3.82	
		841116	HICNTRY/POLYTARP	11/18/10	49960	19.56	
		841119	HICNTRY/AIRFILTERS	11/18/10	49975	16.61	
		841141	HICNTRY/WOODSCREWS	11/18/10	49972	33.27	
		841166	HICNTRY/PVCCPLNG/ELBW	11/18/10	49971	4.45	
		841179	HICNTRY/SHLFRDMARE	11/18/10	49953	164.90	
		841399	HICNTRY/REDKRYLON	11/18/10	49977	8.68	
		841442	HICNTRY/STRIPINGPNT	11/18/10	49957	14.66	
		842011	HICNTRY/HOMEDEFENSE	11/18/10	49979	8.69	
		842045	HICNTRY/DOUGFIRMTR	11/18/10	49978	46.53	
		842107	HICNTRY/DEDBLT	11/18/10	49981	73.40	
		842108	HICNTRY/HINGCONCEAL	11/18/10	49980	74.31	
		842193	HICNTRY/REDOAK	11/18/10	49982	8.31	
		842338	HICNTRY/TOPSOIL	11/18/10	49958	3.22	
		842360	HICNTRY/DUSTMASK	11/18/10	49984	4.39	
		842402	HICNTRY/BULKSCREWS	11/18/10	49983	11.95	
		842434	HICNTRY/SHOVEL	11/18/10	49985	21.52	
		842442	HICNTRY/DRYWALL	11/18/10	49955	23.54	
		842725	HICNTRY/MOUSETRAP	11/18/10	49987	9.37	
		842754	HICNTRY/STRIPNGWAND	11/18/10	49986	25.44	
		842757	HICNTRY/PADLOCK/BLTS	11/18/10	49988	27.80	
		842858	HICNTRY/ELBOWS/ADPTR	11/18/10	49989	27.09	
		842938	HICNTRY	11/18/10	49990	3.87	
		842968	HICNTRY/GUNCASESUPPS	11/18/10	49991	14.58	
		843012	HICNTRY/BAGS/TAPE	11/18/10	49963	12.70	
		843103	HICNTRY/GUNCASESUPPS	11/18/10	49993	15.58	
		843108	HICNTRY/REDOAKVENEER	11/18/10	49992	16.62	
		843272	HICNTRY/CAULK	11/18/10	49994	6.97	
		843453	HICNTRY/2CYCLEOIL	11/18/10	49964	11.69	
		843681	HICNTRY/WASPSPRAY	11/18/10	49956	4.88	
		843851	HICNTRY/ELECTRCLSUPPS	11/18/10	49966	70.70	
		843858	HICNTRY/COVERBOX	11/18/10	49965	9.27	
		844014	HICNTRY/ENDUITEMT	11/18/10	49954	2.81	
		844029	HICNTRY/HEDGE/TRIMMER	11/18/10	49959	315.32	
		844143	HICNTRY/CEMENT	11/18/10	49962	37.55	
		844394	HICNTRY/SAWZALBLADE	11/18/10	49961	15.65	
						1,342.02	
59521	SMART & FINAL IRIS CO.	170298	SMRTFNL/GUPS	11/19/10	50067	49.27	
		170300	SMRTFNL/PLOWLS/LINERS	11/19/10	50068	31.30	
59522	STEVES AUTO & TRUCK PARTS	40863	STEVES/OILFILTER	11/18/10	49997	7.51	
		40864	STEVES/GPXS/20WOIL	11/18/10	49998	34.18	
		41491	STEVES/FUELTABLIZR	11/18/10	50002	6.51	
		41499	STEVES/GENBATTERY	11/18/10	50007	133.88	
						80.57	

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59523	SOUTHERN CALIFORNIA EDISO	85WHTMTN	SCE/OCT2010	11/18/10	49940	31.87	31.87
59524	BISHOP WELDING SUPPLY	706158	BISWELD/GYMNSTCCYLNDR	11/18/10	49951	17.63	17.63
59525	DEPARTMENT OF WATER & POW	380BISBIS 380BISBIS 380BISBISHOP 380BISBIS 380BISHOP 380BISHOP 380BISHOPB	DWP/OCT-NOV2010 DWP/OCT-NOV2010 DWP/OCT-NOV2010 DWP/OCT-NOV2010 DWP/OCT-NOV2010 DWP/OCT-NOV2010 DWP/OCT-NOV2010	11/19/10 11/19/10 11/19/10 11/19/10 11/19/10 11/19/10 11/19/10	50073 50074 50077 50078 50075 50075 50076	14.84 523.05 17.38 576.34 17.71 35.97	1,185.29
59526	FARMER BROS. CO.	52973544	FMRBROS/11/09/10	11/18/10	50040	42.75	42.75
59527	BISHOP WASTE DISPOSAL	CITYHALL / SMHP / 556990	BISWAST/OCTOBER2010 BISWAST/OCTOBER2010 BISWAST/OCTOBER2010	11/18/10 11/18/10 11/18/10	49942 49943 49941	86.10 129.15 344.40	559.65
59528	WESTERN NEVADA SUPPLY CO.	CMS4802639 54779794 54782074 54783117 54784049 54788320 54788728 54793068 54793237 54793909 54795484 54795533 54796030 54796482 54799146 54799580 54801024 54801240	WSTRNNV/RETBOX/LIDS WSTRNNV/TIPPAINT WSTRNNV/PVCBUSH WSTRNNV/GRATE WSTRNNV/DETECTTAPE WSTRNNV/SILICONE WSTRNNV/HOSE/BALLVLV WSTRNNV/PVCSWRPIPE WSTRNNV/WRMETER WSTRNNV/MARKINGSTICK WSTRNNV/FORDGASKET WSTRNNV/GRATE WSTRNNV/BISNURSWRMTR WSTRNNV/BRASSPLG/NIP WSTRNNV/GASKET WSTRNNV/MRFLG WSTRNNV/BRSTEE/ADPT WSTRNNV/TUBECUTTER	11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10 11/18/10	50031 50020 50018 50025 50019 50021 50022 50024 50023 50026 50027 50030 50028 50029 50034 50035 50032 50033	337.51- 156.86 4.44 427.61 76.13 23.77 28.80 53.29 131.39 21.75 2.87 427.61 124.50 12.06 2.72 22.12 75.96 52.43	1,306.80
59529	EMPLOYMENT DEVELOPMENT DE	SEPTEMBER2010	EDD/SEPT2010	11/18/10	49950	55.00	55.00
59530	CLINICAL LABORATORY OF SA	911082	CLNLABSB/OCTOBER2010	11/19/10	50072	55.00	55.00

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59531	INYO COUNTY ENVIRONMENTAL	418211003	ICFH/POOLPERMIT	11/18/10	49949	294.00	
		512230	ICHS/OCTOBER TICKETS	11/19/10	50063	203.00	497.00
59532	ZUMAR INDUSTRIES, INC.	0126262	ZUMAR/RDRKRSIGN	11/19/10	50080	65.32	65.32
59533	INYO COUNTY TAX COLLECTOR	10/11	ICTC/10-11/201SWARRN	11/19/10	50054	104.72	
		10/11	ICTC/10-11/CLRKELINE	11/19/10	50056	21.16	
		10/11	ICTC/10-11/SFOWLER	11/19/10	50053	21.16	
		10/11	ICTC/10-11/207WLINE	11/19/10	50043	1,349.94	
		10/11	ICTC/10-11/SUNLAND	11/19/10	50061	13.60	
		10/11	ICTC/10-11/NWARREN	11/19/10	50050	21.16	
		10/11	ICTC/10-11/NFOWLER	11/19/10	50051	21.16	
		10/11	ICTC/10-11/EWILLOW	11/19/10	50052	21.16	1,574.06
59534	AT&T	8723485	ATT/OCT2010	11/19/10	50070	22.79	22.79
59535	RITE-WAY	22504	RITEWAY/FILTERSAND	11/18/10	49930	887.40	887.40
59536	CA DEPT OF PUBLIC HEALTH	JUL-JUN10	PUBLH/09/10 FEES	11/19/10	50041	4,182.38	4,182.38
59537	QUILL CORP	8996005	QUILL/DPSTRAY	11/18/10	49939	31.78	
		9022031	QUILL/GELEN/PENCILS	11/18/10	49937	28.66	
		9061768	QUILL/WRITINGPAD	11/18/10	49938	30.54	
		9083057	QUILL/2047	11/18/10	49936	27.16	
		9083262	QUILL/W-3SUMMFORMS	11/18/10	49935	39.23	
		9131064	QUILL/HINGEDDVCASE	11/18/10	49932	16.30	
		9178194	QUILL/CLNDRS/RPTCVRS	11/18/10	49931	123.56	
		9192233	QUILL/W-2/ENVELOPES	11/18/10	49934	61.70	
		9210073	QUILL/DESKPAD	11/18/10	49933	39.04	397.97
59538	SCHAT.NET COMPUTERS, AUD	139609	SCHATNET/OPTCLHOUSE	11/18/10	50038	43.40	43.40
59539	INYO REGISTER	WELLS	INYO REG/BIDS/PRPSLS	11/19/10	50079	41.10	41.10
59540	VERIZON	UH0-2683	VERZON/NOV-DECLEAMEB	11/18/10	49944	694.56	
		8724240	VERZON/NOV2010	11/18/10	49946	41.32	
		8727201	VERZON/NOV2010	11/18/10	49947	38.22	
		8729321	VERZON/NOV2010	11/18/10	49945	40.67	
59541	BANK OF AMERICA	4689CORP	BOFA/GOMEZ/CRWSH/K9	11/18/10	49996	1,700.62	1,700.62
59542	GARY SCHLEY	COSTAMESA	SCHLEY/NOV15-18	11/19/10	50042	520.00	520.00
59543	INTOXIMETERS						

