



**CITY OF BISHOP
AGENDA
SPECIAL MEETING
"COUNCIL ON CAMPUS"**

Bishop Union High School Auditorium – 301 N. Fowler Street - Bishop, California

NOTICES TO THE PUBLIC

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

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

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

**MONDAY, MARCH 12, 2012
10:00 A.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

INTRODUCTIONS AND EXPLANATION OF PROCEEDINGS

DEPARTMENT HEAD REPORTS

1. Fire Chief Ray Seguire
2. Police Chief Chris Carter
3. Public Works Director/City Engineer Dave Grah
4. City Administrator / Community Services Director Keith Caldwell

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

SCHEDULED DISCUSSION

1. Recognition of Bishop High School athlete – Jaime Ruelas
2. Introduction of Police Officer Brent Gillespie and K9 X-Ray
3. Presentation of city tile to Barry Simpson for community service as Parks and Recreation Commissioner

- 4. Current 7:00 p.m. agenda items
 - A. Council Reorganization 2012
 - B. Warren Street Improvement Project consultant contract
 - C. Public Hearing – Fees and Charges for City services for Fiscal Year 2012-2013
 - D. Introduction of ordinance amendment for Chapter 3.22 Fees and Charges for City services
 - E. Adoption of final budget for FY 2011-2012 / Amendments to preliminary budget for FY 2012-2013
 - F. Public Hearing – Environmental Review for RJG Plaza signage at 174 South Main Street
 - G. Negative Declaration – RJG Plaza signage at 174 South Main Street
 - H. Public Hearing Environmental Review – City Dog Park
 - I. Negative Declaration – City Dog Park

5. Future agenda items

DISCUSSION

- 1. Councilmember Jim Ellis – Absent
- 2. Councilmember Susan Cullen
- 3. Councilmember Jeff Griffiths
- 4. Mayor Pro Tem Dave Stottlemyre
- 5. Mayor Laura Smith

OPPORTUNITY FOR QUESTIONS AND ANSWERS

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

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: PRESENTATION TO BISHOP HIGH ATHLETE – JAIME RUELAS

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY

The Council would like to take time to briefly honor Bronco athlete Jaime Ruelas for winning CIF Champion Coastal Division – 170 pound weight class. He will also be attending the evening meeting to receive a commendation.

RECOMMENDATION

Call Jaime to the podium for recognition of his accomplishments.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: PRESENTATION – BARRY SIMPSON PARKS & RECREATION COMMISSIONER

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY

Barry Simpson has served on the Parks and Recreation Commission since June 2005. He will be leaving the commission at the end of his term on March 25, 2012.

RECOMMENDATION

Council recognition of Barry Simpson's seven years of community service on the Parks and Recreation Commission and presentation of the city tile.

AGENDA PLANNING FOR UPCOMING MEETINGS

MON – MARCH 26, 2012 MEETINGS

4:00 PM

- CDBG grant application - Larry Emerson

7:00 PM

- Recognition of JV Mathletes – League Championship
- Quarterly Citizen Award – 1st Quarter
- Appointment of Parks and Recreation Commissioner for four-year term
- Ordinance for Amending and/or adding new fees – Adoption
- Resolution adopting Fees and Charges
- Public Hearing – Cross Fit Gym set aside commercial parking requirements – 162 Willow
- Negative Declaration – Cross Fit Gym – set aside commercial parking requirements – 162 Willow
- Water Storage Tank Project – Work Order 4
- Approve sewer trunk consultant contract
- Approval of state budget for Sunrise Mobile Home Park
- Closed Session - Negotiations

MON – APRIL 9, 2012 MEETINGS

4:00 PM

- Effects of election consolidation on annual reorganization

7:00 PM

MON – APRIL 23, 2012 MEETINGS

4:00 PM

7:00 PM

- Advertise Church St Water Project
- Award Wye Road Storm Drain Project
- Award Auditorium Sidewalks Project.

MON – MAY 14, 2012 MEETINGS

4:00 PM

7:00 PM

TUES, MAY 29, 2012 MEETINGS

4:00 PM

7:00 PM



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

NOTICES TO THE PUBLIC

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

MONDAY, MARCH 12, 2012
7:00 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PRESENTATION

- (1) Council will make a presentation to Bronco athlete Jaime Ruelas CIF Champion Coastal Division – 170 pound weight class.

DEPARTMENT HEAD REPORTS

- (2) Updates on department activities will be given by the Department Heads
 - A. Fire Chief Ray Seguire
 - B. Police Chief Chris Carter
 - C. Public Works Director/City Engineer Dave Grah
 - D. City Administrator/Community Services Director Keith Caldwell

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

(3)

FOR APPROVAL/FILING

Minutes

- (a) Study Session – 2/13/12
- (b) Council Meeting – 2/13/12
- (c) Study Session – 2/27/12
- (d) Council Meeting – 2/27/12
- (e) Warrant Register – February 2012
- (f) Investment Portfolio – January 2012

- (g) Personnel Status Change Report
- (h) Alcoholic Beverage License Application – Holy Smoke BBQ

FOR INFORMATION/FILING

Minutes
Reports

- (i) Planning Commission – 1/31/12
- (j) Fire Department Activity Log – 2/12
- (k) Police Department Patrol Statistics Jan-Feb 2011 / 2012
- (l) Public Works Building Permits Report – February 2012
- (m) Sewer Fund Monthly Balances 2011-2012
- (n) Water Fund Monthly Balances 2011-2012

PUBLIC HEARINGS

- (4) CITY FEES AND CHARGES FY 2012-2013 – A public hearing will be held to hear and consider public comment on proposed fees and charges for Fiscal Year 2012-2013. Increases are proposed in Community Services, Public Works and Planning Departments. No action is requested at this meeting on the proposed fees increases.
- (5) ENVIRONMENTAL REVIEW – 174 SOUTH MAIN STREET – A public hearing will be held to hear and consider public comment on an Initial Study and Negative Declaration to allow RJG Plaza to set aside Bishop Municipal Code Section 17.76-100 Signs-Commercial District at 174 South Main Street located in a C-a Zoning District (General Commercial and Retail).
- (6) ENVIRONMENTAL REVIEW – CITY DOG PARK – A public hearing will be held to hear and consider public comment on an Initial Study and Negative Declaration to allow the City of Bishop to construct and maintain a Dog Park to accommodate off-leash dog activity within the Bishop City Park located in an O-C Zoning District (Open Space).

NEW BUSINESS

- (7) NEGATIVE DECLARATION - 174 SOUTH MAIN STREET – Consideration to adopt a Negative Declaration to allow RJG Plaza to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial District at 174 South Main Street located in a C-1 Zoning District (General Commercial and Retail) – Planning Department.
- (8) NEGATIVE DECLARATION – CITY DOG PARK – Consideration to adopt a Negative Declaration to allow the City of Bishop to construct and maintain a Dog Park to accommodate off-leash dog activity within the Bishop City Park located in an O-C Zoning District (Open Space) – Planning Department.
- (9) WARREN STREET CONSULTANT CONTRACT – Consideration of approval to execute the Warren Street Improvement Project consultant contract with Triad Holmes Associates of Bishop; approve the execution of Work Order 1 under this contract; and authorize expenditure under Work Order 1 not to exceed \$95,000 – Public Works Department.
- (10) RESOLUTION NO. 12-09 MACIVER STREET EXTENSION EASEMENT – Consideration to adopt a resolution accepting an Easement Grant Deed from the Los Angeles Department of Water and Power for the MacIver Street Extension roadway and utility purposes – Public Works Department.

- (11) PUBLIC WORKS INTERN POSITION – Consideration to waive the hiring freeze, advertise and fill the Public Works Intern position for a period of ten weeks funded by the water and sewer programs – Public Works Department.
- (12) ORDINANCE NO. 538 – AMENDING MUNICIPAL CODE RELATING TO CITY FEES/CHARGES – Consideration to approve the introduction/first reading of ordinance amending Title 3 Revenue and Finance Chapter 3.22 entitled “Fee and Service Charge Revenue/Cost Comparison System” of the Bishop Municipal Code – Administration.
- (13) FINAL BUDGET FY 2011-2012 / AMENDMENTS TO PRELIMINARY BUDGET FY 2012-2013 – Consideration to adopt the final budget for Fiscal Year 2011-2012 and the amendments to the Preliminary Budget for Fiscal Year 2012-2013 – Finance Department.
- (14) REQUEST TO WAIVE HIRING FREEZE – Consideration to waive the hiring freeze to allow the Community Services Department to fill seasonal and part-time staff positions – Community Services Department.
- (15) BUDGET ADJUSTMENTS AND TRANSFERS FY 2011-2012 – Consideration to approve budget adjustments and transfers for Fiscal Year through February 29, 2012 – Administration/Finance.
- (16) WAIVE THE FORMAL BID PROCEDURE – Consideration to waive the formal bid procedure to purchase a new unit to replace the K9 vehicle that was totaled in a collision in December – Police Department.

REORGANIZATION

- (17) Selection of Mayor and Mayor Pro Tem (City Administrator will conduct the election for Mayor. After the selection of Mayor, the newly-elected Mayor will conduct the selection of Mayor Pro Tem).
- (18) Review and approval of Mayoral Committee Appointments.

COUNCIL AND COMMITTEE REPORTS

CLOSED SESSION

- (19) CONFERENCE WITH LABOR NEGOTIATOR Keith Caldwell, City Administrator, pursuant to Government Code § 54957.6(a) – Bishop Employees Association, Bishop Police Officers Association, Mid-Management, Management.

REPORT ON ACTIONS TAKEN IN CLOSED SESSION IF REQUIRED

ADJOURNMENT

Monday, March 26, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, April 9, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, April 23, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Monday, May 14, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers
Tuesday, May 29, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KAC*

SUBJECT: **PRESENTATION TO BISHOP HIGH ATHLETE – JAIME RUELAS**

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY

The Council would like to take time to briefly honor Bronco athlete Jaime Ruelas for winning CIF Champion Coastal Division – 170 pound weight class.

RECOMMENDATION

Present the certificate to Jaime Ruelas.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, INTERIM CITY ADMINISTRATOR

KSC

SUBJECT: DEPARTMENT HEAD UPDATES

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY:

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

RECOMMENDATION:

Hear the reports.

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
FEBRUARY 13, 2012

CALL TO ORDER	Mayor Smith called the meeting to order at 4:00 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.
COUNCIL PRESENT	Council Members Susan Cullen, Jeff Griffiths, Mayor Pro Tem David Stottlemyre Mayor Laura Smith
COUNCIL ABSENT	Jim Ellis - Excused
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Denise Gillespie, Assistant City Clerk Ray Seguire, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer
PUBLIC COMMENT	The Mayor announced the public comment period. No public comment was provided.
SCHEDULED DISCUSSION	Discussion was held on the following Study Session agenda items:
1. Preview/Discussion PSA	Skandar Reid of Explore Bishop, presented a short video clip of his public service announcements to be aired on Channel 12. He is interested in getting the community involved and produce segments on historical Inyo County areas.
2. City Slogan Contest	Council directed the City Administrator to move forward with setting up a time frame and guidelines for a slogan contest.
3. Potential Meeting at Bishop High School	Bishop Schools Superintendent Barry Simpson and City Administrator Keith Caldwell have discussed holding a Council meeting at the high school. The Study Session of March 12, 2012 was scheduled in the auditorium for the morning.
4. Technology Opportunities	The Public Works Director and Assistant City Clerk gave a report on the use of iPads by legislative bodies. Council gave direction to purchase one iPad to try it out before making further purchases.
5. Sunrise Mobile Home Park	The City Administrator discussed the options for the future of the Sunrise Mobile Home Park. Staff was directed to draft a letter of invitation to the tenants regarding a public meeting to be held at the park. The draft letter will be available for review at the next meeting.

6. Current 7:00 p.m. Agenda Items The Council discussed and asked questions of staff relating to the agenda items scheduled for the 7 p.m. regular meeting.
7. Future Agenda Items The Council discussed and asked questions of staff relating to the agenda items scheduled for the 7 p.m. regular meeting.
- 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 Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.
- ADJOURNMENT The Mayor adjourned the meeting at 5:25 p.m. to the regular City Council meeting scheduled at 7:00 p.m.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(b)

CITY OF BISHOP
CITY COUNCIL MINUTES
FEBRUARY 13, 2012

- CALL TO ORDER** Mayor Smith called the meeting of the Bishop City Council to order at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.
- INVOCATION** The invocation was given by Pastor Rick Klug of the Calvary Baptist Church followed by the Pledge of Allegiance led by Mayor Pro Tem Stottlemyre.
- COUNCIL PRESENT** Councilmembers Susan Cullen, Jeff Griffiths
Mayor Pro Tem Dave Stottlemyre
Mayor Laura Smith
- COUNCIL ABSENT** Jim Ellis - Excused
- OTHERS PRESENT** Keith Caldwell, City Administrator/Community Services Director
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer
- PUBLIC COMMENT** The Mayor announced the public comment period. No public comment was provided.
- DEPARTMENT HEAD REPORTS**
(1) Reports from Administration, Community Services, Fire, Police, and Public Works were given on the departments' activities including upcoming and ongoing projects.
- CONSENT CALENDAR**
(2) A motion was made by Mayor Pro Tem Stottlemyre and passed 4-0 (Ellis-absent) to approve the Consent Calendar as presented:
- Motion/Stottlemyre
- FOR APPROVAL AND FILING**
- (a) Study Session Minutes – 1/23/12
 - (b) Council Meeting Minutes – 1/23/12
 - (c) Council Retreat Minutes – 1/25/12
 - (d) Fund Transactions 7/1/11 – 1/31/12
 - (e) Warrant Register – 1/12
 - (f) Investment Portfolio – 12/11
 - (g) Personnel Status Change Report
 - (h) Surplus unclaimed found property request – BPD#009-12
 - (i) Request to amend Street Vendor Permit – Mad Dogs of Bishop
 - (j) Approval of letter of support of IMACA CAPP funds application
- FOR INFORMATION/FILING**
- (k) Planning Commission Minutes – 11/29/11
 - (l) Fire Department Activity Log – 1/12
 - (m) Public Works Building Permit Report – 1/12
 - (n) Sewer Fund Monthly Balances FY 2011-2012
 - (o) Water Fund Monthly Balances FY 2011-2012

UNFINISHED BUSINESS

ADOPTION OF ORDINANCE
NO. 537 Moving Election Date
to November of Even-
Numbered Years
(3)

Motion/Stottlemyre

Mayor Pro Tem Stottlemyre made a motion to adopt Ordinance No. 537 by title only, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA RESPECTING MOVING THE DATE OF THE CITY'S GENERAL MUNICIPAL ELECTION FROM THE FIRST TUESDAY AFTER THE FIRST MONDAY IN MARCH IN ODD-NUMBERED YEARS TO THE FIRST TUESDAY AFTER THE FIRST MONDAY IN NOVEMBER IN EVEN-NUMBERED YEARS, REPEALING ORDINANCE NUMBER 475, AND AMENDING SECTION 1.12.030 OF CHAPTER 1.12 OF THE BISHOP MUNICIPAL CODE." Motion passed 4-0 with Ellis absent.

RESOLUTION NO. 12-04
Requesting Inyo County
Approval of City Ordinance
No. 537
(3) (A)

Motion/Cullen

Councilmember Cullen made a motion to adopt Resolution No. 12-04 by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA REQUESTING THAT THE INYO COUNTY BOARD OF SUPERVISORS APPROVE CITY OF BISHOP ORDINANCE NO. 537 RESPECTING MOVING THE DATE OF THE CITY'S GENERAL MUNICIPAL ELECTION." Motion passed 4-0 with Ellis absent.

RESOLUTION NO. 12-05
Requesting Inyo County to
consolidate City Election with
Statewide General Election
November 6, 2012
(3) (B)

Motion/Griffiths

Councilmember Griffiths made a motion to adopt Resolution No. 12-05 by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP REQUESTING THE INYO COUNTY BOARD OF SUPERVISORS TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2012, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE." Motion passed 4-0 with Ellis absent.

PUBLIC HEARINGS

FEES AND CHARGES
FY 2012-2013
(4)

Motion/Griffiths

The Mayor opened a public hearing to receive and consider citizen input on proposed amendments to fees and charges for city services for Fiscal Year 2012-2013. Staff responded to questions from the Council. No action was agendized on the proposed fee schedule for this meeting. A second public hearing will be noticed for a future meeting. Councilmember Griffiths made a motion to close the public hearing. Motion passed 4-0 with Ellis absent.

STATE COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG)
(5)

The Mayor opened the public hearing to receive and consider public comment on possible activities for applications for State Community Development Block Grant funding under the 2012 program.