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59544	CALPERS	316524	INTOMETR/ALCOSENSORS	11/18/10	50039	2,229.69	2,229.69
59545	UNITED PARCEL SERVICE	OCTOBER	PERS EPKC/OCT2010	11/19/10	50081	1,090.55	1,090.55
59546	KIRST PUMP & MACHINE	292E450	UPS/11/01PICKUP	11/19/10	50069	13.02	13.02
59547	MYERS STEVENS & TOOHEY	267806	KIRST/MECHANICALSEAL	11/19/10	50062	191.39	191.39
59548	CERTIFION CORP DBA	DEC2010	MYERS/DECPREMIUMS	11/18/10	50036	324.00	324.00
59549	BANK OF AMERICA	36566	CERTFION/OCTOBER2010	11/18/10	50037	84.95	84.95
59550	BANK OF AMERICA	5095GRAH	BOFA/MAXLIGHT	11/19/10	50064	29.62	29.62
59551	EASTERN SIERRA ENGINEER	STHRT3972 2812RAY	BOFA/DMDMTGHESPERIA BOFA/UPSSTORE/ARSNTR	11/19/10 11/19/10	50066 50065	91.30 142.74	234.04
59552	MISSION JANITORIAL	101033	ESE/MAYWILLOWTRPROJ	11/19/10	50071	720.00	720.00
59553	711 MATERIALS, INC	217048	MISSJAN/PAPERTOWELS	11/18/10	50009	53.07	
		223745	MISSJAN/LOBBYRUGS	11/18/10	50016	211.06	
		225673	MISSJAN/CLRWKNGFRSHNR	11/18/10	50014	69.60	
		225966	MISSJAN/TOWELS/LINRS	11/18/10	50010	182.51	
		226694	MISSJAN/GLOVES/SCRNS	11/18/10	50015	261.50	
		227577	MISSJAN/CLRWKNGFRSHNR	11/18/10	50013	37.56-	
		228037	MISSJAN/URNALSCRENS	11/18/10	50017	40.98	
		229266	MISSJAN/CONSUME	11/18/10	50011	36.64	
		229853	MISSJAN/LINERS/PAPER	11/18/10	50012	384.50	1,202.30
59554	VERIZON BUSINESS	844223	HICNTRY/HSHRS/BOLTS	11/18/10	49967	4.13	4.13
		5485/9321	VERZON/OCT2010	11/18/10	49952	7.40	
		8734240	VERZON/OCT2010	11/18/10	49952	3.27	
		8734873	VERZON/OCT2010	11/18/10	49952	3.94	
		8734926	VERZON/OCT2010	11/18/10	49952	5.53	
		8735863	VERZON/OCT2010	11/18/10	49952	3.96	
		8735864	VERZON/OCT2010	11/18/10	49952	3.83	
		8738311	VERZON/OCT2010	11/18/10	49952	7.67	35.60
59555	PACIFIC TELEMANAGEMENT	8739098 / 8739868 /	PACTEL/NOV2010 PACTEL/NOV2010	11/18/10 11/18/10	49948 49948	65.00 80.93	145.93
CHECKS TOTAL							22,053.26

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59485	NORTHERN INYO HOSPITAL	5988456	NIH/BLOODDRWOCCTOBER	11/12/10	49898	88.58	88.58
59486	SMART & FINAL IRIS CO.	168475 173445 175880 175900 176313 178640	SMRTFNL/CLNGEQUIP/WTR SMRTFNL/WATER SMRTFNL/WTR/HLWN/BLCH SMRTFNL/HALLWNCNDY SMRTFNL/HALLWNCNDY SMRTFNL/WATR/DSHSOAP	11/12/10 11/12/10 11/12/10 11/12/10 11/12/10 11/12/10	49908 49907 49906 49904 49905 49903	79.26 50.18 59.10 27.95 166.00 39.43	421.92
59487	SOUTHERN CALIFORNIA EDISO	JAYSTERN JHNSNSTA STERRAST SMRPLNT SWRPND TENGFCAC WYE/SAPRUC	SCE/SEPT-OCT2010 SCE/SEPT-OCT2010 SCE/SEPT-OCT2010 SCE/SEPT-OCT2010 SCE/SEPT-OCT2010 SCE/SEPT-OCT2010 SCE/SEPT-OCT2010	11/12/10 11/12/10 11/12/10 11/12/10 11/12/10 11/12/10 11/12/10	49910 49912 49915 49911 49913 49909 49914	22.80 56.09 35.99 522.13 1,194.91 45.96 1,073.07	2,950.95
59488	DEPARTMENT OF WATER & POW	102ELINE 209WLINE 646NMAIN 688NMAIN 690APTA 690NMAIN 700NMAIN	DWP/SEPT-OCT2010 DWP/SEPT-OCT2010 DWP/SEPT-OCT2010 DWP/SEPT-OCT2010 DWP/SEPT-OCT2010 DWP/SEPT-OCT2010 DWP/SEPT-OCT2010	11/10/10 11/10/10 11/10/10 11/10/10 11/10/10 11/10/10 11/10/10	49873 49875 49879 49878 49874 49877 49876	68.86 1,287.45 266.37 577.62 55.86 168.85 445.92	2,870.93
59489	ADVANCED DATA SYSTEMS, INC	1010002	ADS/OCTOBER2010	11/10/10	49859	525.00	525.00
59490	BISHOP DRY CLEANERS	OCT2010	BISDRYCLNRS/OCT2010	11/10/10	49869	195.00	195.00
59491	HIGH SIERRA AWARDS & ENGR	119698	HISIERAWRD/NAMEPLATE	11/12/10	49887	29.25	29.25
59492	JAMES A. RICHARDSON M.D.	LREYES	JRCHRDSON/OFFICVISIT	11/12/10	49891	130.00	130.00
59493	AMERICAS - BISHOP	B505608 B505610 CIVCENTR POLICE PRKPOOL WELL2	AMERGAS/PWSHOPREGLTR AMERGAS/SWRPLNTRBEGS AMERGAS/REPLCREGLTR AMERGAS/REPLCREGLTR AMERGAS/REPLCREGLTR AMERGAS/REPLCREGLTR	11/10/10 11/10/10 11/10/10 11/10/10 11/10/10 11/10/10	49860 49861 49863 49865 49864 49862	124.66 414.10 167.91 207.32 117.71 117.71	1,149.41
59494	AT&T	8735866	ATT/SEPT-OCT2010	11/10/10	49866	219.52	219.52
59495	XEROX CORP	51363198	XEROX/OCT2010	11/12/10	49926	364.67	364.67
59496	QUILL CORP						

VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
59454 BROWN'S SUPPLY	64861	BROWNS/TIEWIRE	11/04/10	49816	5.44	
	64951	BROWNS/BRASSNIP	11/04/10	49817	36.11	41.55
59455 PETER TRACY	BHAKTA	TRACY/OCTLEGALSERV	11/04/10	49831	720.28	
	OCT2010	TRACY/OCT2010	11/04/10	49830	5,500.00	6,220.28
59456 STANDARD INSURANCE CO.	NOV2010	STNDRD/NOV2010	11/04/10	49839	120.55	120.55
59457 BISHOP NURSERY	161104	BISNURS/PRESSREGULTR	11/04/10	49813	61.99	
	161342	BISNURS/CLAYPOT	11/04/10	49814	93.29	155.28
59458 STATE COMPENSATION INSURA	OCT2010	STATECOMP/OCTPREM	11/04/10	49838	1,551.18	1,551.18
59459 SOUTHERN CALIFORNIA EDISO	WELL4	SCE/OCT-NOV2010	11/04/10	49836	2,480.07	
	85YANYSIG	SCE/SEPT-OCT2010	11/04/10	49837	52.13	2,532.20
59460 DEPARTMENT OF WATER & POW	125GROVE	DWP/SEPT-OCT2010	11/04/10	49821	86.65	
	207MLINE	DWP/SEPT-OCT2010	11/04/10	49824	519.67	
	207MLINEA	DWP/SEPT-OCT2010	11/04/10	49823	32.97	
	293NMAIN	DWP/SEPT-OCT2010	11/04/10	49822	41.42	680.71
59461 BISHOP VOLUNTEER FIRE DEP	OCT2010	BVFD/OCTATTENDANCE	11/04/10	49815	2,928.00	2,928.00
59462 UNDERGROUND SERVICE ALERT	OCT2010	UNDRGRND/OCTTICKETS	11/04/10	49846	12.00	12.00
59463 KMART	22861	KMRT/TRNKORTREAT	11/04/10	49827	25.98	
	46831	KMART/TRNKORTREAT	11/04/10	49828	50.22	
	52558	KMART/CLRKWNGTLTSEAT	11/04/10	49826	30.42	106.62
59464 BRITT'S DIESEL & AUTOMOTI	4467PO104	BRITTS/B4ACTUATOR	11/04/10	49816	919.32	919.32
59465 SIERRA WHOLESALE ELECTRIC	136513	SIERWHL5L/FLRSNTBLBS	11/04/10	49835	8.20	8.20
59466 XEROX CORP	51363241	XEROX/SEPT-OCTMETER	11/04/10	49856	244.07	
	51363249	XEROX/SEPT-OCTMETER	11/04/10	49855	601.00	845.07
59467 RITE-WAY	22486	RITEWAY/BROMINE	11/04/10	49834	551.36	551.36
59468 VISION SERVICE PLAN	NOV2010	VSP/NOVPREM	11/04/10	49853	26.35	26.35
59469 EASTERN SIERRA MOTORS INC						

INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
135611	ESTRSTERMOT/SERVTRK	11/04/10	49825	67.40	67.40
143684	REMOURAIN/FILERS	11/04/10	49833	100.00	100.00
BPD	SDNLNK/NOV2010	11/04/10	49840	119.95	
CITYHALL	SDNLNK/NOV2010	11/04/10	49844	49.95	
NOVCABLE	SDNLNK/NOV2010	11/04/10	49842	1,221.91	
PRKCAMRAS	SDNLNK/NOV2010	11/04/10	49841	139.95	
PUBWRKS	SDNLNK/NOV2010	11/04/10	49845	47.95	
SMHPNGR	SDNLNK/NOV2010INTRNT	11/04/10	49843	39.95	
40103138	WHTCAP/CHPCTRW/TANK	11/04/10	49854	1,652.97	1,652.97
TALMAGEPRK	DWP/10/11LEASE	11/04/10	49820	500.00	500.00
8723485	VERZON/OCT-NOV2010	11/04/10	49848	48.78	
8735866	VERZON/OCT-NOV2010	11/04/10	49850	365.96	
8738458	VERZON/OCT-NOV2010	11/04/10	49849	146.45	
471679194	VERZONWRLS/SEPT-OCT	11/04/10	49851	537.95	537.95
SWRSHOP	PREFRSEPT/SEPT-OCT	11/04/10	49832	128.12	128.12
105785	ALLENOTDR/SACKS	11/04/10	49809	430.22	430.22
10-11YRKB	BPHIGH/10-11YEARBOOK	11/04/10	49812	55.00	55.00
8735485	VERZNL/SEPT2010	11/04/10	49852	11.11	
8735863	VERZNL/SEPT2010	11/04/10	49852	36.97	
1799	AUTOTECH/PRTRKSTERNG	11/04/10	49811	142.00	
1816	AUTOTECH/UNIT14OIL	11/04/10	49810	98.29	
PAYMNT1	MARZANO/WTRINPRVNTS	11/04/10	49829	195,113.85	195,113.85
RFND1145	DLVG/RFNDVPRYMNT	11/04/10	49819	54.00	54.00
POLICEDEPT	USAMEDIA/CABLEMODEM	11/04/10	49847	99.00	99.00
CHECKS TOTAL					217,905.20

NUMBER	YEAR	RECORD#	VENDOR NAME	AMOUNT	CHECK TOTAL	DATE	INVOICE#	DESCRIPTION
2011	2997			98.07			JLY-SEPT	SALES TAX PURCHASES
2011	2997			11.90			JLY-SEPT	SALES TAX PURCHASES
2011	2997			8.78			JLY-SEPT	SALES TAX PURCHASES
2011	2997			11.16			JLY-SEPT	SALES TAX PURCHASES
2011	2997			7.17			JLY-SEPT	SALES TAX PURCHASES
2011	2997			70.00			JLY-SEPT	SALES TAX PURCHASES
2011	2997			159.58			JLY-SEPT	SALES TAX PURCHASES
2011	2997			91.65			JLY-SEPT	SALES TAX PURCHASES
2011	2997			6.91			JLY-SEPT	SALES TAX PURCHASES
2011	2997			2.42			JLY-SEPT	SALES TAX PURCHASES
2011	2997			11.16			JLY-SEPT	SALES TAX PURCHASES
2011	2997			3.65			JLY-SEPT	SALES TAX PURCHASES
2011	2997			3.59			JLY-SEPT	SALES TAX PURCHASES
2011	2997			5.83			JLY-SEPT	SALES TAX PURCHASES
2011	2997			24.78			JLY-SEPT	SALES TAX PURCHASES
2011	2997			91.65			JLY-SEPT	SALES TAX PURCHASES
2011	2997			41.55			JLY-SEPT	SALES TAX PURCHASES
2011	2997			9.47			JLY-SEPT	SALES TAX PURCHASES
2011	2997			91.65			JLY-SEPT	SALES TAX PURCHASES
2011	2997			41.55			JLY-SEPT	SALES TAX PURCHASES
2011	2997			9.48			JLY-SEPT	SALES TAX PURCHASES
59452			STATE BOARD OF EQUALIZATI	802.00		11/05/10		
59453	2011	2998	DENISE GILLESPIE	495.90			NOV 5	GILLESPIE/TRVL ELECT TR

TYPED CHECKS TOTAL 1,297.90

(4)

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP

MONTH OF OCTOBER 2010

<u>BANK NAME</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>PERCENTAGE</u>
STATE TREASURY	LAIF	\$ 5,188,728.50	.480%
TOTAL INVESTMENT PORTFOLIO		\$ 5,188,728.50	

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

www.treasurer.ca.gov/pmia-laif
 November 18, 2010

CITY OF BISHOP

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

PMA Average Monthly Yields

Account Number:

Transactions
Tran Type Definitions

October 2010 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2010	10/14/2010	QRD	1290963	SYSTEM	6,911.26

Account Summary

Total Deposit:	6,911.26	Beginning Balance:	5,181,817.24
Total Withdrawal:	0.00	Ending Balance:	5,188,728.50



Bill Lockyer
California State Treasurer

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		

(9)

**Bishop Police Department
Interoffice Memorandum**

Date: 11/16/2010

Memo Log# BPD 100-10

To: Jim Southworth, City Administrator

From: Chris Carter, Chief of Police

Subject: Surplus and Found Property

I request approval from the City Council to authorize the disposition; destruction or sale of the following property per the agreement with Property Bureau established December 01, 2003.

UNCLAIMED FOUND PROPERTY

CASE #	DESCRIPTION	SERIAL #	PROPERTY TAG #	PROP BUR #
10-0556	Blk Coin Purse, \$11.70 USC	N/A	7890	N/A
10-0615	Brown Wallet, \$55.00 Pesos, \$77.00 USC	N/A	7901	N/A
10-0698	Silver Tracfone	707CYQ3449674	7915	000905
10-0583	Mastercraft A/S IV, P205/75R14 tire and rim.	N/A	7893	000906

This evidence is unclaimed because the owner did not respond to a notification letter or an owner of the property could not be located.



Chris Carter, Chief of Police

Date 11-16-10

**Bishop Police Department
Interoffice Memorandum**

Date: 11/16/2010

Memo Log# BPD 101-10

To: Jim Southworth, City Administrator

From: Chris Carter, Chief of Police

Subject: Bicycles to Donate to IMAH

I request approval from the City Council to donate the following bicycles to Inyo-Mono Association for the Handicapped (IMAH) per Section 217 of the Welfare and Institutions Code. IMAH meets all the requirements of this code for donation of these bicycles. All bicycles have been held for a minimum of 90 days as required by City Ordinance.

**BICYCLES THAT ARE FOUND PROPERTY
(COLOR RIBBONS)**

CASE #	DESCRIPTION	SERIAL #	CITY BIKE REG NUMBER	PROP. TAG #	DISPO DATE
10-0521	KHS Mtn Bike, Blu	U80207239	3152566	7885	10/14/10
10-0558	Huffy Mtn Bike, Blk/Red	BB03F33860	3152567	7888	10/27/10
10-0558	Huffy Mtn Bike, Red	SNHEZ09519495	3152568	7889	10/27/10
10-0608	Diamond Black, Mtn Bike, Red	I6H09012	3152569	7900	11/10/10
10-0644	Pacific Evolution Mtn Bike	SNSD08GW527	3152570	7906	11/28/10



Chris Carter, Chief of Police

Date 11-16-10

Received from the Bishop Police Department, the above listed bicycles as approved by the Bishop City Council.

Signature IMAH Representative

Date _____

**Bishop Police Department
Interoffice Memorandum**

Date: 12/01/2010 **Memo Log# BPD 103-10**
To: Jim Southworth, City Administrator
From: Chris Carter, Chief of Police
Subject: Bicycles to Donate to IMAH

I request approval from the City Council to donate the following bicycles to Inyo-Mono Association for the Handicapped (IMAH) per Section 217 of the Welfare and Institutions Code. IMAH meets all the requirements of this code for donation of these bicycles. All bicycles have been held for a minimum of 90 days as required by City Ordinance.

**BICYCLES THAT ARE FOUND PROPERTY
(COLOR RIBBONS)**

CASE #	DESCRIPTION	SERIAL #	CITY BIKE REG NUMBER	PROP. TAG #	DISPO DATE
10-0521	Grn Huffy Mtn Bike	CB02C2236	3152509	7884	10/14/10



Chris Carter, Chief of Police

Date 12-1-10

Received from the Bishop Police Department, the above listed bicycles as approved by the Bishop City Council.

Signature IMAH Representative

Date _____

(h)

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

Date:

November 30, 2010
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: This time is set aside to receive public comment on matters not calendared on the agenda.

Approval of Minutes:

- (1) Minutes of the Planning Commission meeting held on September 28, 2010 subject for approval.

Correspondence:

Caltrans – comments for 586 North Main Street and 380-A South Main Street

Action Items: If anyone wishes to appeal any decisions by the Planning Commission, they can do so by writing to the City Council within 5 days of the meeting.

- (2) **586 North Main Street** – Request for a Conditional Use Permit to place one 8’ x 20’ storage container at 586 North Main Street which is located in a C-1 (General Commercial and Retail District).
 - (a) **Public Hearing** – A public hearing will be held to hear and consider public input on the request for a Conditional Use Permit to place one storage container at 586 North Main Street which is located in a C-1 (General Commercial and Retail District).
 - (b) **Planning Commission Discussion and Possible Action** – Discussion and possible action on the request for a Conditional Use Permit to place one 8’ x 20’ storage container at 586 North Main Street which is located in a C-1 (General Commercial and Retail District).

- (3) **380-A South Main Street** – Request for a Conditional Use Permit to place one 8' x 20' storage container at 380-A South Main Street which is located in a C-1 (General Commercial and Retail District).
- (a) **Public Hearing** – A public hearing will be held to hear and consider public input on the request for a Conditional Use Permit to place one 8' x 20' storage container at 380-A South Main Street which is located in a C-1 (General Commercial and Retail District).
- (b) **Planning Commission Discussion and Possible Action** – Discussion and possible action on the request for a Conditional Use Permit to place one 8' x 20' storage container at 380-A South Main Street which is located in a C-1 (General Commercial and Retail District).
- (4) **156 Willow Street** – Request for a Conditional Use Permit to place two 8' x 20' storage containers at 156 Willow Street which is located in a C-1 (General Commercial and Retail District).
- (a) **Public Hearing** – A public hearing will be held to hear and consider public input on the request for a Conditional Use Permit to place two 8' x 20' storage containers at 156 Willow Street which is located in a C-1 (General Commercial and Retail District).
- (b) **Planning Commission Discussion and Possible Action** – Discussion and possible action on the request for a Conditional Use Permit to place two 8' x 20' storage containers at 156 Willow Street which is located in a C-1 (General Commercial and Retail District).

Staff and Commission Reports

Adjournment: The next regularly scheduled meeting of the Planning Commission will be December 28, 2010 at 7:00 P.M. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

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

September 28, 2010

CALL TO ORDER:

Chairman Huntley called the meeting to order at 7:02 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Huntley.

COMMISSIONERS PRESENT:

Lowthorp, Crom, Huntley, Gardner, and Bhakta

COMMISSIONERS ABSENT (Excused):

Hardy and Bloom

OTHERS PRESENT:

Richard F. Pucci, City Administrator
Peter Tracy, City Attorney
Gary Schley, Public Services Officer
Michele Thomas, Secretary

PUBLIC COMMENT

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

(1) APPROVAL OF MINUTES

MOTION

Commissioner Crom moved to approve the minutes of the August 31, 2010 meeting as written.

Ayes: Crom, Bhakta, Gardner, Lowthorp, and Huntley

MOTION CARRIED: 5-0

CORRESPONDENCE

PUBLIC HEARING

If anyone wishes to appeal any decisions by the Planning Commission, they can do so by writing to the City Council within 5 days of the meeting.

Chairman Huntley stated that he would have to disqualify himself as a commissioner because the applicant is a source of income for Huntley's personal business.

Commissioner Lowthorp opened the public hearing at 7:04 PM.

- (2) Request for a Conditional Use Permit to place one storage container at 444 South Main Street which is located in a C-1 (General Commercial and Retail District).

Lowthorp stated a letter was received from Caltrans asking the City to notify them of any Conditional Use Permits for storage containers so they may comment on the matters.

Steven Joseph, representing High Country Lumber, explained that presently there is a storage container on the property used for storage of record keeping, store fixtures, and shelving. The container is located in the back lot on the east side of the property. The container has no electrical, lighting or signs.

Commissioner Lowthorp closed the public hearing at 7:06 PM.

NEW BUSINESS

- (4) Request for a Conditional Use Permit to place one storage container at 444 South Main Street which is located in a C-1 (General Commercial and Retail District).

Commissioner Gardner made a motion to approve the request for a Conditional Use Permit to place one storage container at 444 South Main Street which is located in a C-1 (General Commercial and Retail District) with the conditions of no electrical, lighting, or signage, the container is to be maintained every 5 years or as needed, may not be used as a storage rental and is pursuant to the plans submitted.

Ayes: Gardner, Crom, Bhakta and Lowthorp

MOTION CARRIED: 4-0

Chairman Huntley rejoined the meeting.

PUBLIC HEARING

If anyone wishes to appeal any decisions by the Planning Commission, they can do so by writing to the City Council within 5 days of the meeting.

Chairman Huntley opened the Public Hearing at 7:15 PM.

- (3) Request to accept input on the proposed zone change request from R-1 (Single Family Residential District) to R-2000P (Medium High Density Residential District and/or Professional and Administrative Offices) at 187 Edward Street.

Gary Colbert, 186 Edward Street, sent a correspondence to the City of Bishop in favor of this proposal.

A petition with 17 signatures in favor of the zone change was presented.