Beth Himelhoch, Director of the Inyo Mono Association for the Handicapped, spoke in favor of developing housing for the developmentally disabled and low-income seniors and encouraged the City to submit another application in conjunction with I.M.A.C.A. for CDBG funding.

Pam Hennarty, Executive Director for Mammoth Lakes Housing, reviewed the history between the City of Bishop and MLH for the Homeowners Assistance Program funded through CDBG. Hennarty encouraged the Council to apply for \$600,000 to continue the very successful home buyers assisted program.

Anita Sonke, representing the Inyo Mono Advocates for Community

Action (I.M.A.C.A.) urged the City to apply for funding to rebuild the Valley Apartments for low-income citizens.

Motion/Cullen

No further comment was provided. Councilmember Cullen made a motion to close the public hearing. Motion passed 4-0 with Ellis absent.

NEW BUSINESS

ENVIRONMENTAL REVIEW
– City of Bishop Mobility
Element

City staff provided a report on the Draft Negative Declaration for the proposed Mobility Element of the City of Bishop General Plan Update.

(6)

Motion/Stottlemire

Mayor Pro Tem Stottlemire made a motion to adopt the Negative Declaration for the 2012 Mobility Element of the City of Bishop General Plan Update. Motion passed 4-0 with Ellis absent.

PUBLIC HEARING/ NEW BUSINESS

MOBILITY ELEMENT
(7)

Motion/Griffiths

The Mayor opened the public hearing on the proposed City of Bishop Mobility Element relating to transportation and circulation. No public input was provided. Councilmember Griffiths made a motion to close the public hearing. Motion passed 4-0 with Ellis absent.

RESOLUTION NO. 12-06
Adoption of Mobility Element
(8)

Motion/Stottlemire

Through funding from the Local Transportation Commission and the work of Bauer Environmental Services, it was reported by staff that the City has met the requirements to provide a Mobility Element containing written goals, objectives, policies and programs- for the continued physical development of transportation and circulation in the City of Bishop. The City Planning Commission gave its recommendation for adoption at the January 31, 2012 meeting.

Mayor Pro Tem Stottlemire made a motion to adopt Resolution No. 12-06 by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADOPTING THE MOBILITY ELEMENT OF THE GENERAL PLAN FOR THE CITY OF BISHOP." Motion passed 4-0 with Ellis absent.

NEW BUSINESS

BID AWARD
City Park Lawnmower
(9)

Motion/Griffiths

Staff reported that no bids were received for the lawnmower for the City Park. Councilmember Griffiths made a motion to authorize the Community Services Department to use the open market procedure pursuant to Bishop Municipal Code Section 3.24.190 in an amount not-to-exceed \$13,000. Motion passed 4-0 with Ellis absent.

BID AWARD
ADA Pool Lift
(10)

The Community Services Director reported the following five bids were received for the ADA Pool Lift required by State law for all public swim facilities:

Recreation Supply Company, Bismarck, ND	\$5,807.20
Recreonics, Lexington, KY	\$5,869.13
Knorr Systems, Santa Ana, CA	\$6,603.40
Pool Supply Unlimited, Ontario, CA	\$7,289.84
Riteway Pool Supplies, Bishop, CA	\$8,238.59

Motion/Stottlemire

Mayor Pro Tem Stottlemire made a motion to award the bid for the

ADA Pool Lift to Recreation Supply Company, Bismarck, North Dakota in the amount of \$5,807.20. Motion passed 4-0 with Ellis absent.

BUDGET ADJUSTMENTS/
TRANSFERS FY 2011-2012
(11)
Motion/Cullen

Councilmember Cullen made a motion to approve the budget adjustments and transfers for Fiscal Year 2011-2012 through January 31, 2012 as presented. The motion passed 4-0 with Ellis absent.

RESOLUTION NO. 12-07
Fund Balance Policy for
Financial Statement Reporting
– GASB 54
(12)
Motion/Griffiths

In order to become compliant with Government Standards Accounting Board Statement No. 54, a Fund Balance Policy for Financial Statement Reporting was developed by staff and coordinated with the City's auditor, Larry Bain CPA.

Councilmember Griffiths made a motion to adopt Resolution No. 12-07 by title only implementing GASB 54, "A RESOLUTION OF THE CITY COUNCIL, CITY OF BISHOP, STATE OF CALIFORNIA, ESTABLISHING A FUND BALANCE POLICY FOR FINANCIAL STATEMENT REPORTING (GASB 54)." Motion passed 4-0 with Ellis absent.

POLICE DEPARTMENT –
Addition of New Position
Police Services Technician
(13)
Motion/Griffiths

Councilmember Griffiths made a motion to: 1) authorize the elimination of one Communications Operator position and creation of the Police Services Technician position; 2) approve the Police Services Technician job description and salary schedule; 3) waive the hiring freeze to hire a Police Services Technician from within the ranks of existing Police Department staff; and 4) waive the hiring freeze to fill one vacant Communications Operator position created by filling the new position and one-part time Communications Operator position. Motion passed 4-0 with Ellis absent.

RESOLUTION NO. 12-08
Approving Application for
CAPP Funding through
GBUAPCD / LADWP for
Seibu to School Bike Path
(14)
Motion/Cullen

Councilmember Cullen made a motion to adopt Resolution No. 12-08 by title only to apply for funding for the Seibu to School Bike Path, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA APPROVING AN APPLICATION FOR FUNDING THROUGH THE CLEAN AIR PROJECTS PROGRAM, A JOINT PROJECT OF THE GREAT BASIN UNIFIED AIR POLLUTION CONTROL DISTRICT AND LOS ANGELES DEPARTMENT OF WATER AND POWER." Motion passed 4-0 with Ellis absent.

DISPOSAL OF PETROLEUM
BARRELS
(15)
Motion/Stottlemire

Mayor Pro Tem Stottlemire made a motion to approve the disposal of nineteen barrels containing petroleum substance stored at the Waste Water Treatment site through H2O Environmental in Reno, Nevada at a cost of \$5,600.00. Motion passed 4-0 with Ellis absent.

COUNCIL REPORTS

Council Members announced upcoming community events. No action was taken.

CLOSED SESSION

At 8:20 p.m. the Mayor recessed the meeting for closed session as agendized:

CONFERENCE WITH
LABOR NEGOTIATOR

Conference with Labor Negotiator Keith Caldwell, City Administrator, pursuant to Government Code § 54957.6(a) – Bishop Employees Association, Bishop Police Officers Association, Mid-Management and Management

RECONVENE

At 8:30 p.m. the Mayor reconvened to open session. It was reported that no action was taken during closed session.

ADJOURNMENT

The Mayor adjourned the meeting at 8:31 p.m. to the Study Session scheduled for Monday, February 27, 2011 at 4:00 p.m. in the City Council Chambers.

LAURA SMITH, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(C)

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
FEBRUARY 27, 2012

CALL TO ORDER	Mayor Smith called the meeting to order at 4:00 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.
COUNCIL PRESENT	Council Members Susan Cullen, Jeff Griffiths, Mayor Pro Tem David Stottlemire Mayor Laura Smith
COUNCIL ABSENT	Jim Ellis - Excused
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Denise Gillespie, Assistant City Clerk Ray Seguire, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer
PUBLIC COMMENT	The Mayor announced the public comment period. No public comment was provided.
SCHEDULED DISCUSSION	Discussion was held on the following Study Session agenda items:
1. Quarterly Citizen Award Nominations	Council and staff discussed potential candidates for the Quarterly Citizen Awards.
2. CDBG Grant Opportunities	Discussion was held on the qualified housing activity programs that would be eligible for CDBG funding. Staff was directed to focus on the project that would benefit the largest number of citizens.
3. Current 7:00 p.m. Agenda Items	The Council discussed and asked questions of staff relating to the agenda items scheduled for the 7 p.m. regular meeting.
4. Future Agenda Items	The Council discussed potential future agenda items including the "Council on Campus" Special Meeting on March 12, 2012.
DEPARTMENT HEAD REPORTS	Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects. The City Administrator discussed the City Slogan Contest. It was recommended the slogan be specific to the City of Bishop, be brief in the number of words, be used on the City's website and length of contest will be one month. The prize for the winner and judges for the contest are undecided. Recommended date for the slogan unveiling set for July 4 th activities in the City Park.

COUNCIL DISCUSSION

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

ADJOURNMENT

The Mayor adjourned the meeting at 5:08 p.m. to the regular City Council meeting scheduled at 7:00 p.m.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(d)

CITY OF BISHOP
CITY COUNCIL MINUTES
FEBRUARY 27, 2012

- CALL TO ORDER Mayor Smith called the meeting of the Bishop City Council to order at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.
- INVOCATION The invocation was given by Mayor Laura Smith followed by the Pledge of Allegiance led by Councilmember Griffiths.
- COUNCIL PRESENT Councilmembers Susan Cullen, Jeff Griffiths
Mayor Pro Tem Dave Stottlemire
Mayor Laura Smith
- COUNCIL ABSENT Jim Ellis - Excused
- OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
- PUBLIC COMMENT The Mayor announced the public comment period. No public comment was provided.
- DEPARTMENT HEAD REPORTS Reports from Administration, Community Services, Fire, Police, and Public Works were given on the departments' activities including upcoming and ongoing projects.
 - (1)
- CONSENT CALENDAR A motion was made by Councilmember Cullen and passed 4-0 with Ellis absent to approve the Consent Calendar as presented:
 - (2)
- Motion/Cullen
 - FOR APPROVAL AND FILING
 - (a) Personnel Status Change Report
 - FOR INFORMATION AND FILING
 - (b) Parks and Recreation Agenda – 2/22/12
 - (c) Planning Commission Agenda – 2/28/12
 - (d) Parks and Recreation Commission Minutes 1/25/12
- NEW BUSINESS
- CHAMBER OF COMMERCE UPDATE Tawni Thomson, Executive Director of the Bishop Area Chamber of Commerce reported on membership revenues, newly opened businesses, displays in vacant storefront windows, business relocation packets, and upcoming activities for the Chamber. The Visitors Bureau now has a phone kiosk for visitors stopping by the Chamber after hours.
 - (3)

AUDITORIUM
SIDEWALK PROJECT
Advertisement for Bids
(4)
Motion/Griffiths

Public Works Director/City Engineer Grah reviewed the new Auditorium Sidewalk Project with Council. Proposition 1B monies that need to be expended by June 30, 2012 will be used to fund the project to replace deteriorated sidewalk and curbing on the east side of North Fowler between West Line and Church Street as well as a bench and wall, utility relocation and landscaping. Construction is expected to be finished in early June.

Councilmember Griffiths made a motion to approve the advertisement for construction bids for the Auditorium Sidewalk Project and authorized the necessary budget adjustments to move the remaining Proposition 1B monies from the FY 2012-2013 budget to the FY 2011-2012 budget. Motion passed 4-0 with Ellis absent.

HIRING FREEZE UPDATE
(5)
Motion/

In order to continue the administrative and legislative review for any personnel hiring, Mayor Pro Tem Stottlemire made a motion to update the expired hiring freeze for the remainder of FY 2011-2012, and FY 2012-2013 and FY 2013-2014. Motion passed 4-0 with Ellis absent.

COUNCIL REPORTS

Council Members announced upcoming community events. No action was taken.

CLOSED SESSION

At 7:45 p.m. the Mayor recessed the meeting for closed session as agendized:

CONFERENCE WITH
LABOR NEGOTIATOR

Conference with Labor Negotiator Keith Caldwell, City Administrator, pursuant to Government Code § 54957.6(a) – Bishop Employees Association, Bishop Police Officers Association, Mid-Management and Management.

RECONVENE

At 8:17 p.m. the Mayor reconvened to open session. It was reported that no action was taken during closed session.

ADJOURNMENT

The Mayor adjourned the meeting at 8:18 p.m. to the Special Meeting “Council on Campus” scheduled for Monday, March 13, 2012 at 10:00 a.m. in the Bishop High School Auditorium.

LAURA SMITH, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(e)

TO: City Council/City Administrator
FROM: Finance/Accounting Secretary
DATE: March 12, 2012
SUBJECT: Warrant Register for the month of February 2012

<u>PAYABLE CHECK NUMBERS ISSUED</u>	
CK#61742 thru 61764	\$ 33,606.14
CK#61765 thru 61776	\$ 2,377.12
CK#61777 Void	-0-
CK#61778 thru 61824	\$ 42,422.45
CK#61825 thru 61858	\$ 50,418.95
CK#61859 thru 61883	\$ 85,777.98
CK#61819 Canceled	\$ (228.50)
TOTAL PAYABLE EXP FOR FEBRUARY 2012	\$ 214,374.14

<u>PAYROLL CHECK NUMBERS ISSUED</u>	
Regular Payroll, February 15, 2012	\$ 125,207.24
CK#36443 thru 36488	
DD#5534 thru 5574	
Special Payroll, February 15, 2012	\$ 2,085.60
CK#36489 thru 36491	
Special Payroll, February 17, 2012	\$ 793.02
CK#36492 thru 36496	
Regular Payroll, February 29, 2012	\$ 119,299.20
CK#36497 thru 36543	
DD#5575 thru 5615	
Special Payroll, February 29, 2012	\$ 461.31
CK#36544 thru 36548	
Medicare	\$ 3,591.88
PERS	\$ 67,068.77
PERS/OPEB	\$ 25,507.90
Workers Comp	\$ 18,615.48
Medical	\$ 45,458.56
Dental	\$ 4,790.66
Life Insurance	\$ 382.20
Vision	\$ 766.26
Disability	\$ 3,354.47
Def Comp Programs	\$ 2,215.00
P.A.R.S.	\$ 25,023.03
PARS/ARS	\$ 191.05
Gym Dues	-0-
TOTAL PAYROLL EXP FOR FEBRUARY 2012	\$ 444,811.63

TOTAL EXPENDITURES FOR FEBRUARY 2012 \$ 659,185.77

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61742	STATE COMPENSATION INSURA	JAN2012	STATECOMP/JAN12	2/02/12	54627	1,438.41	1,438.41
61743	SOUTHERN CALIFORNIA EDISO	960POLETA	SCE/DECJAN12	2/02/12	54625	66.05	66.05
61744	BISHOP WELDING SUPPLY	713147	BISHWELD/COMMSERV	2/02/12	54635	24.60	24.60
61745	PETTY CASH - CLERK DEPT.	JAN12	PETTYCASH	2/02/12	54622	92.76	92.76
61746	DEPARTMENT OF WATER & POW	207WLINE	LADWP/.DECJAN12	2/02/12	54638	33.07	
		207WLN	LADWP/DECJAN12	2/02/12	54637	513.95	
		377WLN	LADWP/DECJAN12	2/02/12	54632	2,196.88	2,743.90
61747	FARMER BROS. CO.	55506044	FARMBRO/COFFEE	2/02/12	54618	54.60	54.60
61748	BISHOP VOLUNTEER FIRE DEP	JAN12	BISFIRE/JAN12	2/02/12	54617	2,416.00	2,416.00
61749	AMERICAS - BISHOP	377WLN	AMRGAS/CIVIC	2/02/12	54634	1,514.57	1,514.57
61750	PETER E. TRACY	JAN12	TRACY/RETAINERJAN12	2/02/12	54620	5,500.00	5,500.00
61751	QUILL CORP	9518288	QUILL/OFFICEACC	2/02/12	54636	161.12	161.12
61752	COMMUNITY PRINTING	38119	COMMPRNT/GLDWLCARDS	2/02/12	54616	70.04	70.04
61753	EASTERN SIERRA MOTORS INC	130492PD 130578PD	SIERMTRS/07FORD SIERANTRS/07FRD	2/02/12 2/02/12	54645 54646	115.87 291.50	
61754	BISHOP AUTOMOTIVE CENTER	77912PD 78084PD	AUTOMTVCNTR/03FRD AUTMTVCNTR/09FRD	2/02/12 2/02/12	54643 54644	317.67 60.69	407.37
61755	SUDDENLINK PAYMENT CNTR	FEB12 207WLNPD	SUDDLNK/377WLN SUDDLNK/FEB12	2/02/12 2/02/12	54633 54642	69.95 69.95	378.36
61756	VERIZON	8735485 8735863 8735866	VERZN/JANFEB12 VERZN/JANFEB12 VERZN/PDJANFEB12	2/02/12 2/02/12 2/02/12	54628 54631 54639	41.29 228.63 360.42	630.34
61757	SECURITY LIFE INSURANCE	SOUTHWRTH	SECLIFINS/FEB12	2/02/12	54629	141.45	141.45
61758	CENTRAL VALLEY OCCUPATION						