Dwayne Wilson, representing Sabrina Associates, stated that they are requesting a zone change to R-2000P to allow more flexibility in developing the property. The property is currently in need of repair. The property is two lots with more than enough room for parking. Mr. Wilson contacted local residents and property owners and obtained 17 signatures in favor of the zone change.

Bhakta commented that it is nice to have a city that is zoned well and conforms. The property at 187 Edward Street seems to be a gap in between a particular use facility. Bhakta added that this project seems to aid the City with uniformity across the city map.

Huntley asked the proponent if there are any plans for residential or retail at this time. Mr. Wilson stated that at the moment there are no concrete plans for the property. Mr. Wilson did comment that the plan will include the back building. He added that it could be taken down or turned into a duplex. The one thing Mr. Wilson stated is that he wants to clean up between the two properties where a block wall was removed. He included that his intentions are not to build apartment buildings but to make the property financially feasible.

Vice Chairman Huntley closed the public hearing at 7:29 PM.

NEW BUSINESS

- (5) Request to accept input on the proposed zone change request from R-1 (Single Family Residential District) to R-2000P (Medium High Density Residential District and/or Professional and Administrative Offices) at 187 Edward Street.

Commissioner Crom made a motion to recommend to the City Council to approve the requested zone change from R-1 to R-2000 at 187 Edward Street.

Ayes: Crom, Bhakta, Gardner, Lowthorp and Huntley

NEW BUSINESS

- (6) Assignment of Planning Commission representative to speak at the 25 October, 2010 City Council meeting regarding the Pestmaster appeal action taken.

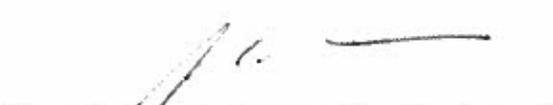
The present five commissioners will be unavailable for the 25 October City Council Meeting. Staff will make a request to Commissioner Hardy to ask if he would be available to attend the meeting. Pucci added that if there is not a Planning Commissioner available, staff will be able to read from the minutes of the 31 August Planning Commission meeting and review the issues that were discussed.

STAFF AND COMMISSION REPORTS:

Chairman Huntley asked if the commission is allowed to grant a time limit on a Conditional Use Permit. Tracy stated that the question can be placed on the agenda for the next Planning Commission meeting and be discussed.

ADJOURNMENT:

Chairman Huntley adjourned the meeting at 7:44 P.M. The next scheduled meeting will be October 26, 2010 at 7:00 P.M. in the City Council Chambers.


Chairman Huntley


Michele Thomas, Secretary

**BISHOP FIRE DEPARTMENT
ACTIVITY LOG**

(j)

November-10

Date	RunID #	ACTIVITY	City	District	Contract	Other
2-Nov	10-0211226	Overheated Equip., 4090 West Line St. Cerro Coso College				12
2-Nov		Training/Live Fire, Fire attack and Master Streams	11	12		
2-Nov	10-0211227	Good Intent, Cancelled En route, Hwy 395 Sherwin Grade				23
3-Nov		Departmental Meeting	13	12		
5-Nov	10-0511228	Brush Fire, East Line at Johnston Dr.		22		
6-Nov	10-0611229	Vehicle vs Tree, Highway 395 at Mill Creek Road				19
9-Nov	10-0911230	Good Intent, Cancelled En route, Hwy 395 Sherwin Grade				12
9-Nov	10-0911231	Structure Fire, 333 Sierra St. Unit 19	14			
9-Nov	10-0911232	EMS Assist, Cancelled En route, 1478 Argyle Lane		18		
10-Nov		Work Night	8	9		
11-Nov	10-1111233	Chimney Fire, 415 Ranch Road		15		
11-Nov	10-1111234	Brush Fire, Field So. of Lagoon and Edwards Street 1 of 3	20			
11-Nov	10-1111235	Brush Fire, Across from 387 See Vee Lane 2 of 3			22	
11-Nov	10-1111236	Brush Fire, Williams Creek East of Hwy 6 3 of 3				22
12-Nov	10-1211237	Brush Fire, Adj. to 2301 W Line St. and See Vee Ln 1 of 4			13	
12-Nov	10-1211238	Brush Fire, Brockman and Diaz Lane 2 of 4		14		
12-Nov	10-1211239	Brush Fire, Peoples Park W. Yaney St. 3 of 4	14			
12-Nov	10-1211240	Brush Fire, Rear of City Park 4 of 4	14			
13-Nov	10-1311241	Brush Fire, See Vee Ln across from 450 See Vee Ln			16	
13-Nov	10-1311242	Rekindle, See Vee Ln across from 450 See Vee Ln			14	
16-Nov		Training/Classroom, Rope and Knots	11	12		
17-Nov	10-1711243	Unauthorized Burning, Hwy 395 Near Sawmill Road				9
17-Nov		Departmental Meeting	15	14		
17-Nov	10-1711244	EMS Assist, 112 N. Main St. Rusty's	12			
18-Nov	10-1811245	Smoke Investigation, 350 N. Barlow Ln, Elders Building			12	
22-Nov	10-2211246	Service Call, Lift Assistance, 1529 Glenwood Lane		*		
22-Nov	10-2211247	Outside Fire, 2289 Sunrise Drive		12		
22-Nov		Training/Driver/Operator, Engine 4	1	1		
25-Nov	10-2511248	Vehicle Fire, Front of 2812 N. Sierra Hwy		13		
25-Nov	10-2511249	Fire Alarm Act., Malfunction, 1200 N. Main St. K-Mart	14			
25-Nov	10-2511250	Electrical Fire, 2367 Brigadoon Ave.		12		
26-Nov	10-2611251	Outside Trash Receptacle Fire, Near 1450 Matlick Lane		13		
28-Nov	10-2811252	Vehicle Accident, Sherwin Grade, Cancelled En route				17
28-Nov	10-2811253	HazMat, Propane Leak, 630 West Elm Street	13			
29-Nov	10-2911254	Electrical Fire, 2313 Grazide Cr.		15		
30-Nov		Training/Classroom, FF Driver Endorsement	13	14		

29 * Denotes 101 Response Only

Total Responding Personnel		Totals Calls
City	173	7
District	285	10
Contract	77	5
Other	114	7
		<hr/> 29



CITY OF BISHOP

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(k)

Department of Public Works Building Permits Issued

10/2010

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
10/7/2010	Sears Holding 1200 North Main Street Construction Retail Services In	relocate store fixtures	\$9,800.00	\$2.06	\$1.00
10/7/2010	LADWP 500 Lagoon Street Arrow Parking Lot Service, Inc	regrade storage lot	\$28,000.00	\$2.10	\$1.00
10/1/2010	Ethal Stewart 322 & 344 N Main St. Owner	repair front façade and overhang	\$700.00	\$0.50	\$1.00
10/1/2010	Reliable Foundary, Inc. 905 North Main Street Alpine Signs	sign	\$3,785.00	\$0.79	\$1.00
Commercial Totals			\$42,285.00	\$5.45	\$4.00
Residential					
10/26/2010	M. Lorena Lemus 263 S. Third Street owner	reroof	\$4,100.00	\$0.50	\$1.00
10/20/2010	WILLIAM & AMANDA LYO 369 WILLOW ST. BISHOP HEATING & A/C IN	new cooler and electrical	\$3,252.21	\$0.00	\$0.00
10/14/2010	Salomon Gutierrez 507 East Line Street owner	re roof	\$500.00	\$0.50	\$1.00
Residential Totals			\$7,852.21	\$1.00	\$2.00



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Department of Public Works Building Permits Issued

11/2010

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
11/24/2010	William L. Cooley 169 Willow Steet Dennis Vetter Construction	balloon wall	\$1,000.00	\$0.50	\$1.00
11/16/2010	The Toggery - Gary Sessums 115 North Main Street RD Allen's Roofing	re roof	\$2,500.00	\$0.53	\$1.00
11/12/2010	Comfort Inn Bishop 805 N. Main St Rudolph Construction, Inc	rebuild front door window	\$2,500.00	\$0.53	\$1.00
11/4/2010	Escondido Partnership 1180 North Main Street Matias Cervantes	replace damage to building	\$5,910.00	\$1.24	\$1.00
11/4/2010	Erick Schat 757 N. Main St Bird Construction	stucco exterior	\$12,500.00	\$2.63	\$1.00
11/2/2010	Rohit Bhakta/Americas Best V 192 Short Street owner	replace room doors	\$1,500.00	\$1.58	\$1.00
Commercial Totals			\$25,910.00	\$7.01	\$6.00
Residential					
11/18/2010	Kurt & Alice Johnson 471 Short Street BISHOP HEATING & A/C IN	replace propane furnace	\$4,682.86	\$0.00	\$0.00
11/17/2010	Wells Fargo/Wachovia 736 Grove Street John Musch Plumbing Inc.	Heater installation	\$1,500.00	\$0.00	\$0.00
11/12/2010	Marc Aukee 686 North Fowler Street owner	switch hot water heater tank	\$500.00	\$0.00	\$0.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
11/3/2010	Colin Broadwater 281-D South Street	electrical work	\$500.00	\$0.00	\$0.00
11/2/2010	Jesus Perez 437 West Elm Street Eldridge Electric	meter service	\$2,811.00	\$0.00	\$0.00
11/2/2010	Andrew & Karen Kong 415 Short Street Ken Carpenter	bathroom remodel	\$6,500.00	\$0.65	\$1.00
Residential Totals			\$16,493.86	\$0.65	\$1.00



AGENDA ITEM NO.

4

RECEIVED

DEC 06 2010

CITY OF BISHOP

December 2, 2010

Mr. Richard Pucci
City of Bishop
P.O. Box 1236
Bishop, CA 93515

Dear Mr. Pucci:

We have recently been notified that KCET- PBS 28, Los Angeles will be changing their affiliation from *PBS* to *Independent* as of January 1, 2011. In order for our customers to not lose the exceptional programming of PBS such as... Sesame Street, Antiques Roadshow and Masterpiece, we will be making a change to our Bishop/Inyo County lineup. As of January 4, 2011, we will be dropping KCET and replacing it with new PBS affiliate KOCE. Customer notifications will be made in this Saturday's Inyo County newspaper December 4, 2010.

For further questions, please feel free to contact me directly at 530.550.3922

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Oelkers", written over a white background.

Jason Oelkers
California System Manager
530.550.3922

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **ORDINANCE NO. 533 – RELATING TO PARK RULES AND REGULATIONS / CITY SKATE PARK/TRACK**

DATE: DECEMBER 13, 2010

Discussion: November 8, 2010 Study Session
First Reading: November 22, 2010
Budget/Source: N/A

Attachments: Final Draft of Ordinance No. 533
Staff Memorandum

BACKGROUND/SUMMARY:

Following discussion of ways to deter graffiti, vandalism, and inappropriate activities at the City Park, staff recommended revisions to the City's Municipal Code as outlined in Ordinance No. 533. These amendments are to various sections in Chapter 9.24 *City Park Rules And Regulations* and Chapter 9.25 *City Skate Park/Track*.

The Assistant City Administrator/Community Services Director's memorandum from November 22nd is attached as well as the final draft of Ordinance No. 533 that was revised and approved at that meeting.

RECOMMENDATION:

Consideration of approving the second reading and adoption of Ordinance No. 533 by title only with passage to print.

MEMORANDUM

TO: James M. Southworth, City Administrator

FROM: Keith Caldwell, Assistant City Administrator/Community Services Director KSC

DATE: December 13, 2010

SUBJECT: Request changes to Bishop Municipal Code Chapter 9.24 – City Park Rules and Regulations and Chapter 9.25 – Skate Park and Track. Second Reading, Adoption.

Following recent incidents in City Park involving damage to skate park fencing, graffiti on the picnic tables and trash cans emptied, staff suggests a review and possible revision of the City Ordinances pertaining to park hours and skate park/track rules and regulations.

Over the past month City Staff documented several incidents involving graffiti, trash cans emptied throughout the park, as well as a large number of unsupervised teens creating verbal and physical altercations. Police are aware of the situation and have provided warnings and issued some citations, but the problems remain.

Many of these children are in the park after dark which provides, in staff's opinion, a potentially unsafe and unhealthy environment. It has been during these after dark hours incidents occur.

On November 8, 2010, staff provided Council with an update and possible suggestions for changes in the current ordinances to address these issues.

A first reading was made at the November 22 City Council meeting.

RECOMMENDATION:

The Community Services Department request revision of Ordinance Chapters 9.24 - City Park Rules and Regulations and Chapter 9.25 – Skate Park and Track.

Adopt revisions.

ORDINANCE NO. 533

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING TITLE 9, PUBLIC PEACE, MORALS AND WELFARE, CHAPTERS 9.24 AND 9.25, OF THE BISHOP MUNICIPAL CODE RELATING TO THE BISHOP CITY PARK

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

SECTION 1. SECTION 9.24.020(C) AND 9.24.030 OF CHAPTER 9.24 CITY PARK RULES AND REGULATIONS are hereby amended to read as follows:

9.24.020 Unlawful acts in public park. “C. Be in the city park between the hours of ten p.m. and six a.m., of the following day without a special permit issued by the city.”

9.24.030 Exceptions. “The provisions of the above sections shall neither prohibit persons from engaging in authorized recreational activities conducted or scheduled by the city, nor prohibit persons from traveling through the park on established roadways or pathways.”

SECTION 2. SECTION 9.25.020, 9.25.030 AND 9.25.050(B) OF CHAPTER 9.25 CITY SKATE PARK/ TRACK are hereby amended to read as follows:

9.25.020 Uses

“A. Except as provided in sub-paragraph B and C below, only persons using skateboards or skates (including, but limited to, roller skates, in-line skates and roller blades) bicycles or non-motorized scooters are allowed on the skate park/track.

B. Parents, (including step-parents), grandparents (including step-grandparents), legal guardians, and all other adult persons having legal authority over a minor who is legally using the skate park/track are allowed on the skate park/track concurrently with such minor’s use of the skate park/track.

C. City employees and all other persons authorized by the Community Services Director may be on the skate park/track at any time.”

9.25.030 Days and hours of operation. “The Bishop skate park/track shall be open daily according to the following schedule: Open 8:00 a.m. daily. Closed thirty (30) minutes after sunset.

Skateboards and skates

Mondays – 8:00 a.m. to 12:00 p.m.

Tuesdays – 8:00 a.m. until closing

Thursdays – 8:00 a.m. until closing

Saturdays – 8:00 a.m. until closing

Bicycles and non-motorized Scooters

Mondays – 12:00 p.m. until closing

Wednesdays – 8:00 a.m. until closing

Fridays – 8:00 a.m. until closing

Sundays – 8:00 a.m. until closing

The park may be closed from time to time for other special events in the park. No person shall be allowed in the designated skate park/track area outside of the abovementioned hours of operation.”

9.25.050 Safety requirements. “B. Except as set forth in Section 9.25.020 above, no person is allowed on the city skate park/track.”

SECTION 3. All other ordinances, rules and regulations of the City of Bishop and all provisions of the City Code inconsistent herewith, are hereby repealed.

SECTION 4. That except as specifically provided herein, all ordinances and all provisions of the Bishop Municipal Code remain in full force and effect.

SECTION 5. This ordinance shall be in full force and effect thirty (30) days from and after its passage and adoption.

SECTION 6. 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 13th day of December, 2010.

JEFF GRIFFITHS, MAYOR

ATTEST: James Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR

SUBJECT: POTENTIAL APPOINTMENT OF POLICE CHIEF

DATE: DECEMBER 13, 2010



BACKGROUND/SUMMARY:

A closed session was scheduled for the 4:00 p.m. Study Session relating to the potential appointment of the City of Bishop Police Chief.

RECOMMENDATION:

If appropriate, as a follow up to the closed session held earlier, the Council will announce if any action was taken.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **LiDAR Request for Proposals**

DATE: 9 December 2010

Discussion: 27 July 2009 – Approve CDBG application
First Reading: n/a
Budget/Source City Water and Sewer Funds

Attachments:

1. David Grah's 7 December 2010 memo
2. Draft Request for Proposals

BACKGROUND/SUMMARY:

Director Grah's request to advertise a Request for Proposals (RFP) for LiDAR (Light Detection and Ranging) data for GIS mapping is attached. LiDAR is useful in planning and engineering mapping, and facility/infrastructure development.

RECOMMENDATION:

Authorize releasing a Request for Proposals (RFP) for LiDAR (Light Detection and Ranging) data collection.



To: James M. Southworth, City Administrator
From: David Grah, Director of Public Works
Subject: Release LiDAR Request for Proposals
Date: 7 December 2010

General:

Public Works is ready to release a Request for Proposals (RFP) for LiDAR (Light Detection And Ranging) data collection and provision.