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61759	MYERS STEVENS & TOOHEY	51513PD	CNTRLVLLY/COFFMAN	2/02/12	54647	625.00	625.00
61760	SUSAN CULLEN	991821	MYRSSTVNS/JAN12	2/02/12	54621	315.00	315.00
61761	RO ANDERSON	LTC1/18/12	CULLEN/INPNDC	2/02/12	54626	45.51	45.51
61762	LAURA SMITH	26667 26680	ROANDRS/OCT11 ROANDRS/JAN12	2/02/12 2/02/12	54623 54624	3,257.02 13,124.30	16,381.32
61763	VERIZON BUSINESS	LTC1/18/12	SMITH/INPNDC	2/02/12	54619	45.51	45.51
61764	CARMICHAEL BUSINESS TECH.	DEC11	VRZN/LD	2/02/12	54630	40.99	40.99
		7732PD	CBT/DVDRITER	2/02/12	54640	373.14	373.14
			CHECKS TOTAL				33,606.14

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61765	PHILLIPS CAMERA HOUSE	27582	PHILLIPS/CELLBATTRY	2/02/12	54652	43.05	43.05
61766	SOUTHERN CALIFORNIA EDISO	CHLRNTR	SCE/DEC-JAN2012	2/02/12	54661	87.76	
		JHNSNLIFT	SCE/DEC-JAN2012	2/02/12	54659	66.80	
		STRGTANK	SCE/DEC-JAN2012	2/02/12	54662	24.19	178.75
61767	DEPARTMENT OF WATER & POW	205HOME	LADWP/PW.	2/02/12	54658	34.08	
		377WLN	LADWP/PW	2/02/12	54656	61.24	
		701WLINE	LADWP/PW	2/02/12	54657	58.95	154.27
61768	UNDERGROUND SERVICE ALERT	120120061	UNDRGNDSEV	2/02/12	54660	24.00	24.00
61769	AMERIGAS - BISHOP	SEWRPLT	AMRGAS/SWRPLNT	2/02/12	54648	383.97	
		WELLO2	AMRGAS/PW	2/02/12	54650	307.07	691.04
61770	QUILL CORP	9668018	QUILL/TYPERTR/CVRS	2/02/12	54655	152.55	152.55
61771	SUDENLINK PAYMENT CNTR	PUBWRKS	SDNLNK/FEB2012	2/02/12	54663	76.55	76.55
61772	VERIZON	8738458	VERZON/JAN-FEB2012	2/02/12	54664	110.49	110.49
61773	RESERVE ACCOUNT	JAN12	POSTAGE/JAN12	2/02/12	54653	420.00	420.00
61774	LONE PINE LOCKSMITH	10131	LNPNLCKSMTH/KEYS	2/02/12	54649	14.27	14.27
61775	MUNICIPAL MAINT EQUIPMENT	0071849	MUNIMAIN/VACCON	2/02/12	54651	206.12	206.12
61776	BLIZZARD PROPERTY MNGMNT	2823	BLZRD/PW	2/02/12	54654	306.03	306.03
CHECKS TOTAL							2,377.12

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61778	BISHOP GLASS, INC.	49371	BISGLASS/CLRKEWING	2/09/12	54678	45.00	45.00
61779	LEAGUE OF CALIF. CITIES	97926	LLC/ROADSTREETS	2/09/12	54699	150.00	150.00
61780	STATE COMPENSATION INSURA	JAN2012	STATEFUND/JAN2012	2/09/12	54696	165.42	165.42
61781	L. N. CURTIS & SONS	1228732	LNCURTS/SQUEGEE	2/09/12	54701	139.00	139.00
61782	SMART & FINAL IRIS CO.	143561 151913	SMRTFNL/STAFFRMSUPP SMRTFNL/STAFFROOMSUPP	2/09/12 2/09/12	54702 54700	97.38 42.18	139.56
61783	STEVES AUTO & TRUCK PARTS	061PW 562PW 566PW 95358FIRE 95837 95972PW 96138PW 96833PW 97006PW 97037FIRE 97072FIRE 97187 97300FIRE 97301FIRE 97330FIRE	STEVES/WIPER STEVES/VACON STEVES/FITTING STEVES/FILTER STEVES/POLCEDEPT STEVES/SHOP STEVES/BATTERY STEVES/SEWR STEVES/PLOWTRKS STEVES/FUEL STEVES/CLNR STEVES/POLICE STEVES/HEADLMP STEVES/FREIGHT STEVES/FITTINGS.	2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12	54768 54765 54766 54776 54778 54759 54760 54763 54764 54770 54771 54777 54773 54774 54775	14.61 2.68 1.10 108.50 10.29 12.25 92.22 8.60 12.25 18.12 57.95 69.43 106.61 8.32 10.38	
61784	SOUTHERN CALIFORNIA EDISO	AERATOR JAYST SEWERPLNT WELL4 85WHTMTN	SCE/DEC-JAN2012 SCE/DEC-JAN2012 SCE/DEC-JAN2012 SCE/DEC-JAN2012 SCE/DEC-JAN2012	2/09/12 2/09/12 2/09/12 2/09/12 2/09/12	54718 54704 54706 54716 54713	1,020.23 19.83 538.69 1,453.77 28.62	533.31
61785	BISHOP WELDING SUPPLY	713086	BISWELBD/COMMSBRV	2/09/12	54676	22.17	22.17
61786	DEPARTMENT OF WATER & POW	102ELN 125GROVE 237SWRN 293MAIN 646MAIN 688MAIN 690APTA 690MAIN 700MAIN	LADWP./DECJAN12 LADWP/DECJAN12 LADWPP/DECJAN12 LADWP./DECJAN12 LADWP/DECJAN12 LADWP/DECJAN12 LADWP/DECJAN12 LADWP/DECJAN12 LADWP/DECJAN12	2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12 2/09/12	54714 54712 54715 54710 54708 54705 54711 54709 54707	64.73 93.30 866.51 44.77 159.45 346.05 58.55 257.10 556.92	2,447.38
61787	BISHOP WASTE DISPOSAL	620742	BISWST/SMHP	2/09/12	54670	207.64	207.64

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61708	BISHOP VETERINARY HOSPITA	187003	BISHVET/PD	2/09/12	54674	487.80	508.79
61709	MANOR TRUE VALUE HARDWARE	A94177	MNRTRVLE/WATER.	2/09/12	54722	.58	497.80
		A95395	MNRTRVLE/SHOP	2/09/12	54724	2.71	
		B51051	MANTRVLE/WATER	2/09/12	54721	15.01	10.30
61790	WESTERN NEVADA SUPPLY CO.	551139311	WSTRNNV/TEFLONTAPE	2/09/12	54751	9.48	
		55124297	WSTRNNV/VLVBX/LID	2/09/12	54729	60.56	
		55124736	WSTRNNV/CPLG/PIPE	2/09/12	54730	57.41	
		55124751	WSTRNNV/CPLG/NIP	2/09/12	54731	23.87	
		55125065	WSTRNNV/CLPG/BUSH/PIPE	2/09/12	54733	120.25	
		55125543	WSTRNNV/BALVALV	2/09/12	54736	99.68	
		55126226	WSTRNNV/PIP/PRIM/GLU	2/09/12	54738	154.75	
		55126286	WSTRNNV/VALVBX/LID	2/09/12	54740	60.56	
		55126318	WSTRNNV/CPLG/BUSH/PIP	2/09/12	54742	26.16	
		55127078	WSTRNNV/CPLG	2/09/12	54746	394.26	1,141.79
		55127279	WSTRNNV/CPLG/PIPE	2/09/12	54744	66.65	
		55129219	WSTRNNV/JIMCAP	2/09/12	54748	7.84	
		55138166	WSTRNNV/STFNR	2/09/12	54750	32.33	
		55140309	WSTRNNV/PILOTDRLLACC	2/09/12	54752	27.99	
61791	EMPLOYMENT DEVELOPMENT DE	OCT-DEC11	EDD/OCTDEC11	2/09/12	54684	6,084.00	6,084.00
61792	BISHOP HEATING & AIR COND	27730	BISHHEAT/AIRCOND	2/09/12	54677	294.00	294.00
61793	BISHOP DRY CLEANERS	PD	DRYCLNRS/JAN12	2/09/12	54675	163.00	163.00
61794	SIELECT SUPPLY	145540	SLCTSUPP/PARKS	2/09/12	54745	20.41	
		145727	SLCTSUPP/PARKBTHRM	2/09/12	54747	49.75	
		145763	SLCTSUPP/FIRE	2/09/12	54743	2.25	72.41
61795	AMERIGAS - BISHOP	CIVIC	AMRGAS/995911	2/09/12	54666	546.20	
		POOL	AMRGAS/995910	2/09/12	54667	406.46	
		SWRPLNT	AMRGAS/995909	2/09/12	54668	448.28	
		WARREN	AMRGAS/994511	2/09/12	54669	542.83	
		377WLN	AMRGAS/4786	2/09/12	54665	250.25	2,194.02
61796	DAVID HEFNER CONSULTING	119138	HEFNER/MOUSEKEYBRD	2/09/12	54683	67.50	67.50
61797	XEROX CORP	59873758	XEROX/PDJANMETER	2/09/12	54755	413.64	
		59873864	XEROX/PWLANMETER	2/09/12	54758	266.68	
		59873868	XEROX/CTYHLLJANMETER	2/09/12	54757	468.72	1,149.04

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61798	QUILL CORP	9725658	QUILL/COMMSERV	2/09/12	54739	46.98	
		9727537	QUILL/PD	2/09/12	54734	81.88	
		9847205	QUILL/SUPPLIES	2/09/12	54737	180.43	
		9859201	QUILL/ADMIN	2/09/12	54735	36.52	
							345.91
61799	MISSION UNIFORM & LINEN	140253766	MISSUNFM/FIRE	2/09/12	54727	13.78	
		140254402	MISSUNFM/FIRE	2/09/12	54728	15.85	
61800	SANSUM MEDICAL CLINIC INC	FEB16	CALDWELL/PHYSICAL	2/09/12	54680	1,829.00	
61801	SCHAT.NET COMPUTERS, AUD	147655	SCHAT/COMPTPRTS	2/09/12	54749	32.28	
61802	INTEGRATED WASTE MNGMENT	20167	INTERGRDWMST/SWER	2/09/12	54692	52.00	
		20177	INTERGRDWMST/WS	2/09/12	54693	41.00	
		22847	INTERGRDWMST/PARKS	2/09/12	54691	9.00	
61803	SUDDENLINK PAYMENT CNTR	198MCIVER	SUDDLNK/FEB12.	2/09/12	54754	39.95	
		198MCVER	SDNENK/FEB12	2/09/12	54756	1,227.52	
		688MAIN	SUDDLNK/FEB12	2/09/12	54753	139.95	
							1,407.42
61804	COMPUTER LOGISTICS	55229	COMPTRLOG/PO	2/09/12	54679	792.00	
61805	DEPT OF WATER AND POWER	16278	LADWP/FEB-MAR13	2/09/12	54703	1,376.45	
61806	PARS PHASE II SYSTEMS	22214	PARSARS/ADMN	2/09/12	54732	400.00	
61807	BIG MTN BOTTLED WATER	28367	BIGMTNWR/PO	2/09/12	54673	97.50	
61808	MARTIN & CHAPMAN CO.	2012010	MARTNCHAP/ELECTN	2/09/12	54725	543.02	
61809	CALPERS	DEC2011	PERS EPNC/DEC11	2/09/12	54779	5,826.69	
61810	EARTHLINK INC	448287159	ERTHLNK/JAN12	2/09/12	54685	41.95	
61811	CHRIS CARTER	FEB15	CARTER/PITCHESS	2/09/12	54682	90.00	
61812	JIM MOFFETT	BOOTS	MOFFET	2/09/12	54694	100.00	
61813	THOMAS PETROLEUM, LLC	48246	THMSPET/PW	2/09/12	54690	2,087.67	
		48386	THMSPET/FIRE	2/09/12	54609	1,104.50	

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61814	QUINN COMPANY	480066517	QUINN/ALTERNATOR	2/09/12	54741	542.60	5,615.63
61815	JEFF GRIFFITHS	FEB21	GRIFFTHS/SANSUNCLNC	2/09/12	54698	818.09	542.60
61816	UPS STORE, THE	789	UPSTOR/SHIP01/09	2/09/12	54726	41.35	618.09
		790	UPSTOR/SHIP01/09	2/09/12	54720	47.85	
		894	UPSTOR/SHIP1/31	2/09/12	54723	68.10	157.30
61817	KEITH CALDWELL	FEB16	CLDWLL/SANSUM	2/09/12	54681	465.78	465.78
61818	MISSION JANITORIAL	291700	MISSJAN/WEBFOOT	2/09/12	54719	29.10	
		294649	MISSJAN/LINERS	2/09/12	54717	136.30	165.40
61819	GUN DOG SUPPLY	396054	GUNDOG/REMOTE	2/09/12	54686	228.50	228.50
61820	GRANITE CONSTRUCTION	250268	GRANTE/SWERBEDS	2/09/12	54695	153.44	153.44
61821	POSTMASTER	POBOX	POSTMSTR/2012	2/09/12	54772	218.00	218.00
61822	SANSUM MEDICAL CLINIC	FEB21	GRIFFTHS/SANSUM	2/09/12	54697	1,355.00	1,355.00
61823	O'REILLY AUTOMOTIVE, INC.	179068	OREILLY/SEATCOVER	2/09/12	54762	43.09	
		180304	OREILLY/STCVR/WIPERS	2/09/12	54761	87.23	
		180308	OREILLY/SEATCOVER	2/09/12	54769	21.54	
		181140	OREILLY/RETSEATCVR	2/09/12	54767	64.63	87.23
61824	CORI STEARNS	FEBMAR12	CARDIO	2/09/12	54780	118.00	118.00

CHECKS TOTAL 42,422.45

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61825	BROWN'S SUPPLY	73932	BRWNS/PW HUBS	2/16/12	54786	108.98	108.98
61826	PUBLIC EMP RETIREMENT SYS	MAR12	PERS/MAR12	2/16/12	54793	33,531.44	33,531.44
61827	BISHOP NURSERY	167804	BISHNUS/PARKSWER	2/16/12	54785	8.93	8.93
61828	EASTERN SIERRA COMMUNITY	09007101	ESCD/ANALYSIS2SAMP	2/16/12	54789	317.66	317.66
61829	HIGH COUNTRY LUMBER						
898526			HGHCNTRY/WALPLT	2/16/12	54829	14.54	
898690			HGHCNTRY/CHAIN	2/16/12	54841	84.91	
898714			HGHCNTRY/DRILL	2/16/12	54842	39.51	
898835			HGHCNTRY/KNIFE	2/16/12	54843	21.51	
898854			HGHCNTRY/BOLT	2/16/12	54844	45.84	
898856			HGHCNTRY/BULBS	2/16/12	54845	34.76	
898885			HGHCNTRY/KEY	2/16/12	54846	16.38	
898943			HGHCNTRY/PRKSWR	2/16/12	54847	15.99	
898946			HGHCNTRY/BULEPAR	2/16/12	54848	29.05	
898967			HGHCNTRY/MTNMETAL	2/16/12	54849	24.23	
898968			HGHCNTRY/COUPLNG	2/16/12	54850	20.81	
899003			HGHCNTRY/COUPL	2/16/12	54851	5.79	
899194			HGHCNTRY/RAKE	2/16/12	54852	31.98	
899230			HGHCNTRY/CEMENT	2/16/12	54856	24.80	
899231			HGHCNTRY/LOCK	2/16/12	54830	10.66	
899232			HGHCNTRY/ROLLER	2/16/12	54831	8.23	
899244			HGHCNTRY/SEAL	2/16/12	54853	5.81	
899355			HGHCNTRY/DEADBOLT	2/16/12	54832	12.38	
899380			HGHCNTRY/GOOUFF	2/16/12	54854	6.78	
899564			HGHCNTRY/SWERLBR	2/16/12	54855	10.80	
899628			HGHCNTRY/PAINT	2/16/12	54883	4.62	
899655			HGHCNTRY/BLADE	2/16/12	54838	9.00	
899842			HGHCNTRY/GLUE	2/16/12	54856	96.85	
899881			HGHCNTRY/CAULKTUBS	2/16/12	54882	4.16	
900082			HGHCNTRY/STDBTR	2/16/12	54876	12.41	
900153			HGHCNTRY/PAINT	2/16/12	54857	14.52	
900170			HGHCNTRY/VLFLARE	2/16/12	54858	26.91	
900172			HGHCNTRY/ACEPAINT	2/16/12	54859	30.19	
900175			HGHCNTRY/TBEMALL	2/16/12	54860	6.95	
900189			HGHCNTRY/CUTKEY	2/16/12	54880	13.18	
900223			HGHCNTRY/BULYBLTS	2/16/12	54875	3.18	
900288			HGHCNTRY/GLOVES	2/16/12	54839	13.55	
900309			HGHCNTRY/CAP	2/16/12	54861	3.67	
900374			HGHCNTRY/SINGLKEY	2/16/12	54881	12.22	
900400			HGHCNTRY/BROOM	2/16/12	54862	30.53	
900491			HGHCNTRY/SPYPAINT	2/16/12	54877	15.00	
900578			HGHCNTRY/SPRYPNT	2/16/12	54879	9.24	
900581			HGHCNTRY/FLOODFULLL	2/16/12	54878	2.88	
900623			HGHCNTRY/FRTGATE	2/16/12	54834	5.32	
900790			HGHCNTRY/SNOWSHVL	2/16/12	54835	30.04	
900799			HGHCNTRY/JUG	2/16/12	54840	29.39	
901045			HGHCNTRY/SCRWDVR	2/16/12	54863	13.55	
901047			HGHCNTRY/SPRYPNT	2/16/12	54864	23.25	