Background:

LiDAR technology uses an airborne laser to rapidly collect a huge amount of precise data about the location and elevation of the ground and things on the ground. Things on the ground include buildings and vegetation. The information produced about the ground can be extremely useful in planning and engineering studies. The information produced about vegetation can be useful for environmental and fire risk studies. The information produced about buildings can be useful for emergency planning and response.

In December 2009, an application was submitted for Community Development Block Grant (CDBG) funding for the Bishop LiDAR project. Because of confusion on the part of the state about the status of the Housing Element of the Bishop General Plan, the application was denied. In August 2010 the state indicated it would not be accepting applications for CDBG funds for the foreseeable future.

Several projects including the Water Tank project and the Sewer Plant Headworks project will benefit from the data produced by the LiDAR project. Because of this benefit, funding for the effort is from the water and sewer capital improvements budgets. In addition to the benefit to capital projects such as these, the LiDAR data would provide significant general value to the city's Geographic Information System (GIS). Finally, the data, specifically building footprint map data, should be very useful in emergency planning and response.

The 2011/2011 and 2011/2012 fiscal year budgets include funding for the LiDAR project as part of the water and sewer Capital Improvements Line Items (004-050-56027 and 002-051-56027). Because the LiDAR data should be of value to other agencies and organizations in the Bishop area, it is likely much of the cost of the project could be offset by selling the data to these agencies and organizations. The Bishop Paiute Tribe and Southern California Edison have both indicated interest in the LiDAR data. Other agencies that may be interested in the LiDAR data include the Los Angeles Department of Water and Power and Inyo County.

The attached RFP has been drafted with assistance of several firms with expertise in the LiDAR industry and is ready for release.

Recommendation:

Approve the release of the LiDAR RFP.



CITY OF BISHOP

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DRAFT Request For Proposals

LiDAR Data Collection and Provision

Release: 14 December 2010

Close: 14 January 2011

Contact: David Grah, Director of Public Works

General: The City of Bishop requests proposals for LiDAR (Light Detection And Ranging) data collection and provision.

Purpose: The purpose of the project is to collect, process, and provide LiDAR terrain, vegetation, and structure data sets in Geographic Information System (GIS) and other formats for the areas shown on the attached map. The data sets will be used for ground modeling for development and utility planning, flood studies, and aerial photo orthorectification, for vegetation characterization, and for building footprint and structure depiction related to emergency response.

Scope: The scope of the project includes all the work to plan, collect, process, and provide the LiDAR data.

In general, work and data shall meet recognized standards including Federal Emergency Management Agency's (FEMA) Guidelines and Specifications for Flood Mapping Hazard Partners, Appendix A, the American Society of Photogrammetry and Remote Sensing (ASPRS) Guidelines for Vertical Accuracy Reporting for LiDAR Data, Federal Geographic Data Committee (FGDC) Geospatial Positioning Accuracy Standards – National Standard for Spatial Data Accuracy (NSSDA), and ASPRS Digital Elevation Model Technologies and Applications. GIS data shall use North American Datum (NAD) 1983, North American Vertical Datum (NAVD) 1988, be in United States Survey feet, and projected in California State Plane Zone 4. Break lines shall meet United States Geological Survey (USGS) National Geospatial Program LiDAR Guidelines and Base Specification Version 13. Vertical Root Mean Square Error shall 15 centimeters or better.

GIS data used to depict the LiDAR areas on the attached map is available.

The scope of work should provide the ground, vegetation, and structure data discussed below and could be modified up or down in such a way that the city would receive best value consistent with available funding.

Selection of a contractor, negotiating a contract, and obtaining City Council approval can be expected to take one to three months. Otherwise, project schedule can be substantially tailored to contractor recommendations.

All data sets should include raw data and metadata. Planning and preparation work such as establishing ground control points, if necessary, shall be included in work.

Ground Data: Break-lines, bare earth Terrain Irregular Network (TIN), Digital Terrain Model (DTM), 1 meter uniform grid Digital Elevation Model, 2 foot contours, 1 foot contours as an option, and shaded relief.

Vegetation: Vegetation cover polygons, canopy density, canopy volume, and stand height.

Structures: Structure (buildings) footprint polygons and roadway and other impervious surface outline polygons.

Proposal: A qualifying proposal must address the entire scope of consultant services and include:

1. Brief description of firm, contact person, address, telephone number, and e-mail address.
2. Resumes of staff involved.
3. Description of approach to work and description of proposed delivery products.
4. Three references at small rural agencies where firm has implemented similar projects.
5. Proposed work schedule.
6. Proposed basis of consultant compensation (such as cost plus or lump sum).
7. Estimated cost and assumptions used to develop estimate for each of the two areas shown on the attached map.

8. Description of quality control processes.

Proposals must be received no later than 1500 (3 pm) on the closing date of this Request for Proposals (RFP). Send proposals to:

David Grah
Director of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514
publicworks@ca-bishop.us

Three paper copies and one electronic copy of the proposal clearly marked with the title of the RFP shall be submitted.

Selection Process: The consultant will be selected based on the experience and ability of the firm and staff to accomplish the scope of work, based on the proposal and considering the effective use of funds. Each firm will be rated based on the requirements of this RFP.

The City will attempt to negotiate contracts with the highest rated firm. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful firm.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Well 3 Pasture Lease**

DATE: December 13, 2010

Discussion: 8 November 2010
First Reading: n/a
Budget/Source Water Fund Income

Attachments: 1. David Grah's 7 December 2010 memo

BACKGROUND/SUMMARY:

Director Grah's report on leasing the 2 acre well site on Sunland Avenue for pasture use is attached for Council review. There are no improvements or water on the site.

RECOMMENDATION:

Consider approval and execution of the new lease.



COPY

To: James M. Southworth, City Administrator
From: David Grah, Director of Public Works
Subject: Execute Well 3 Pasture Lease
Date: 7 December 2010

General:

Public Works is ready to execute the lease for the Well 3 Pasture.

Background:

The city owns a 2 acre well site on Sunland Avenue shown on the attached map. The property is leased as pasture even though it does not have a water source available. The last lease expired 1 January 2010. Since the lease expired, the lessee is continuing use of the property on a month to month basis.

Lease of the pasture was advertised 9 November and bids were opened 29 November. One bid was received from David and Carolyn Jarvis for \$850 for 2011.

Recommendation:

Approve the execution of the lease for the Well 3 Pasture based on the bid received.



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Department of Public Works

Lease of Well 3 Pasture

1. **Property:** The City of Bishop owns property on Sunland Avenue shown on the attached map. The property does not include surface water or other water supply.
2. **Scope:** The city hereby leases to lessee the pasture for the following agricultural purposes:
 - Pasture for not more than 3 horses
3. **Term:** The term of this lease is from the date the lease is fully executed through 31 December 2013 and can be extended 3 years by written mutual agreement.
4. **Rent:** Rent for 2011 shall be \$850. Rent shall increase by 5% each year after as follows:

<u>Date</u>	<u>Payment</u>
January 1, 2011	\$850.00
January 1, 2012	\$892.50
January 1, 2013	\$937.13

5. **Payment:** Rent shall be paid before the property is used by the lessee and on each first day of January. Rent shall be paid to:

Department of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514

6. **Damages:** Lessee, hereby assumes all risk of injury or damage to persons or property from every source and lessee shall hold city and each of their directors, officers, employees and agents harmless on account of any such damage or injury, provided, however, that lessee shall not be liable to city for damage or injury to city property caused by earthquake or other so-called Acts of God.
7. **Insurance:** Prior to the beginning of and throughout the duration of lease, the lessee will maintain insurance in accordance with the following.
 - Lessee shall provide General Liability Insurance with limits no less than \$250,000 per occurrence for all covered losses and no less than \$500,000 general aggregate. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits.
 - If the lessee is a firm, lessee shall provide Workers' Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

- 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 lessee or to others involved in the lease.
 - 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.
8. **Indemnity:** As an express and material term of this lease, lessee 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 use. Lessee 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 lessee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity under this lease.
 9. **Duty to Defend:** As an express and material term of this lease, lessee 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 lease. Lessee'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 lessee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity involved in the lease.
 10. **Legal Costs:** In the event of any controversy, claim or dispute arising out of or relating to this lease 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.
 11. **Assignment:** This lease shall not be assigned. The pasture shall not be sublet.
 12. **Security:** Lessee shall keep all gates and fences secured.
 13. **Access:** Lessee shall at all times provide access to the city to move equipment to the monitoring well site and other locations on the property.
 14. **Improvements:** Lessee shall install, if needed, and maintain, a perimeter fence around pasture. All such improvements shall become the property of the city at the termination of the lease.
 15. **Debris:** Lessee shall keep pasture free of debris.

16. **Termination:** Lessor may at any time and without cause, terminate this lease by giving lessee 30 days written notice. If this Lease is cancelled pursuant to this provision, lessor shall refund to Lessee rent paid in advance by Lessee, on a monthly prorated basis, which is attributed to that portion of the unexpired Lease period for which such advance rent has been paid.

Agreed to by:

City:

Lessee:

James M. Southworth
City Administrator

Date

Name:
Title:

Date

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Mac Iver Street Lighting Project Contract**

DATE: 9 December 2010

Discussion: 13 September 2010, 25 October 2010
First Reading: n/a
Budget/Source Federal Earmark

Attachments: 1. David Grah's 7 December 2010 memo

BACKGROUND/SUMMARY:

Director Grah's report on bids received and bid award recommendation for the *Mac Iver Street Lighting Project Contract* is attached.

RECOMMENDATION:

Consider approval and execution of the contract with Conspec Incorporated for the Mac Iver Street Lighting Project Contract not to exceed \$9,448.95.



To: James M. Southworth, City Administrator
From: David Grah, Director of Public Works
Subject: Award Mac Iver Street Lighting Project Contract
Date: 7 December 2010

General:

Public Works is ready to award and execute the Mac Iver Street Lighting project construction contract.

Background:

The Mac Iver Street Lighting project is the last phase of the larger effort taken in recent years to extend and improve Mac Iver Street. The lighting project will install a single no-glare street light about the middle of the street extension. This location is about half way between Sunrise Mobile Home Park and Spruce Street and is on the north side of Mac Iver Street. A single light at this location is expected to provide safe, comfortable, no-glare lighting on a currently unlit portion of Mac Iver Street.

Southern California Edison (SCE) installs and maintains the streetlights in this part of the city. The proposed light would be added to the street lights they installed and maintain along Spruce Street. Since SCE installs the lights, the proposed advertisement only covers the installation of the underground conduit and pull-boxes needed to run the wiring to the new light. Once the conduit and boxes are in place, SCE will install the light itself. The details of this SCE installation are still being developed, but the idea is to match the general appearance of the lights on Spruce Street with the exception of using a no-glare light head and using much wider light spacing. In a separate effort, modifications to reduce glare from lights on Spruce Street are still being pursued.

Funding for this lighting project is through the United States Department of Housing and Urban Development (HUD) grant arranged through Congressman Buck McKeon. Reimbursement from HUD for work on the project has been challenging to obtain but has so far always been received when requested. Reimbursement for the proposed advertised construction project is expected to be successful as well. In the event we were not reimbursed for our work by HUD, Proposition 1B funds can be used to pay for this project. In any event, the installation of the street light is important and justifies the use of either type of funding. This project is in the city's 2010/2011 budget as line item 042-000-56027. The budget includes \$70,000 for the installation of the new light which includes the work covered in the proposed contract.

No bids were received for the project the first time it was advertised. The project was re-advertised with bids opened 29 November 2010. Five bids were received:

Bidder and Location	Bid
Conspec, Lee Vining	\$8,999.00 (second lowest)
Rollins Electric, Bishop	\$7,078.22 (lowest)
Eldridge Electric, Bishop	\$15,675.00
BWW and Company, Redlands	\$11,287.99
PTM General Engineering, Riverside	\$19,019.00

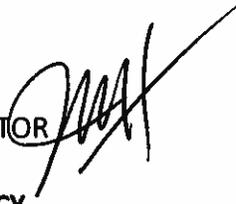
Because federal funding is involved and since that funding prohibits contracting preferences, contracting preferences do not apply to these bids. If the did apply, contracting preferences would not have affected the bid results.

Unfortunately, due to a misunderstanding about the insurance requirements on the project, Rollins Electric, the low bidder, withdrew their bid. As a result the 10% bid security Rollins posted will be retained by the city. The second lowest bid from Conspec has been determined to be responsive. With a recommended 5% contingency added, Conspec's bid is \$9,448.95.

Recommendation:

Award the construction contract to Conspec Incorporated, approve its execution, and authorize the expenditure of up to \$9,448.95 through the contract.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **UPDATE ON COMMISSION TERMS / VACANCY**

DATE: DECEMBER 13, 2010

BACKGROUND:

The term on the Parks and Recreation Commission held by John Weatherford is expiring on January 11, 2011. An advertisement was published in the Inyo Register for four weeks as well as posted on the City's website. One application was received from Alex (Skandar) Reid and a letter of interest in reappointment was received from the incumbent. Deadline was December 1. It is recommended interviews will be scheduled January 3-5 with appointment scheduled on the January 10, 2011 agenda.

There is a vacancy on the Water and Sewer Commission created by the recent resignation of Clarence Martin. The term for this seat will expire November 8, 2012. An ongoing advertisement is in the Inyo Register and posted on the City's website. A press release was also done. The deadline for applications is December 17. One application has been received to this point. Interviews can be scheduled on the same day as the Parks and Recreation Commission interviews and the same Council Members can serve on both committees. Appointment to this vacancy is schedule for the January 10, 2011 meeting in order for the new commissioner to attend the commission meeting on January 11, 2011.

RECOMMENDATION:

Consideration for setting the review date options for interviews January 3-5, 2011 and appointing two Council Members to serve on both interview committees for the Parks and Recreation and Water and Sewer Commission.

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **BUDGET ADJUSTMENT/TRANSFER FY 2010-2011**

DATE: DECEMBER 13, 2010

Attachment: Finance Department Memorandum

BACKGROUND/SUMMARY:

Attached is a Budget Adjustment/Transfers Report for Fiscal Year 2010-2011 through November 30, 2010 from Cheryl Solesbee, Accounting Secretary. Action to approve the transactions will bring the listed accounts into reconciliation with expenditures for that period.

RECOMMENDATION:

Consideration of approving the budget adjustments/transfer for Fiscal Year 2010-2011 through November 30, 2010 as presented.

TO: City Council/City Administrator
 FROM: Cheryl Solesbee, Accounting Secretary
 DATE: December 13, 2010
 SUBJECT: Budget Adjustments/Transfers

The following are budget adjustments and transfers which would bring the listed accounts into reconciliation with expenditures through November 30, 2010.

BUDGET ADJUSTMENT AS FOLLOWS:
From Unbudgeted Reserves

FUND	AMOUNT	TO FUND/DEPT	AMOUNT
General Fund	\$ 2,050	Fire Dept	
		001-021-52018	\$ 50
		Spec Dept Supplies	
		Note:Reimb from Volunteers	
		Legal Services	
		001-014-55040	\$ 2,000
		Litigation Services	

<u>From</u> <u>Department Line Item</u>		<u>To</u> <u>Department Line Item</u>	
Administration			
001-011-51022	\$ 300	001-011-52011	\$ 300
PARS System		Adv/printing	
Finance			
001-012-51025	\$ 2,400	001-012-51004	\$ 1,000
Retire Health Ins		Overtime	
		001-012-51011	\$ 1,400
		Medicare Tax	
Elections			
001-018-52018	\$ 100	001-018-52011	\$ 100
Spec Dept Supplies		Adv/printing	
Fire			
001-021-52013	\$ 300	001-021-52015	\$ 300
Communications		Prof/tech Services	

From
Department Line Item

To
Department Line Item

Planning
001-034-52015 \$ 20
Prof Services

001-034-52018 \$ 20
Spec Dept Supplies

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: CANCELLATION OF DECEMBER 27 CITY COUNCIL MEETING

DATE: DECEMBER 13, 2010

BACKGROUND/SUMMARY:

In the past, Council has canceled the second regular meeting in December due to the Christmas holidays and potential lack of a quorum. The next regularly scheduled meeting would be January 10, 2011.

RECOMMENDATION:

If Council so desires, consideration is requested to cancel the 4:00 p.m. Study Session and the 7:00 p.m. regularly scheduled meeting of Monday, December 27, 2010.