CITY OF BISHOP CHECK REGISTER 2/16/12

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61830	STATE COMPENSATION INSURA	010680	STATECOMP/DEC2011	2/16/12	54867	26.61	26.61
61831	SOUTHERN CALIFORNIA EDISO	WYERD	SCE/JANFEB12	2/16/12	54803	1,040.53	
		85SIERRA	SCE/JANFEB12	2/16/12	54804	31.63	1,072.16
61832	BISHOP WELDING SUPPLY	713207	BISWELD/PWMETAL	2/16/12	54783	244.59	244.59
61833	PETTY CASH - PARKS DEPT.	PARKS	PETTYCASH/FEB12	2/16/12	54796	195.31	195.31
61834	ADVANCED DATA SYSTEMS, INC	1201004	ADS/JAN12	2/16/12	54782	775.00	775.00
61835	CLINICAL LABORATORY OF SA	919426	CLLAB/PHYSICALPW	2/16/12	54788	15.00	15.00
61836	DEPARTMENT OF JUSTICE	891798	DEPTJUST/PDJAN12	2/16/12	54819	956.00	956.00
61837	HIGH SIERRA AWARDS & ENGR	120159	HGSRANDS/CALDWELL	2/16/12	54791	7.49	7.49
61838	AMERIGAS - BISHOP	CIVIC	AMRGS/936601	2/16/12	54781	932.11	932.11
61839	QUILL CORP	1019236	QUILL/ENVELOPES	2/16/12	54799	41.42	
		9896149	QUILL/PD	2/16/12	54822	48.91	90.33
61840	COMMUNITY PRINTING	38204	COMPRNT/SWR/BUSLIC	2/16/12	54787	62.50	62.50
61841	INYO REGISTER	31393	INYOREG/BIDSMOWR	2/16/12	54806	42.10	
		31394	INYOREG/BIDSPOLLIFT	2/16/12	54807	42.10	
		31400	INYOREG/PUBHRING	2/16/12	54805	124.30	
		31462	INYOREG/MOBILITY	2/16/12	54809	141.15	
		31511	INYOREG/PLAZA	2/16/12	54810	55.80	

CITY OF BISHOP CHECK REGISTER 2/16/12

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61842	TCTI	31544	INVOREG/DOGPARK	2/16/12	54808	48.95	454.40
61843	BISHOP AUTOMOTIVE CENTER	18415	TCTI/PDCOFFMAN	2/16/12	54823	250.00	250.00
61844	VERIZON	78182	BISHAUTO/PDFORD01	2/16/12	54816	267.20	370.93
		78239	BISHAUTO/PDFORD01	2/16/12	54817	103.73	
		1220033,	VERZN/CTYFEBR12	2/16/12	54825	43.60	
		1810109,	VERIZON/PD-FEB12	2/16/12	54827	43.60	
		1810151,	VERIZON/PDFEB12	2/16/12	54826	43.60	
		1811001/	VERZN/PD/FEB12	2/16/12	54828	43.60	334.24
		1812455.	VERZN/CTYFEB12	2/16/12	54814	43.60	
		8724240.	VERZN/CITYFEB12	2/16/12	54812	38.79	
		8727201/	VERZONN/CITYFEB12	2/16/12	54813	37.71	
		8729321.	VRZN/F1REFEB12	2/16/12	54811	39.74	
61845	PARS PHASE II SYSTEMS	22296	REPFEES	2/16/12	54794	1,000.00	1,000.00
61846	PREFERRED SEPTIC	40843	PRFRDSP/FIRE	2/16/12	54797	36.75	212.27
		40858	PRFRDSP/PW	2/16/12	54798	175.52	
61847	LONE PINE LOCKSMITH	10167	LPLOCK/FIRE	2/16/12	54821	2,172.15	2,172.15
61848	GALLS AN ARAMARK COMPANY	511952157	GALLS/POBELT	2/16/12	54820	25.82	25.82
61849	BANK OF AMERICA	GRAH	BOFA/JANFEB12	2/16/12	54784	556.08	556.08
61850	SIERRA CONSERVATION PROJE	2012157	SRACONSV/FEB12	2/16/12	54801	39.00	39.00
61851	JAKE KIDDOO	FEB223	KIDDO/DISTBUCERT	2/16/12	54792	519.45	519.45
61852	VERIZON BUSINESS	JAN12	VERZNL/JAN12	2/16/12	54815	61.79	129.12
		PDJAN12	VERZNL/JAN12	2/16/12	54824	67.33	
61853	PACIFIC TELEMANAGEMENT	354044	PACTELE/MAR12	2/16/12	54795	65.00	65.00
61854	STANTEC CONSULTING SERV.	563570	STANTEC/BISHO9001	2/16/12	54802	976.00	976.00
61855	RESOURCE CONCEPTS, INC.	1200160	RSRCNPTS/WRKONTANK	2/16/12	54800	960.00	960.00
61856	CARMICHAEL BUSINESS TECH.	7972	CBT/PDDOMECHRA	2/16/12	54818	964.87	964.87

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61857	GARY MILICI	FEB22/23	MILICI/DISTBCERT	2/16/12	54790	135.00	964.87
61858	DEPT OF WATER AND POWER	WR#1117464	DWP/PMSIDEWLK	2/16/12	54886	1,700.00	135.00
CHECKS TOTAL						1,700.00	1,700.00
						50,416.95	

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61859	BISHOP CHAMBER OF COMMERC	MAR12	CHAMBRCOMM/MAR12	2/23/12	54893	10,692.00	10,692.00
61860	SOUTHERN CALIFORNIA EDISO	100SMAIN	SCE/JANFEB12.	2/23/12	54908	419.28	
		198MCVR	SCE05/JANFEB12	2/23/12	54922	94.86	
		198MCVR	SCE05/JANFEB12	2/23/12	54923	24.50	
		85BRUCE	SCE/JANFEB12..	2/23/12	54920	21.39	
		85MAIN	SCE07/JANFEB12	2/23/12	54921	208.07	
		85MCIVRPPMP	SCE/JANFEB12	2/23/12	54906	22.19	
		85YANEY	SCE/JAN12	2/23/12	54907	47.17	
61861	BISHOP WELDING SUPPLY	713297	BISWELD/PW	2/23/12	54890	31.92	31.92
61862	DEPARTMENT OF WATER & POW	377WLN	LADWP/JAN12	2/23/12	54930	1,174.13	
		380BIS	LADWP./JAN12	2/23/12	54903	17.59	
		380BIS.	DWP/JAN12.	2/23/12	54904	576.85	
		380BISH	DWP/JANFEB12	2/23/12	54900	53.72	
		380BISH.	DWP./JANFEB12	2/23/12	54902	14.85	
		380BISHP	LADWP./JAN2012	2/23/12	54905	523.40	2,360.34
61863	DEANS PLUMBING & HEATING	42071	DEANS/FIRE	2/23/12	54894	162.70	162.70
61864	KMART	020212	KMART/METALCLOCK	2/23/12	54898	34.47	
		020612	KMART/BATTERIES	2/23/12	54899	38.83	
		021612	KMART/SHOP	2/23/12	54897	66.85	140.15
61865	AMERIGAS - BISHOP	CIVIC	AMRGS/377WLN	2/23/12	54927	395.89	
		POOL	AMRGS/PRKPOOL	2/23/12	54929	217.85	
		SMPLNDRY	AMRGS/SMHP	2/23/12	54926	19.93	
		198MCVER	AMRGS/SMHP	2/23/12	54925	139.54	
		377WLINE	AMRIGS/PD	2/23/12	54913	239.00	
		377WLN	AMRGS/SWERPLNT	2/23/12	54888	743.90	1,756.11
61866	QUILL CORP	1053770	QUILL/PDDECAF	2/23/12	54916	3.76	3.76
61867	DEPT OF HOUSING/COMM DEV	11584	DEPHSCOMHDEV/08-10	2/23/12	54933	27,343.00	27,343.00
61868	SIERRA SECURITY SYSTEMS	443214	SRASEC/JAN12	2/23/12	54924	44.50	44.50
61869	VERIZON	021012	VERZ0N/INTERNET	2/23/12	54928	89.99	89.99
61870	VERIZON WIRELESS	1055238164	VERZ0N/JANFEB12	2/23/12	54909	183.40	183.40
61871	BANK OF AMERICA	PD	BOFA/JAN2012	2/23/12	54917	1,002.69	1,002.69

CHECK NUMBER	VENDOR	INVOICE #	DESCRIPTION	DATE	TRANS#	AMOUNT	CHECK TOTAL
61872	CALPERS	JAN12	PERS EPWC/JAN12	2/23/12	54918	5,737.39	1,002.69
61873	BAUER PLANNING & ENV SVCS	GNRPLENUP	BAUER/SEPT-FEB12	2/23/12	54889	23,425.00	5,737.39
61874	FEDEX	779S39835	FEDEX/CALPERS	2/23/12	54895	62.81	23,425.00
61875	GALLS AN ARAMARK COMPANY	51266985	GALLS/WMSPTANTPD	2/23/12	54911	61.98	62.81
61876	CALIFORNIA SURVEYING &	624259	CALSURV/LASERPM	2/23/12	54892	2,213.51	181.70
61877	BANK OF AMERICA	RAY	BOFA/FIREJAN12	2/23/12	54891	3,302.71	2,213.51
61878	BANK OF AMERICA	KEITH	BOFA/JAN12	2/23/12	54932	5,159.92	3,302.71
61879	ADT SECURITY SERVICES INC	65331502	ADT/MAR12	2/23/12	54919	245.01	5,159.92
61880	VERIZON CALIFORNIA	UH82683	VERZON/PDFEB12	2/23/12	54915	584.72	245.01
61881	INYO/MONO-CO. AG. DEPT	MAPPUS	INYO/MONO/SEMINAR	2/23/12	54910	35.00	584.72
61882	GRANITE CONSTRUCTION	251903	GRANITE/PW	2/23/12	54896	147.19	35.00
61883	INYO/MONO-AG DEPARTMENT	MCELROY	INYO/MONOAG/SEMINAR	2/23/12	54931	35.00	147.19
CHECKS TOTAL						85,777.98	35.00

Rept: PB1395

Run: 02/27/12 08:45:14

CITY OF BISHOP

CANCELLED CHECKS REGISTER

CHECK FISCAL CHECK CHECK

NUMBER YEAR RECORD# VENDOR NAME

AMOUNT

TOTAL DATE

INVOICE#

DESCRIPTION

61819 2012 5797 GUN DOG SUPPLY

228.50-

228.50- 2/27/12

396054

GUNDOG/REMOTE

CANCELLED CHECKS TOTAL

228.50-

(f)

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP
MONTH OF JANUARY 2012

<u>BANK NAME</u>	<u>TYPE</u>	<u>AMOUNT</u>	<u>PERCENTAGE</u>
State Treasury	LAIF	\$5,140,595.18	.385%
TOTAL LOCAL AGENCY INVESTMENT FUND			\$5,140,595.18
TOTAL INVESTMENT PORTFOLIO			\$5,140,595.18



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	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385											

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

www.treasurer.ca.gov/pmia-laif
 February 01, 2012

CITY OF BISHOP

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

PMIA Average Month

Account Number: _____

Transactions
Tran Type Definitions

January 2012 Statement

Effective Date	Transaction Date	Tran Type	Tran Number	Confirm Number	Authorized Caller	Amount
1/6/2012	1/5/2012	RD	1344012		CHERYL M. SOLESBEE	800,000.00
1/13/2012	1/12/2012	QRD	1345756		SYSTEM	4,367.52

Account Summary

Total Deposit:	804,367.52	Beginning Balance:	4,336,227.66
Total Withdrawal:	0.00	Ending Balance:	5,140,595.18

TO: City Council

SUBJECT: CONSENT CALENDAR - PERSONNEL STATUS CHANGE REPORT

DATE: March 12, 2012

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

POLICE DEPARTMENT

- (a) Merit Increase – Sergeant Step 2 to Step 3
\$637.00 / monthly salary increase
\$44.00 / 7% incentives
\$681.00 / total monthly increase
Mairs, Doug 4/1/12
- (b) Part Time Communications Operator
\$15.25 hourly
Thomas, Stephen L. 3/5/12

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE(S)

ABC 211 (6/99)

(h)

TO: Department of Alcoholic Beverage Control
 4800 STOCKDALE HWY
 STE 213
 BAKERSFIELD, CA 93309
 (661) 395-2731

File Number: **519495**
 Receipt Number: **2099825**
 Geographical Code: **1401**
 Copies Mailed Date: **February 29, 2012**
 Issued Date:

RECEIVED

MAR 02 2012

CITY OF BISHOP

DISTRICT SERVING LOCATION: **BAKERSFIELD**
 First Owner: **HOLLON, PATRICIA**
 Name of Business: **HOLY SMOKE TEXAS STYLE BBQ**
 Location of Business: **772 N MAIN ST
 BISHOP, CA 93514-2428**

County: **INYO**
 Is Premise inside city limits? **Yes** Census Tract **0004.00**

Mailing Address: **1680 SHOSHONE DR**
 (If different from premises address) **BISHOP, CA 93514-1962**

Type of license(s): **41**

Transferor's license/name: **470455 / LOPEZ, ARTURO PANTOJA** Dropping Partner: Yes No

<u>License Type</u>	<u>Transaction Type</u>	<u>Fee Type</u>	<u>Master</u>	<u>Dup</u>	<u>Date</u>	<u>Fee</u>
41 - On-Sale Beer And Wine	ANNUAL FEE	NA	Y	0	02/29/12	\$350.00
41 - On-Sale Beer And Wine	PERSON-TO-PERSON TRANSFER	NA	Y	0	02/29/12	\$150.00
NA	ISSUE TEMPORARY PERMIT	NA	N	1	02/29/12	\$100.00
NA	FEDERAL FINGERPRINTS	NA	N	2	02/29/12	\$48.00
NA	STATE FINGERPRINTS	NA	N	2	02/29/12	\$78.00
Total						\$726.00

Have you ever been convicted of a felony? **No**
 Have you ever violated any provisions of the Alcoholic Beverage Control Act, or regulations of the Department pertaining to the Act? **No**
 Explain any "Yes" answer to the above questions on an attachment which shall be deemed part of this application.

Applicant agrees (a) that any manager employed in an on-sale licensed premises will have all the qualifications of a licensee, and (b) that he will not violate or cause or permit to be violated any of the provisions of the Alcoholic Beverage Control Act.

STATE OF CALIFORNIA County of **INYO** Date: **February 29, 2012**

Under penalty of perjury, each person whose signature appears below, certifies and says: (1) He is an applicant, or one of the applicants, or an executive officer of the applicant corporation, named in the foregoing application, duly authorized to make this application on its behalf; (2) that he has read the foregoing and knows the contents thereof and that each of the above statements therein made are true; (3) that no person other than the applicant or applicants has any direct or indirect interest in the applicant or applicant's business to be conducted under the license(s) for which this application is made; (4) that the transfer application or proposed transfer is not made to satisfy the payment of a loan or to fulfill an agreement entered into more than ninety (90) days preceding the day on which the transfer application is filed with the Department or to gain or establish a preference to or for any creditor or transferor or to defraud or injure any creditor of transferor; (5) that the transfer application may be withdrawn by either the applicant or the licensee with no resulting liability to the Department.

Applicant Name(s) **HOLLON, PATRICIA** Applicant Signature(s) **See 211 Signature Page**

HOLLON, STEVEN CRAIG
AMENDED ABC 227 - FORTHCOMING

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

January 31, 2012

CALL TO ORDER:

Vice Chairman Lowthorp called the meeting to order at 7:05 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Lowthorp.

COMMISSIONERS PRESENT:

Lowthorp, Hardy, Bhakta, Gardner, Crom and Malloy

COMMISSIONERS ABSENT:

Huntley

OTHERS PRESENT:

Peter Tracy, City Attorney
Gary Schley, Public Services Officer
Michele Thomas, Secretary
David Grah, Public Works Director
Jim Ellis, Council Member

PUBLIC COMMENT

Vice Chairman Lowthorp 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 Hardy moved to approve the minutes of the November 29, 2011 meeting as written.

Ayes: Malloy, Hardy, Lowthorp, Bhakta, and Gardner
Abstain: Crom

MOTION CARRIED: 5-0

CORRESPONDENCE

None

NEW BUSINESS

- (2) Request for extension of time for Tentative Parcel Map 388 / 287 East Line Street

CONFLICT DECLARATION – 287 EAST LINE STREET

Commissioners Hardy and Malloy declared a conflict of interest due to their ownership of property located within 500 feet of the East Line Street property to be discussed. They left the Council Chambers for the duration of discussion and action on this agenda item.

Roger Barker, property owner of 287 East Line Street, asked for an extension of time for a condo conversion he is presently working on. Work commenced 8-9 years ago with the Tentative Parcel Map approved by the Planning Commission in 2008. Barker is approximately 90% complete with his project.

Crom asked what a reasonable time would be needed to finish the project. Schley stated 18 months would be a reasonable time to allow Barker to complete the project.

Crom moved to approve an 18 month extension of time for Tentative Parcel Map 388 / 287 East Line Street.

MOTION CARRIED 4-0

Commissioners Hardy and Malloy rejoined the meeting at 7:11 p.m.

PUBLIC HEARING

- (3) Final Draft Mobility Element

The Mobility Element is the transportation chapter of the General Plan. The update to the chapter is funded by the Inyo Local Transportation Commission (LTC). The purpose of the Mobility Element is to define how the City will serve the mobility needs of residents, businesses, and visitors while enhancing its environmental, economic, and natural resources.

David Grah, City of Bishop Director of Public Works, reviewed with the Commission the final changes and recent comments received regarding the new Mobility Element. Of the changes suggested, five were to the Mobility Element, and one was to the associated Transportation Report.

Grah asked the Commission to consider the final changes to the Mobility Element and the Transportation Report and to recommend approval to the City Council.

Crom brought up a concern about the city having enough money to maintain and repair existing streets that are in poor condition. He brought up the same concern about the maintenance of additional new streets described in the Mobility Element.

Grah stated that a few years ago a pavement study indicated the overall pavement condition in the city was on the border line between fair and poor. In addition, the study indicated the cost to bring all the streets to fair condition and to maintain them there indefinitely will require about \$1 million per year. In other words, unless the city is able to invest \$1 million per year in pavement maintenance, the overall condition of the streets will continue to deteriorate. In contrast, before cuts to General Fund expenditures in recent years, the city only budgeted about \$10,000 for street maintenance. Grah concurred with Crom that there is a major issue regarding funding for street maintenance, both for existing and proposed streets.

There was no further public comment on this matter.

Vice Chairman Lowthorp closed the Public Hearing at 7:24 p.m.

NEW BUSINESS

(4) Discussion and recommendation of approval for Final Draft Mobility Element

Crom made a motion to approve the Final Draft Mobility Element and Transportation Report with authorization for the Vice-Chairman to execute a letter to the City Council approving the recommendation.

MOTION CARRIED 6-0

Vice-Chairman Lowthorp will be present at the 13 February City Council meeting to represent the Planning Commission's approval of the Final Draft Mobility Element and Transportation Report.

STAFF AND COMMISSION REPORTS:

Schley stated that we currently have one application for a Conditional Use Permit for signage on South Main Street. Schley is in the process of completing the environmental initial study. The application will be on the agenda for the March Planning Commission meeting.

Schley also mentioned to the commission that the City along with our consultant Bauer Planning and Environmental are actively in the process of applying for a Sustainable Communities Block Grant. If awarded, the grant will be used for an update of the General Plan.

ADJOURNMENT:

Vice Chairman Lowthorp adjourned the meeting at 7:29 P.M. The next scheduled meeting will be February 28, 2012 at 7:00 P.M. in the City Council Chambers.


Share Huntley Fox
Vice Chairman Lowthorp


Michele Thomas, Secretary

BISHOP FIRE DEPARTMENT

(j)

ACTIVITY LOG

February, 2012

Date	RunID #	ACTIVITY	City	District	Contract	Other
1-Feb		Departmental Meeting	14	14		
3-Feb	12-0302017	Down Wire, Front of 162 & 143 South Third St.	16			
7-Feb	12-0702018	Dumpster Fire, Rear of 512 North Second Street	15			
8-Feb		Work Night	12	12		
11-Feb	12-1102019	Vehicle Fire, Highway 6				17
11-Feb	12-1102020	Chimney Fire, 2301 Darby Lane		17		
12-Feb	12-1202021	Good Intent, Steam 163 Shout St. Unit 3	20			
14-Feb		Training/Classroom, Fire Shelters	9	9		
15-Feb	12-1502022	Vehicle vs. Tree, 395 1 M. So. Keoghs Hot Springs Rd				11
15-Feb		Departmental Meeting	10	10		
21-Feb	12-2102023	Trouble Alarm, 351 Pa Cu Lane INF SO Building				1
22-Feb	12-2302024	Smoke Investigation, 130 Short St. Wellness Center	11			
22-Feb		Work Night	11	11		
24-Feb		Day Training/Classroom, Fire Shelters	1			
24-Feb	12-2402025	Brush Fire, Mill Creek Road				7
26-Feb	12-2602026	EMS Assist, 168 Short Street Unit 14	15			
27-Feb	12-2702027	Fire Alarm Activation 201 Home St. Home St. School	20			
27-Feb	12-2702028	Smoke Investigation, Highway 395 @ Collins Rd.		18		
28-Feb	12-2802029	Two Vehicle T.C., Front of 187 May St. Cancelled	16			
28-Feb	12-2802030	Two Vehicle T.C., North Main St. @ Wye Road	19			

14

Total of Personnel Responding		Totals Calls
City	189	8
District	92	2
Contract	1	1
Other	35	3
		<u>14</u>



BISHOP POLICE DEPARTMENT

PATROL STATISTICS

REPORTING PERIOD: 01/01/2011 - 02/28/2011

02/29/2012

Statistic	Count
Total Incidents	2173
Calls for Service	1198
Officer Initiated Incidents	975
Traffic Stops	345
Other OIA Incidents	630
Bus/Building checks	39
Veh/Ped Check	55
Total Officer Reports	140
Accident	4
Criminal Accident	1
Felony	11
Information	90
Infraction	2
Misdemeanor	32
Unclassified Reports	0
Total Misdemeanor & Felony Arrests	27
Misdemeanor Arrests	24
Felony Arrests	3
Total Citations	200
Bicycle	1
BISHOP MUNI CODE	11
Infraction	94
Misdemeanor	19
Moving Vehicle	13
Parking	51
Unclassified	11
FIs	0

(K)

JAN & FEB 2011

**BISHOP POLICE DEPARTMENT****PATROL STATISTICS****REPORTING PERIOD: 01/01/2012 - 02/28/2012**

02/29/2012

Statistic	Count
Total Incidents	2272
Calls for Service	1108
Officer Initiated Incidents	1164
Traffic Stops	338
Other OIA Incidents	826
Bus/Building checks	33
Veh/Ped Check	52
Total Officer Reports	146
Accident	8
Criminal Accident	0
Felony	21
Information	59
Infraction	4
Misdemeanor	53
Unclassified Reports	1
Total Misdemeanor & Felony Arrests	43
Misdemeanor Arrests	28
Felony Arrests	15
Total Citations	201
BISHOP MUNI CODE	4
Infraction	46
Misdemeanor	12
Moving Vehicle	2
Parking	14
Unclassified	123
FIs	1

JAN 3 FEB. 2012



CITY OF BISHOP

(L)

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

Department of Public Works Building Permits Issued

2/2012

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
2/21/2012	Mammoth Hospital 130 Short Street Ron Kuppens Roofing	Hot mop re-roof	\$1,000.00	\$0.50	\$1.00
2/17/2012	Pete Peterson 218 South Main Street A. Bowlan Roofing	re roof	\$500.00	\$0.50	\$1.00
2/15/2012	Noe Gadea 177 Academy Street	tenant improvements	\$500.00	\$0.50	\$1.00
2/15/2012	David Hassel (Sierra Station) 308 W. Line Street Bishop Heating & Air Conditio	replace furnaces	\$6,624.86	\$0.00	\$0.00
2/15/2012	Yaney Corner, LLC 787 North Main Street JB Fire Systems, Attn: Jason V	sprinkler system repair	\$17,000.00	\$3.57	\$1.00
2/9/2012	Mammoth Hospital 699 West Line Street Rudolph Construction, Inc.	Tenant improvements	\$14,500.00	\$3.05	\$1.00
2/1/2012	Roger Guffey 772 North Main Street Alpine Signs	replace sign	\$2,553.00	\$0.54	\$1.00
2/1/2012	Eastern Sierra Motors 1440 Highway 6 Alpine Signs	replace signs	\$500.00	\$0.50	\$1.00
		Commercial Totals	\$43,177.86	\$9.16	\$7.00
Residential					
2/28/2012	Craig Overton 212 South Third Street A. Bowlan Roofing	re roof	\$4,000.00	\$0.50	\$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
2/28/2012	Mike McClay 852 Coats Street	re roof	\$2,600.00	\$0.50	\$1.00
2/17/2012	Norman W Graham 157 Fulton Street	re roof	\$4,000.00	\$0.50	\$1.00
2/15/2012	Hopkins Enterprises LP 386 May Street Bishop Heating & Air Conditio	replace furnace	\$3,541.41	\$0.00	\$0.00
2/9/2012	Jan Clover 515 West Elm Street	Sprinkler system	\$3,000.00	\$0.00	\$0.00
2/9/2012	Jan Clover 515 West Elm Street Eastern Sierra Plumbing	replace water main	\$2,000.00	\$0.00	\$0.00
Residential Totals			\$19,141.41	\$1.50	\$3.00

(M)

Sewer Fund Monthly Balances 2011/2012

		End Previous	Change		
Start of Year Combined		\$ 524,795.77	\$ 470,564.53	\$ (54,231.24) Under in capital	
Non capital (6 months)		\$ 280,300.00	\$ 280,300.00	\$ - No change	
Capital		\$ 244,495.77	\$ 190,264.53	\$ (54,231.24) Under in capital	
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ 524,795.77	\$ 64,589.91	\$ 307,100.00	\$ 767,305.86
	Non Capital	\$ 280,300.00	\$ 58,829.67	\$ 181,189.00	\$ 402,659.33
	Capital	\$ 244,495.77	\$ 5,760.24	\$ 125,911.00	\$ 364,646.53
August	Combined	\$ 767,305.97	\$ 88,532.02	\$ 73,473.61	\$ 752,247.56
	Non Capital	\$ 402,659.33	\$ 52,461.69	\$ 43,349.43	\$ 393,547.07
	Capital	\$ 364,646.53	\$ 36,070.33	\$ 30,124.18	\$ 358,700.38
September	Combined	\$ 752,247.56	\$ 66,909.47	\$ 70,996.24	\$ 756,334.33
	Non Capital	\$ 393,547.07	\$ 53,076.20	\$ 41,887.78	\$ 382,358.65
	Capital	\$ 358,700.38	\$ 13,833.27	\$ 29,108.46	\$ 373,975.57
October	Combined	\$ 756,334.33	\$ 89,713.12	\$ 57,888.79	\$ 724,510.00
	Non Capital	\$ 382,358.65	\$ 55,814.69	\$ 34,154.39	\$ 360,698.35
	Capital	\$ 373,975.57	\$ 33,898.43	\$ 23,734.40	\$ 363,811.54
November	Combined	\$ 747,809.45	\$ 63,594.87	\$ 65,313.45	\$ 749,528.03
	Non Capital	\$ 360,698.35	\$ 63,594.87	\$ 38,534.94	\$ 335,638.41
	Capital	\$ 363,811.54	\$ -	\$ 26,778.51	\$ 390,590.06
December	Combined	\$ 749,528.03	\$ 57,925.56	\$ 55,463.57	\$ 747,066.04
	Non Capital	\$ 335,638.41	\$ 54,792.75	\$ 32,723.51	\$ 313,569.17
	Capital	\$ 390,590.06	\$ 3,132.81	\$ 22,740.06	\$ 410,197.31
January	Combined	\$ 747,066.04	\$ 143,577.20	\$ 57,317.47	\$ 660,806.31
	Non Capital	\$ 313,569.17	\$ 53,663.86	\$ 33,817.31	\$ 293,722.62
	Capital	\$ 410,197.31	\$ 89,913.34	\$ 23,500.16	\$ 343,784.13
February	Combined	\$ 660,806.31	\$ 54,996.39	\$ 68,635.95	\$ 674,445.87
	Non Capital	\$ 293,722.62	\$ 54,020.39	\$ 40,495.21	\$ 280,197.44
	Capital	\$ 343,784.13	\$ 976.00	\$ 28,140.74	\$ 370,948.87
March	Combined	\$ 674,445.87			\$ 674,445.87
	Non Capital	\$ 280,197.44	\$ -	\$ -	\$ 280,197.44
	Capital	\$ 370,948.87		\$ -	\$ 370,948.87
April	Combined	\$ 674,445.87			\$ 674,445.87
	Non Capital	\$ 280,197.44	\$ -	\$ -	\$ 280,197.44
	Capital	\$ 370,948.87		\$ -	\$ 370,948.87
May	Combined	\$ 674,445.87			\$ 674,445.87
	Non Capital	\$ 280,197.44	\$ -	\$ -	\$ 280,197.44
	Capital	\$ 370,948.87		\$ -	\$ 370,948.87
June	Combined	\$ 674,445.87			\$ 674,445.87
	Non Capital	\$ 280,197.44	\$ -	\$ -	\$ 280,197.44
	Capital	\$ 370,948.87		\$ -	\$ 370,948.87
End of Year Combined					
Capital %				41%	

(N)

Water Fund Monthly Balances 2011/2012

			End Previous	Change	
Start of Year Combined		\$ 853,192.74	\$ 1,144,727.07	\$ 291,534.33	Several projects
Non capital (6 months)		\$ 311,940.00	\$ 311,940.00	\$ -	No change
Capital		\$ 541,252.74	\$ 832,787.07	\$ 291,534.33	Several projects
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ 853,192.74	\$ 169,315.36	\$ 368,106.90	\$ 1,051,984.28
	Non Capital	\$ 311,940.00	\$ 106,411.14	\$ 228,226.28	\$ 433,755.14
	Capital	\$ 541,252.74	\$ 62,904.22	\$ 139,880.62	\$ 618,229.14
August	Combined	\$ 1,051,984.28	\$ 83,573.34	\$ 86,643.91	\$ 1,055,054.85
	Non Capital	\$ 433,755.14	\$ 56,310.09	\$ 53,719.22	\$ 431,164.27
	Capital	\$ 618,229.14	\$ 27,263.25	\$ 32,924.69	\$ 623,890.58
September	Combined	\$ 1,055,054.85	\$ 103,940.77	\$ 76,072.46	\$ 1,027,186.54
	Non Capital	\$ 431,164.27	\$ 80,467.99	\$ 47,164.93	\$ 397,861.21
	Capital	\$ 623,890.58	\$ 23,472.78	\$ 28,907.53	\$ 629,325.33
October	Combined	\$ 1,027,186.54	\$ 64,475.79	\$ 73,395.42	\$ 1,036,106.17
	Non Capital	\$ 397,861.21	\$ 71,874.28	\$ 45,505.16	\$ 371,492.09
	Capital	\$ 629,325.33	\$ (7,398.49)	\$ 27,890.26	\$ 664,614.08
November	Combined	\$ 1,045,647.68	\$ 53,112.43	\$ 74,408.97	\$ 1,066,944.22
	Non Capital	\$ 371,492.09	\$ 53,112.43	\$ 46,133.56	\$ 364,513.22
	Capital	\$ 664,614.08	\$ -	\$ 28,275.41	\$ 692,889.49
December	Combined	\$ 1,066,944.22	\$ 58,629.37	\$ 62,155.65	\$ 1,070,470.50
	Non Capital	\$ 364,513.22	\$ 57,415.62	\$ 38,536.50	\$ 345,634.10
	Capital	\$ 692,889.49	\$ 1,213.75	\$ 23,619.15	\$ 715,294.89
January	Combined	\$ 1,070,470.50	\$ 59,839.91	\$ 66,065.29	\$ 1,076,695.88
	Non Capital	\$ 345,634.10	\$ 51,907.39	\$ 40,960.48	\$ 334,687.19
	Capital	\$ 715,294.89	\$ 7,932.52	\$ 25,104.81	\$ 732,467.18
February	Combined	\$ 1,076,695.88	\$ 55,276.30	\$ 76,966.28	\$ 1,098,385.86
	Non Capital	\$ 334,687.19	\$ 54,316.30	\$ 47,719.09	\$ 328,089.99
	Capital	\$ 732,467.18	\$ 960.00	\$ 29,247.19	\$ 760,754.36
March	Combined	\$ 1,098,385.86			\$ 1,098,385.86
	Non Capital	\$ 328,089.99	\$ -	\$ -	\$ 328,089.99
	Capital	\$ 760,754.36		\$ -	\$ 760,754.36
April	Combined	\$ 1,098,385.86			\$ 1,098,385.86
	Non Capital	\$ 328,089.99	\$ -	\$ -	\$ 328,089.99
	Capital	\$ 760,754.36		\$ -	\$ 760,754.36
May	Combined	\$ 1,098,385.86			\$ 1,098,385.86
	Non Capital	\$ 328,089.99	\$ -	\$ -	\$ 328,089.99
	Capital	\$ 760,754.36		\$ -	\$ 760,754.36
June	Combined	\$ 1,098,385.86			\$ 1,098,385.86
	Non Capital	\$ 328,089.99	\$ -	\$ -	\$ 328,089.99
	Capital	\$ 760,754.36		\$ -	\$ 760,754.36
End of Year Combined					
Capital %				38%	

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: PUBLIC HEARING – CITY FEES AND CHARGES FY 2012-2013

DATE: MARCH 12, 2012

Discussion: Staff Meetings February/March 2012

Attachments:

1. Timeline for implementing changes for FY 2012-2013
2. Current Resolution No. 11-03 amending and restating certain fees and charges for City services.
3. Department requests for potential fee changes
4. Notice of Public Hearing

BACKGROUND/SUMMARY:

Each year all departments are requested to review fees and charges to determine if they cover the full costs reasonably borne for providing those services.

As part of the process, holding a public hearing and providing proposed changes to the public are required by Chapter 3.22 of the Bishop Municipal Code.

Proposed changes for Fiscal Year 2012-2013 were received from the Public Works and Community Services Departments. A restructuring of the rate schedule for Public Works, Planning, Building and Water and Sewer has also been submitted.

An introduction of an ordinance to update the fees and charges categories in the municipal code is agendized for action at this meeting. At the next meeting scheduled on March 26th, the ordinance will be presented by adoption. A new resolution amending and restating certain fees and charges for City services will be reviewed for potential adoption. If action is taken the fees and charges will be updated to be effective for the next fiscal year beginning July 1, 2011. The Water and Sewer Fees for 2012-2013 as adopted by the City Council on December 14, 2009 will be effective July 1, 2012.

Community Services Department fees, if adopted, will be effective on June 1, 2012.

RECOMMENDATION:

Review the information and hold the public hearing to hear and consider citizen input on amending and restating fees and charges for City services.

**CITY OF BISHOP
FEES AND SERVICE CHARGES
REVISED TIMELINE FOR REVIEW AND IMPLEMENTATION**

FISCAL YEAR 2012-2013

- February 15** Public Works and Community Services revised memos due.
- February 28** Provide proposed fee information for the public
Send Inyo Register Notice of Public Hearing for publication.
- March 1** Publication of Notice of Public Hearing in Inyo Register as required by
GC 66016, 6062a (second printing March 8)
- March 12
Council
Meeting** Second public hearing on proposed fees and charges.

Ordinance for Amending and/or Adding New Fees - First Reading.
Prior year changes need to be incorporated and any new fees to be
charged should be included in this ordinance update. Ordinance
should be adopted prior to the resolution setting fees.
- March 26
Council
Meeting** **Ordinance for Amending and/or Adding New Fees – Adoption.**
Effective in 30 days.

**Resolution and Exhibit A adopting and restating fees and
charges. Effective in 60 days.**
Adoption of resolution and fee schedule followed by executive order to
be signed by the City Administrator.

(66 days in between March 26 and June 1)
- Effective
Dates** Effective date to implement Park fees – June 1
Effective date to implement other department fees – July 1

Revised 2/6/12

RESOLUTION NO. 11-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING AND RESTATING CERTAIN FEES AND CHARGES FOR CITY SERVICES

WHEREAS, the City of Bishop has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIII B of the California Constitution and limit the growth of taxes; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such services; and

WHEREAS, heretofore the City Council has adopted Ordinance Nos. 479 and 507 establishing its policy as to the recovery of costs reasonably borne to be recovered from users of City services and directing staff as to the methodology for implementing said Ordinance; and

WHEREAS, the specific fees to be charged for services must be adopted by the City Council by Resolution, after providing notice and holding a public hearing; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services must be adopted so that the City might carry into effect its policies; and

WHEREAS, it is the intention of the City Council to develop a revised schedule of fees and charges based on the City's budget and projected costs reasonably borne; and

WHEREAS, pursuant to California Government Code § 6062a, a general explanation of the hereinafter contained schedule of fees and charges has been published as required; and

WHEREAS, all requirements of law are hereby found to have been complied with;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BISHOP finds after considering the evidence presented, that the fees imposed hereby do not exceed the City's costs reasonably borne.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BISHOP DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. FEE SCHEDULE ADOPTION. The following schedule of fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by

the appropriate department or the City Finance Department for the herein listed special services when provided by the City or its designated contractors.

SECTION 2. SEPARATE FEE FOR EACH PROCESS. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit-of-measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 3. FEES. The fees shall be charged and collected for the enumerated services as indicated in Exhibit "A".

SECTION 4. INTERPRETATIONS. This Resolution may be interpreted by the several City department heads in consultation with the City Administrator; should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

SECTION 5. CONSTITUTIONALITY. If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

SECTION 6. REPEALER. All resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

SECTION 7. EFFECTIVE DATE. This Resolution shall go into full force and effect immediately, but shall be subject to the terms and conditions of Bishop Municipal Code Chapter 3.22 Fees and Service Charge Revenue/Cost Comparison System (60 days from date of adoption of this resolution – June 24, 2011).

PASSED, APPROVED AND ADOPTED this 25th day of April 2011.



LAURA SMITH, MAYOR

ATTEST: James M. Southworth, City Clerk

By: 

Denise Gillespie, Assistant City Clerk



STATE OF CALIFORNIA}
COUNTY OF INYO }

I, Denise Gillespie, Assistant City Clerk for the City of Bishop, do hereby certify that the whole number of members of the City Council of said City of Bishop is five (5); that the foregoing Resolution No. 11-03 was duly passed and adopted by said City Council; approved and signed by the Mayor of said City; and attested by the City Clerk of said City, all at a regular meeting of said City Council, held on April 25, 2011, and that the same was so passed and adopted by the following roll call vote.

AYES: Cullen, Ellis, Stottlemire, Smith

ABSENT: Griffiths

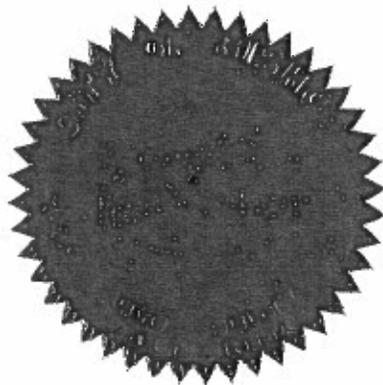
NOES: None

ABSTAIN: None

WITNESS, my hand and the seal of the City of Bishop this 26th day of April, 2011.



Denise Gillespie, Assistant City Clerk
CITY OF BISHOP



CITY OF BISHOP FEES AND CHARGES

<u>No.</u>	<u>Title/Description</u>	<u>Recommended Charges \$</u>
<u>ADMINISTRATION & FINANCE SERVICES</u>		
AF-1	New/Moved Business Application Process	-0-
AF-2	Business License Fees	
	Four Employees or less and not otherwise specified	\$40.00 annually
	Five Employees, less than ten, and not otherwise specified	\$120.00 annually
	Ten Employees or more and not otherwise specified	\$200.00 annually
	Having no Fixed or Permanent Residence in City which conducts business daily in the City	\$50.00 annually per vehicle/or person
	Having no Fixed or Permanent Residence in City which does not conduct business daily in the City	\$50.00 daily or \$400.00 annually each vehicle/or person
	Amusements Generally	\$200.00 annually
	Bowling Alleys	\$40.00 annually per alley
	Public Dancing	\$200.00 annually
	Circuses, Carnivals, etc.	\$50.00 per day
	Contractors and Subcontractors	\$100.00 annually
	Itinerant Locksmiths, Tool Sharpeners, etc.	\$2.50 per day or \$100.00 annually
	Pool Halls, Social Clubs, etc.	\$16.00 annually each pool table and \$100.00 annually for each card table
	Professions	\$40.00 annually
	Sound Trucks, Loud Speakers with permanent place of business in City	\$100.00 annually
	Out of City	\$12.50 per day or \$200.00 annually
AF-3	Bingo Fees	\$15.00 annually

AF-4	New T.O.T. Registration Certificate	-0-
AF-5	Returned Check (NSF) Processing	\$25.00 each
AF-6	Printed Materials/Map Production Sale	\$1.00 page
AF-7	Document Certification/Copying	\$.25 page
AF-8	Records Research Service	Actual Cost
AF-9	City Code and Zoning Code Update	-0-
AF-10	Agenda/Minutes Mailing Service	-0-
AF-11	City Meeting Tape Copies	Actual Cost

COMMUNITY SERVICES

CS-1	Auditorium Rental	\$50.00 First 4 hours \$10.00/hour each additional hour
CS-2	Council Chambers Rental	\$75.00 First 4 hours \$15.00/hour each additional hour
CS-3	Conference Room Rental	\$35.00 First 4 hours \$5.00/hour each additional hour
CS-4	Outside Grounds Rental (Set up, Clean up, Supplies & Service)	Actual Cost
CS-5	Community Center Development Impact Fees	-0-

PARKS AND RECREATION

PR-1	Softball Lights	\$15.00 an hour
PR-2	Tennis Lights	\$4.00 per hour/tokens \$5.00 hour/time clock
PR-3	Softball/Baseball Field	\$25.00 per field
PR-4	Tennis Courts	-0-
PR-5	League Play	Actual Cost

PR-6	Pool Rental	\$25.00 hour/plus cost of aquatic personnel
PR-7	Swim Classes Individual Lesson	\$35.00 for 8 sessions Actual Cost
PR-8	Public Swim – Youth	\$2.00 \$15.00 – 10 Passes
	Public Swim – Adult	\$3.00 \$12.00 – 5 Passes
	Public Swim – Family Pass	\$30.00 – 18 passes
	Public Swim/Lap – Adult	\$2.00 - Season Pass \$80.00
	Public Swim – Showers	\$5.00 day
PR-9	Contract Classes	Actual Cost
PR-10	Special City Sponsored Recreation Activities	Actual Cost
PR-11	Set up/Clean up Services (Electrical Tables, Etc.)	Actual Cost
PR-12	City Park Vendor/Exhibitor Fees/Mule Days	\$20.00 per space \$45.00 camp space
	City Park Vendor/Exhibitor Fees/Labor Day	\$10.00 per space \$45.00 camp space
PR-13	Park Development Impact Fees	-0-

PLANNING

PL-1	Zone Change Review	Actual Cost
PL-2	Variance Review	\$175.00
PL-3	Zone Ordinance Amendment Review	Actual Cost
PL-4	Appeals	½ Original Fee
PL-5	Use Permit Review and Process	\$175.00 plus actual cost
PL-6	Specific Plan Review	Actual Cost
PL-7	General Plan Amendment	Actual Cost
PL-8	Categorical Exemption	\$50.00
PL-9	Negative Declaration Review and Process	\$225.00 plus actual cost

PL-10	EIR Staff Review	\$400.00 Plus Actual Cost
PL-11	Time Extension Review	Actual Cost

PUBLIC SAFETY

PS-1	Check Collection Fee	\$25.00
PS-2	Impound Fee	\$125.00
PS-3	Fingerprints Rolling either by paper and ink; or electronic Live Scan	\$25.00
PS-4	Report Copying – Accident Report	\$20.00
	Report Copying – Other Reports	\$20.00
PS-5	Booking Fees	\$130.00
PS-6	Repossession Processing	\$15.00
PS-7	Parking Fines pursuant to Bishop Municipal Code Title 10 – Vehicles and Traffic Chapter 10.28 Sections 10.28.020 -10.28.200	\$30.00 each violation
PS-8	Handicapped Parking Violations	\$255.00
PS-9	Burning Permit Fee	-0-
PS-10	Plan and Site Review for Flammable or Combustible Liquid Storage	-0-
PS-11	Building Inspection for Fire and Life Safety	-0-
PS-12	Fireworks and Pyrotechnic Special Effects Permit Fee	-0-
PS-13	Building and Site Plan Check	-0-
PS-14	Public Safety Development Impact Fees	-0-
PS-15	Criminal History Check Pursuant to California Family Code 6306	\$10.00

PUBLIC WORKS

Construction Permits

Permits, inspection and related fees for building, plumbing, mechanical and electrical shall be determined as follows:

PW-1 Building Permit Fees

A. Building permit and inspection fees shall be based on total valuation in accordance with the following schedule:

Total Valuation	Fee
\$1 to \$500	\$23.50
\$500 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof

- B. Total valuation shall be determined using International Code Council (ICC) Building Valuation Data current on the permit issue date.
- C. Plan review fees shall be 65% of the permit and inspection fee determined in "A" above and shall be in addition to permit and inspection fee.
- D. Building permit and inspection fees for modular, factory-built, and relocated structures shall be valued at \$35 per square foot.
- E. Fees for other building inspection shall be in accordance with PW-5.
- F. Other permit fees such as fees for plumbing, mechanical, and electrical permit fees are in addition to building permit fees.

PW-2 Plumbing Permit Fees

Description	Fee
A. Permit Issuance	
1. Each permit	\$20
2. Each supplemental permit for which the original permit has not expired or been cancelled or "finaled"	\$10

B.	Unit Fee Schedule (in addition to PW-2 item A above)	
1.	Each plumbing fixture on one trap or a set of fixtures on one trap	\$7
2.	Each building sewer and each trailer park sewer	\$15
3.	Each water heater	\$7
4.	Each gas-piping system of one to five outlets	\$5
5.	Each additional gas piping system outlet, per outlet	\$1
6.	Each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	\$7
7.	Each installation, alteration or repair of water piping and water treating equipment	\$7
8.	Each repair or alteration of drainage or vent piping, each fixture	\$7
9.	Each irrigation system including backflow protection devices	\$7
10.	Each backflow protection devices 2 inch diameter and smaller, 1 to 5	\$7
11.	Each backflow protection devices 2 inch diameter and smaller, more than 5	\$1
12.	Each backflow protection devices over 2 inch diameter	\$15
13.	Each gray water system	\$40
14.	Each propane tank installation including underground piping	\$14
C.	Fees for other plumbing permit and inspection shall be in accordance with Other Inspections, PW-5	

PW-3 Mechanical Permit Fees

	Description	Fee
A.	Permit Issuance	
1.	Each permit	\$20
2.	Each supplemental permit for which the original permit has not expired or been cancelled or "finaled"	\$10
B.	Unit Fee Schedule (in addition to PW-3 item A above)	
1.	Each furnace or heater including ducts and vents up to and including 100,000 British Thermal Units per hour(Btu/h)	\$13.25
2.	Each furnace or heater including ducts and vents over 100,000 Btu/h	\$16.25
3.	Each appliance vent installed and not included in an appliance permit	\$7
4.	Each boiler or compressor to and including 3 horsepower	\$13.25
5.	Each boiler or compressor between 3 and 15 horsepower including 15 horsepower	\$24.25
6.	Each boiler or compressor between 15 and 30 horsepower including 30 horsepower	\$33.25
7.	Each boiler or compressor between 30 and 50 horsepower including 50 horsepower	\$49.50
8.	Each boiler or compressor over 50 horsepower	\$82.75
9.	Each absorption system to and including 100,000 Btu/h	\$13.25
10.	Each absorption system between 100,000 Btu/h and 500,000 Btu/hr including 500,000 Btu/hr	\$24.25
11.	Each absorption system between 500,000 Btu/h and 1,000,000 Btu/hr including 1,000,000 Btu/hr	\$33.25
12.	Each absorption system between 1,000,000 Btu/h and 1,750,000 Btu/hr including 1,750,000 Btu/hr	\$49.50
13.	Each absorption system over 1,750,000 Btu/hr	\$82.75
14.	Each air-handling unit to and including 10,000 cubic feet per minute including ducts	\$9.50

	15. Each air-handling unit over 10,000 cubic feet per minute including ducts	\$16.15
	16. Each evaporative cooler other than portable type including ducts	\$9.50
	17. Each ventilation fan connected to a single duct including duct	\$6.50
	18. Each ventilation system including ducts not part of heating or air conditioning system authorized by a permit	\$9.50
	19. Each hood served by mechanical exhaust including ducts	\$9.50
C.	Fees for other mechanical permit and inspection shall be in accordance with Other Inspections, PW-5	

PW-4 Electrical Permit Fees

	Description	Fee
A.	Permit Issuance	
	1. Each permit	\$20
	2. Each supplemental permit for which the original permit has not expired or been cancelled or "finaled"	\$10
B.	Unit Fee Schedule (in addition to PW-4 item A above)	
	1. Each square foot of residential construction excepting garages, carports, and accessory buildings (For residential construction this fee includes wiring and receptacles, switches, lighting, or other outlets covered for other construction by items 4 and 5 below)	\$0.05
	2. Each in-ground private swimming pool	\$44.25
	3. Each temporary service power pole or pedestal including mounted receptacle outlets and appurtenances	\$22
	4. Each receptacle, switch, lighting or other outlets at which current is used or controlled, 1 to 20	\$1
	5. Each receptacle, switch, lighting or other outlets at which current is used or controlled, over 20	\$0.65
	6. Each appliance or power apparatus not exceeding 1 horsepower or kilowatt total	\$4.25
	7. Each appliance or power apparatus over 1 but not over 10 horsepower or kilowatt total	\$11
	8. Each appliance or power apparatus over 10 but not over 50 horsepower or kilowatt total	\$22
	9. Each appliance or power apparatus over 50 but not over 100 horsepower or kilowatt total	\$66.50
	10. Each appliance or power apparatus over 100 horsepower or kilowatt total	\$75
	11. Each 100 feet or fraction thereof of trolley and plug-in-type busways	\$6.50
	12. Each circuit for signs	\$22
	13. Each service of 600 volts or less and of 200 amperes or less in rating	\$27.25
	14. Each service of 600 volts or less and of over 200 amperes but not over 1000 amperes in rating	\$55.50
	15. Each service over 600 volts or over 1000 amperes in rating	\$111
	16. Each sub-panel	\$16
C.	Fees for other electrical permit and inspection shall be in accordance with Other Inspections, PW-5	

PW-5 Other Inspections

- A. Permits and inspections for which no fee is specifically indicated shall be \$76.79 per hour during normal business hours.
- B. Permits and inspections outside normal business hours shall be charged at a rate of \$115.19 per hour with a minimum of 2 hours.
- C. Re-inspection fees during normal business hours shall be determined as in PW-5 items A and B above.
- D. Plan checking and inspections by consultants shall be the actual consultant cost plus actual administrative and overhead costs.
- E. Investigation of un-permitted work shall be charged at 2 times the cost of the permit and inspection costs had the work been properly permitted.

Other Public Works Fees

Fee Number	Description	Fee
PW-6	Building Relocation Inspection	Actual Cost
PW-7	Building Demolition Inspection and Utility Location	\$165 plus actual cost
PW-8	Snow Removal	Not used
PW-9	Administration and Abatement of Weeds and Refuse	Actual Cost
PW-10	Time Extension Review	Actual Cost
PW-11	Tentative Parcel Map Review	\$450 plus Actual Cost
PW-12	Tentative Tract Map Review	\$550 plus Actual Cost
PW-13	Final Parcel Map Review	Actual Cost
PW-14	Final Tract Map Review	Actual Cost
PW-15	Certificate of Compliance	\$275 plus actual cost
PW-16	Lot Line Adjustment Review	\$225 plus actual cost
PW-17	Appeals	½ Original Fee
PW-18	Home Occupation Review	\$0
PW-19	Right of Way Abandonment Request Process	Actual Cost
PW-20	State Highway Sweeping	Per Contract
PW-21	Street Sweeping	\$130 per hour
PW-22	Storm Drain Maintenance	Actual Cost
PW-23	Earthquake Fault Zone Studies and Peer Review	Actual Cost
PW-24 to 35	See below in Water and Sewer Fees	See below
PW-36	Street Patching	Actual Cost
PW-37	Large Format Plots and Maps	Actual Cost
PW-38	Grading Permit less than 1 acre and 2,500 cubic yards	\$100
PW-39	Grading Permit more than 1 acre or more than 2,500 yards 1. \$50,000 or less of grading work 2. More than \$50,000 grading work	1.5%, \$50 minimum \$250 plus 1%
PW-40	Encroachment Permit for other than construction	Actual Cost
PW-41	Encroachment Permit for construction 1. \$50,000 or less of work 2. More than \$50,000 work	0.5%, \$20 minimum \$250 plus 0.1%

PW-42	Development site work including utilities and drainage 1. \$100,000 or less of work 2. More than \$100,000 of work	3% \$3,000 plus 2%
PW-43	Drainage Development Impact Fees	\$0
PW-44	Strong Motion Instrumentation Program (SMIP) State-Mandated 1. Residential 2. Commercial	0.010% of value 0.021% of value
PW-45	Building Standards Administration Special Revolving Fund – State-Mandated	\$1.00 for each \$25,000 or portion

Water and Sewer Fees

Definitions: For the purposes of water and sewer fees:

1. "Account" is a financial designation that usually equates to one water and one sewer service connection to one dwelling, premises, or customer and is used in accounting and billing.
2. "Bar" means bar with alcoholic beverage license.
3. "Dwelling" means a place of residence with a connection for water service to the city water system.
4. "Hotel," shall include "motels," "rooming houses," "boarding houses," "lodging houses" and "guest homes" and shall be as defined in the Health and Safety Code of the state. Hotel fees include fees for any hotel laundry facility used solely by employees for hotel linen.
5. "Island" means one or two fuel dispensing positions usually with a choice of fuels dispensed from one or more hoses and associated with a public restroom. Fueling satellites controlled from an island are considered part of that island.
6. "Manager's quarters" means a room or apartment occupied and used exclusively by the manager of a hotel, rooming house, motel, mobile home park, trailer park or recreational trailer park.
7. "Mobile home park," "trailer park" and "recreational trailer park" shall be defined as defined in the Health and Safety Code of the state.
8. "Multiple Family Residence" includes condominiums; apartment houses; mobile homes; and recreational vehicles and trailers in parks.
9. "Premises" means a lot, parcel of land, building or establishment.
10. "Restaurant" does not include hospital food service.
11. "Seat" means number of permitted seats or actual seats, whichever is greater.
12. "EDU" means Equivalent Dwelling Unit and relates various water and sewer fees to those for a single family residence.

One Time Water and Sewer Fees

Fee Number	Description	Fee
PW-24	Water Service Permit	\$20
PW-25	Water Service, Main Line to Curb Stop	Actual Cost
PW-27	Testing Backflow Preventers	Actual Cost
PW-28	Water Development Impact Fees	\$2,000 per EDU
PW-29	Water Valve Box for Curb Stop Valve	\$0
PW-30	Hydrant Flow Test	\$50
PW-32	Sewer Service Permit	\$20
PW-33	Sewer Service, Main Line to Property Line	Actual Cost
PW-34	Inspection of Grease Interceptor	Actual Cost
PW-35	Sewer Development Impact Fee	\$2,000 per EDU

Monthly Water and Sewer Fees

The minimum fees for any account equate to fees for 1 EDU. For non-residential uses not listed, fees shall equate to 1 EDU per toilet or equivalent.

THESE FEES WILL BE EFFECTIVE JULY 1, 2011

Description	EDU		Per	Monthly Fee	
	Water	Sewer		Water (PW-26)	Sewer (PW-31)
Single Family Residence	1	1	Each	\$32.00	\$25.96
Multiple Family Residence	0.8	0.8	Unit	\$25.60	\$20.77
Church*	1	1	Each	\$32.00	\$25.02
Church Recreation Hall*	1	1	Each	\$32.00	\$25.02
Hospital*	1/3	1/3	Bed	\$10.67	\$8.65
Convalescent Home	1/3	1/3	Bed	\$10.67	\$8.65
Lodge or Meeting Hall*	1	1	Each	\$32.00	\$25.02
Hall Bar*	1	1	Each	\$32.00	\$25.02
Public School	0.04	0.04	Student	\$1.28	\$0.93
Other School	0.032	0.032	Student	\$1.02	\$0.75
Fairgrounds	7	7	Each	\$224.00	\$175.16
Gas Station*	0.4	1.90	Island	\$12.80	\$49.32
Self Serve Car Wash*	3	3	Stall	\$96.00	\$57.58
Beauty or Barber Shop	1	1	Each	\$32.00	\$25.96
Bar*	0.08	0.08	Seat	\$2.56	\$2.08
Hotel Manager's Quarters*	1	1	Each	\$32.00	\$25.96
Hotel Room*	0.25	0.48	Each	\$8.00	\$12.46
Laundry* (see Hotel definition)	3	3	Each	\$96.00	\$77.88
Laundromat*	0.8	0.8	Washer	\$25.60	\$19.27
Restaurant*	0.10	0.10	Seat	\$3.20	\$2.60
Trailer Dump Facility*	2	2	Each	\$64.00	\$51.92

*These fees are additive for each account



To: Denise Gillespie, Assistant City Clerk
From: David Grah, Director of Public Works
Subject: Public Works 2012/2013 Fees and Charges Update
Date: 14 February 2012

General:

This memo presents the essential elements of the proposed 2012/2013 fiscal year fee and charges update for Public Woks.

Public Works proposes the updates to fees and charges for the 2012/2013 fiscal year as described below and in the attachments. The updates substantially simplify the existing fee structure, better represent the actual costs involved, and result in an increased portion of general fund expenditures being offset by revenues. Water and sewer fees are also updated in accordance with the 2008 rate review.

Planning:

Planning revenue in the 2008/2009 through 2010/2011 fiscal years averaged about 1% of budgeted expenditures although only a portion of planning expenditures can be offset by fees. An analysis was made of the time and expense involved in the various activities that have fees. Proposed fees were set based on this assessment and are expected to bring revenues to about 20% of planning expenditures related to those activities that have fees.

In addition to adjusting fees, a number of planning-related fees that are currently numbered as Public Works fees (PW-) are proposed to be renumbered as Planning fees (PL-).

Building:

Building revenue in the 2008/2009 through 2010/2011 fiscal years averaged about 17% of budgeted expenditures. Most building expenditures can or should be offset by fees.

Building includes all type of building permits and inspection including those that technically only include plumbing, electrical, or mechanical work. The existing fee structure arrives at fees differently for building than it does for plumbing, electrical, and mechanical work. The existing fee structure for plumbing, electrical, or mechanical work is complicated and does not represent the actual costs involved as accurately as the structure used for building work.

An analysis was made of the time and expense involved in the various activities that have fees. Proposed fees were set based on the analysis and are expected to bring revenues to be about 30% of building expenditures. To better represent actual costs, it is proposed that the fee structure for building work also be used for plumbing, electrical, or mechanical work.

Building fees are currently numbered as Public Works fees (PW-). It is proposed to renumber Building fees (BL-) separately from other Public Works fees (PW-).

Miscellaneous Public Works:

Public Works fees that are not related to Planning, Building, Water, or Sewer are currently charged based on actual costs and, in general, a system is in place for tracking and assessing these actual costs. The update proposed for these fees is a renumbering based on some of the fees being reclassified as Planning, Water, and Sewer. Revenue related to these fees is expected to continue to be about 90% of budgeted expenditures.

Water and Sewer:

Proposed Water and Sewer fees are from the 2008 Rate Review approved by the City Council. In addition to that update, it is proposed that Water and Sewer fees be renumbered as such (WA- and SW-) from the remaining Public Works fees (PW-)

Attachments:

1. Proposed Fee and Fee Language Update for Public Works
2. Related Department Executive Order
3. Public Works Department New Versus Old Fee Comparison

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Fee and Fee Language Update for Public Works

Planning Fees

The fee shall be as described in the following table unless the actual cost is greater. If the actual cost is greater, the fee shall be the actual cost.

	Description	Fee
PL-1	Zone Change Review	\$1,500
PL-2	Variance Review	\$1,000
PL-3	Zone Ordinance Amendment Review	\$1,500
PL-4	Appeals	\$300
PL-5	Use Permit Review and Process	\$1,500
PL-6	Specific Plan Review	\$1,500
PL-7	General Plan Amendment	\$1,500
PL-8	Categorical Exemption	\$120
PL-9	Negative Declaration Review and Process	\$1,500
PL-10	EIR Staff Review	\$2,500
PL-11	Time Extension Review	\$500
PL-12	Tentative Parcel Map Review	\$2,000
PL-13	Tentative Tract Map Review	\$2,500
PL-14	Final Parcel Map Review	\$2,000
PL-15	Final Tract Map Review	\$2,500
PL-16	Certificate of Compliance	\$1,000
PL-17	Lot Line Adjustment Review	\$1,000

Building Fees

	Description	Fee
BL-1	Building Permits	See below
BL-2	Residential SMIP Commercial SMIP	0.010% of value 0.021% of value
BL-3	Building Standards Revolving Fund (BSASRF)	\$1.00 for each \$25,000 or portion

1. State-mandated Strong Motion Instrumentation Program (SMIP) and Building Standards Administration Special Revolving Fund (BSASRF) fees do not apply to electrical, mechanical, and plumbing work permitted independent of building work
2. Permits, inspection, and related fees for demolition, grading, building, plumbing, mechanical and electrical shall be the sum of a \$60 administration fee, a valuation fee, and a plan check fee, if required.
3. The valuation fee shall be as described in the following table unless the actual cost is greater. If the actual cost is greater, the valuation fee shall be the actual cost.

Total Valuation	Fee
\$1 to \$500	\$23.50
\$500 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or

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	fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof

4. Except as provided below, total valuation shall be determined using International Code Council (ICC) Building Valuation Data current on the permit issue date with a regional modifier of 0.97.
5. For additions, remodels, tenant improvements, reroofing, and for electrical, mechanical, and plumbing done independent of building work, total valuation shall be provided by applicant or determined using standard construction estimating practices.
6. The plan check fee, when required, shall be 65% of the valuation fee unless the actual cost is greater. If the actual cost is greater, the plan check fee shall be the actual cost.
7. Investigation permitting of un-permitted work shall be charged at 2 times the cost of the permit had the work been properly permitted.
8. Actual cost shall include additional cost of re-inspection.
9. Actual cost for work outside of normal business hours shall be based on 2 hours minimum.

General Public Works Fees

	Description	Fee
PW-1	Snow Removal	Not used
PW-2	Administration and Abatement of Weeds and Refuse	Actual Cost
PW-3	Right of Way Abandonment Request Process	Actual Cost
PW-4	Street Sweeping	\$130 per hour
PW-5	Storm Drain Maintenance	Actual Cost
PW-6	Street Patching	Actual Cost
PW-7	Large Format Plots and Maps	Actual Cost
PW-8	Encroachment Permit for other than construction	Actual Cost
PW-9	Encroachment Permit for construction	
	1. \$50,000 or less of work	0.5%, \$20 minimum
	2. More than \$50,000 work	\$250 plus 0.1%

Water and Sewer Fees

Definitions: For the purposes of water and sewer fees:

1. "Account" is a financial designation that usually equates to one water and one sewer service connection to one dwelling, premises, or customer and is used in accounting and billing.
2. "Bar" means bar with alcoholic beverage license.

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Fee and Fee Language Update for Public Works

3. "Dwelling" means a place of residence with a connection for water service to the city water system.
4. "Hotel," shall include "motels," "rooming houses," "boarding houses," "lodging houses" and "guest homes" and shall be as defined in the Health and Safety Code of the state. Hotel fees include fees for any hotel laundry facility used solely by employees for hotel linen.
5. "Island" means one or two fuel dispensing positions usually with a choice of fuels dispensed from one or more hoses and associated with a public restroom. Fueling satellites controlled from an island are considered part of that island.
6. "Manager's quarters" means a room or apartment occupied and used exclusively by the manager of a hotel, rooming house, motel, mobile home park, trailer park or recreational trailer park.
7. "Mobile home park," "trailer park" and "recreational trailer park" shall be defined as defined in the Health and Safety Code of the state.
8. "Multiple Family Residence" includes condominiums; apartment houses; mobile homes; and recreational vehicles and trailers in parks.
9. "Premises" means a lot, parcel of land, building or establishment.
10. "Restaurant" does not include hospital food service.
11. "Seat" means number of permitted seats or actual seats, whichever is greater.
12. "EDU" means Equivalent Dwelling Unit and relates various water and sewer fees to those for a single family residence.

Monthly Water and Sewer Fees

The minimum fees for any account equate to fees for 1 EDU. For non-residential uses not listed, fees shall equate to 1 EDU per toilet or equivalent.

Description	EDU		Per	Monthly Fee	
	Water	Sewer		Water (WA-1)	Sewer (SW-1)
Single Family Residence	1	1	Each	\$32.00	\$27.58
Multiple Family Residence	0.8	0.8	Unit	\$25.60	\$22.06
Church*	1	1	Each	\$32.00	\$26.59
Church Recreation Hall*	1	1	Each	\$32.00	\$26.59
Hospital*	1/3	1/3	Bed	\$10.67	\$9.19
Convalescent Home	1/3	1/3	Bed	\$10.67	\$9.19
Lodge or Meeting Hall*	1	1	Each	\$32.00	\$26.59
Hall Bar*	1	1	Each	\$32.00	\$26.59
Public School	0.04	0.04	Student	\$1.28	\$0.99
Other School	0.032	0.032	Student	\$1.02	\$0.79
Fairgrounds	7	7	Each	\$224.00	\$186.10
Gas Station*	0.4	1.90	Island	\$12.80	\$52.40
Self Serve Car Wash*	3	3	Stall	\$96.00	\$61.17
Beauty or Barber Shop	1	1	Each	\$32.00	\$27.58
Bar*	0.08	0.08	Seat	\$2.56	\$2.21

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 Fee and Fee Language Update for Public Works

Hotel Manager's Quarters*	1	1	Each	\$32.00	\$27.58
Hotel Room*	0.25	0.48	Each	\$8.00	\$13.24
Laundry* (see Hotel definition)	3	3	Each	\$96.00	\$82.74
Laundromat*	0.8	0.8	Washer	\$25.60	\$20.47
Restaurant*	0.10	0.10	Seat	\$3.20	\$2.76
Trailer Dump Facility*	2	2	Each	\$64.00	\$55.16

*These fees are additive for each account

One Time Water and Sewer Fees

	Description	Fee
WA-2	Water Service Permit	\$50
WA-3	Water Service Construction Main to Curb Stop	Actual Cost
WA-4	Water Backflow Preventers Test	Actual Cost
WA-5	Water Development Impact Fees	\$2,000 per EDU
WA-6	Water Valve Box for Curb Stop Valve	\$0
SW-2	Sewer Service Permit	\$50
SW-3	Sewer Service Construction Main to Property	Actual Cost
SW-4	Sewer Grease Interceptor Inspection	Actual Cost
SW-5	Sewer Development Impact Fee	\$2,000 per EDU

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY STIPULATE that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for city services for Fiscal Year 2012-2013.

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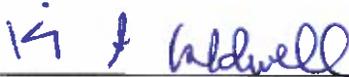
Department Head Signature

Public Works

Department

21 December 2011

Date Submitting Proposed Changes



Keith Caldwell, ~~Interim~~ City Administrator

City of Bishop
2012/2013 Fee Update

20 December 2011

Public Works Department New Versus Old Fee Comparison

NEW ID	NEW DESCRIPTION	FEE	OLD ID	OLD DESCRIPTION	OLD FEE
Planning					
PL-1	Zone Change Review	\$1,500	PL-1	Zone Change Review	Actual Cost
PL-2	Variance Review	\$1,000	PL-2	Vairance Review	\$175
PL-3	Zone Ordinance Amendment Review	\$1,500	PL-3	Zone Ordinance Amendment Review	Actual Cost
PL-4	Appeals	\$300	PL-4	Appeals	1/2 Original Fee
PL-5	Use Permit Review and Process	\$1,500	PL-5	Use Permit Review and Process	\$175 plus actual cost
PL-6	Specific Plan Review	\$1,500	PL-6	Specific Plan Review	Actual Cost
PL-7	General Plan Amendment	\$1,500	PL-7	General Plan Amendment	Actual Cost
PL-8	Categorical Exemption	\$120	PL-8	Categorical Exemption	\$50
PL-9	Negative Declaration Review and Process	\$1,500	PL-9	Negative Declaration Review and Process	\$225 plus Actual Cost
PL-10	EIR Staff Review	\$2,500	PL-10	EIR Staff Review	\$400 plus actual cost
PL-11	Time Extension Review	\$500	PL-11	Time Extension Review	Actual Cost
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PL-16	Certificate of Compliance	\$1,000	PW-15	Certificate of Compliance	\$275 plus Actual Cost
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Building					
BL-1	Building Permits	See Description	Various	See Note	Various
BL-2	Residential SMIP Commerical SMIP	0.010% of value 0.021% of value	PW-44	Strong Motion Instrumentation Program (SMIP) 1. Residential 2. Commercial	No Change
BL-3	Building Standards Revolving Fund (BSASRF)	\$1.00 for each \$25,000 or portion	PW-45	Building Standards Administration Special Revolving Fund - State-Mandated	No Change
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PW-1	Snow Removal	Not used	PW-8	Snow Removal	No Change
PW-2	Administration and Abatement of Weeds and Refuse	Actual Cost	PW-9	Administration and Abatement of Weeds and Refuse	No Change
PW-3	Right of Way Abandonment Request Process	Actual Cost	PW-19	Right of Way Abandonment Request Process	No Change
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PW-6	Street Patching	Actual Cost	PW-36	Street Patching	No Change
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PW-8	Encroachment Permit for other than construction	Actual Cost	PW-40	Encroachment Permit for other than construction	No Change
PW-9	Encroachment Permit for construction 1. \$50,000 or less of work 2. More than \$50,000 work	0.5%, \$20 minimum \$250 plus 0.1%	PW-41	Encroachment Permit for construction 1. \$50,000 or less of work 2. More than \$50,000 work	No Change
PW-10	Drainage Development Impact Fees	\$0	PW-43	Drainage Development Impact Fees	No Change
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WA-1	Monthly Water	See table	PW-26	Monthly Water	No Change
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WA-6	Water Valve Box for Curb Stop Valve	\$0	PW-29	Water Valve Box for Curb Stop Valve	No Change
Sewer					
SW-1	Monthly Water	See table	PW-31	Monthly Water	No Change
SW-2	Sewer Service Permit	\$20	PW-32	Sewer Service Permit	\$20
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To: Denise Gillespie, Assistant City Clerk
From: Keith Caldwell, City Administrator/Community Services Director
Subject: Community Services/ Business License 2011/2012 Fees and Charges
Date: February 13, 2012
General:

It has been requested to update the current Fees and Charges as stated below for Community Services. There are no proposed changes for Business Licensing.

Community Services Fees-

Request to update Pool Rental and Pool Entry Rates

Our community children thrive partly because of services provided thru the City of Bishop encouraging health and physical fitness. The Community Services Department continues to focus on the goal of providing these services at a low cost. We have managed for the passed several years to maintain the budget knowing we would have much less revenues than expense rates each year. We are asking this year for an increase to help with the continued rise in prices for the supplies needed for maintenance and care of the pool and staff.

All Pool Change requests:

Current Fee	Proposed Fees
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Youth Pass 10 swims for \$15.00	Pass 10 swims for \$25.00
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Season Pass(unlimited use) \$80.00	Season Pass \$120.00
Family Pass 18 swims for \$30	Family Pass 18 swims for \$42.00
Pool Rental \$25 per hour, plus staff cost	Pool Rental \$50 per hour, plus staff cost

Currently our cost for staff time alone is an expense of \$18,144 for one month. This expense for staff time for eight hour days for these months, consists of 5 lifeguards at \$9 per hour, 2 WSI at \$11 per hour , 2 managers at \$12 and our Aquatics Coordinator at \$15.50 per hour.

Revenue estimates are based on an average of 100 swimmers per day that pay a daily rate, 70% children 30 % adults, producing an estimated total revenue for public swim of \$7000 per month. We average 15 regular lap swimmers, if they all paid for two lap swim times per day five days a week, we would see a total revenue of \$750 per month. We sell an average of 6 Lap Swim passes per year, outside of our 15 regulars, at an estimated total of \$720 for the season. An average of 15 Family Passes, 25 Youth Passes and 10 Adult Passes at revenue of \$1455. We also currently allow families and entities the option of renting the pool facility for private parties. The current rate is \$25 per hour just for the pool rental, plus the actual cost of personnel. We would like to see this rate readjusted to \$50 per hour to cover increases in propane, chemical costs and equipment maintenance costs. Outside of school pool parties, we average 15 parties per season. This will give us estimated revenue of \$375.

If these new fees are implemented June 1, 2012 our estimated revenue will only be \$21,875 for the remainder of this season. The City will still have to absorb the remaining expenses of \$23,485 for staff time and the utilities and supplies not supported by the pool rental fee.

The fees requested are set at a cost that does not exceed the amount paid by the City to provide services.

Field Light Use-

With an average of 35 requests from private parties for field lights, it costs the City of an average of \$18.96 per hour just to pay for electricity and staff to set and reset the timer. Currently our light fee is \$15.00 per hour. The cost of electricity varies from \$8.00-\$11.25 per hour. It takes one full time staff member about 20 minutes to set and reset the timer, an expense of \$9.33 each request. Staff averages 6 light bulb changes per year at an average cost of \$55 per bulb and approximately 6 hours with one full time staff member and one part-time for maintenance at an estimated expense of \$6.85 per hour.

At an expense of \$25.81 for electricity, staff time for setting the timer and maintenance for the system, the \$20 change request does not exceed the cost to the City to provide this service.

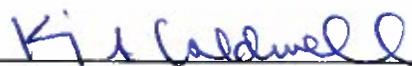
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DEPARTMENT EXECUTIVE ORDER

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Department Head Signature

Community Services Department

Department

February 17, 2012

Date Submitting Proposed Changes



Keith Caldwell, City Administrator

NOTICE OF PUBLIC HEARING
CITY OF BISHOP FEES AND CHARGES

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing at the regular meeting on Monday, March 12, 2012 at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, to hear and consider citizen input on proposed amendments to fees and charges for city services established by resolution.

Departmental staff reports of the proposed fees increases are available for public review at City Hall, 377 West Line Street, Bishop, California and the City's website at www.ca-bishop.us.

PROPOSED INCREASES:

Community Services/Parks and Recreation – Increase costs for softball light; pool rental; public swim; swim passes; and lap swim. Fees would become effective June 1, 2012.

Public Works/Planning – Restructuring of the categories historically listed under Public Works will be separated under Planning, Building, Public Works, Water, and Sewer as appropriate. Increases in all categories have been proposed and would become effective July 1, 2012.

Water and Sewer Fees for 2012-2013 as adopted by the City Council on December 14, 2009 will be effective July 1, 2012.

ANY persons wishing to comment are invited to attend said hearing, call the City Clerk's office at 760-873-5863, or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the date of said hearing.

Published: 3/1/12; 3/8/12

City of Bishop
 2012/2013 Fiscal Year Fee Revision
 Fee and Fee Language Update for Public Works

Hotel Manager's Quarters*	1	1	Each	\$32.00	\$27.58
Hotel Room*	0.25	0.48	Each	\$8.00	\$13.24
Laundry* (see Hotel definition)	3	3	Each	\$96.00	\$82.74
Laundromat*	0.8	0.8	Washer	\$25.60	\$20.47
Restaurant*	0.10	0.10	Seat	\$3.20	\$2.76
Trailer Dump Facility*	2	2	Each	\$64.00	\$55.16

*These fees are additive for each account

One Time Water and Sewer Fees

	Description	Fee
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WA-3	Water Service Construction Main to Curb Stop	Actual Cost
WA-4	Water Backflow Preventers Test	Actual Cost
WA-5	Water Development Impact Fees	\$2,000 per EDU
WA-6	Water Valve Box for Curb Stop Valve	\$0
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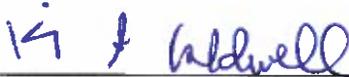
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City of Bishop
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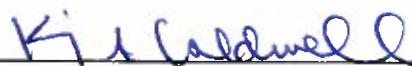
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Department Head Signature

Community Services Department

Department

February 17, 2012

Date Submitting Proposed Changes



Keith Caldwell, City Administrator

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Water and Sewer Fees for 2012-2013 as adopted by the City Council on December 14, 2009 will be effective July 1, 2012.

ANY persons wishing to comment are invited to attend said hearing, call the City Clerk's office at 760-873-5863, or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the date of said hearing.

Published: 3/1/12; 3/8/12

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KCC*

SUBJECT: PUBLIC HEARING – ENVIRONMENTAL REVIEW – 174 SOUTH MAIN ST.

DATE: MARCH 12, 2012

Attachments: Documents under New Business – Negative Declaration RJG Plaza

BACKGROUND/SUMMARY

The Mayor will open a public hearing to hear and consider public comment on an Initial Study and Negative Declaration to allow RJG Plaza to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial District at 174 South Main Street which is located in a C-1 Zoning District (General Commercial and Retail).

Four separate business occupancies are proposed for RJG Plaza. The project is proposing a total of 504 square feet of new and reconfigured signage exceeding the allowable 80 square feet of signage per business.

RECOMMENDATION

Hold the public hearing. Action is requested under New Business.

NEW BUSINESS #7

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: PUBLIC HEARING – ENVIRONMENTAL REVIEW – CITY DOG PARK

DATE: MARCH 12, 2012

Attachments: Documents included under New Business for the Negative Declaration for the City Dog Park

BACKGROUND/SUMMARY

The Mayor will open a public hearing to hear public comment on an Initial Study and Negative Declaration to allow the City of Bishop to construct and maintain a Dog Park to accommodate off-lease dog activity within the Bishop City Park which is located in an O-C Zoning District (Open Space).

RECOMMENDATION

Hold the public hearing. Action is requested under New Business.

NEW BUSINESS # 8

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KJC

SUBJECT: Negative Declaration – RJG Plaza Signage

DATE: March 12, 2012

Attachments: Staff Memo
Draft Negative Declaration of Environmental Impact
Initial Study and Environmental Assessment
Environmental Information Form
Responding Agency comments

BACKGROUND/SUMMARY

The proposed project request by RJG Plaza is to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial District. The proposal is 504 square feet of signage for 4 different business occupancies at 174 South Main Street.

The proposed signs are as follows;

- Four 48 square feet wall signs attached to the facility west facing wall.
- One round wall sign (existing) of approximately 72 square feet.
- One fifteen feet by twenty five feet monument sign structure with 5 separate 48 square feet signs attached.

Three of the businesses will have 96 square feet of signage apiece, the fourth will have 144 square feet of signage and the RJG Plaza will have 72 square feet of signage.

RECOMMENDATION

City Council consideration to adopt a Negative Declaration to allow RJG Plaza to set aside Bishop Municipal Code 17.76.100 Signs-Commercial District at 174 South Main Street located in a C-1 Zoning district (General Commercial Retail).

MEMORANDUM

Date: March 6, 2012

To: Keith Caldwell, City Administrator 

From: Gary Schley, Public Services Officer 

Project Title: Environmental Review / RJG Plaza Signage

Project Proponent: Randy Gillespie
RJG Investments LLC
174 South Main Street
Bishop, Ca 93514

Project Location: The project will be located at RJG Plaza, 174 South Main Street (APN 01-182-40) within the incorporated area of Bishop, California.

Subject: This draft Negative Declaration / Environmental Initial Study concerns a request by RJG Plaza to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial Districts. The request is for 504 square feet of signage for four separate business occupancies.

Background: An Environmental Initial Study was completed for the proposed project and the Initial Study Draft Negative Declaration were submitted to the State Clearinghouse, select state agencies, and the public for review and comment. The Governor's Office of Planning and Research acknowledged that we have complied with State Clearinghouse review requirements for draft environmental documents, pursuant to the California Environmental Quality Act.

Recommendation: Review the Initial Study and Draft Negative Declaration for the request of a Negative Declaration of Environmental Impact.

Attachment: Draft Negative Declaration of Environmental Impact
Initial Study and Environmental Assessment
Environmental Information Form
Responding agency comments



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
P. O. Box 1236 - Bishop, California 93515
City Hall 760-873-5863 Public Works 760-873-8458
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Draft Negative Declaration of Environmental Impact

Date: February 2, 2012

Subject: Draft Negative Declaration of Environmental Impact

Project Title: Environmental Review / RJG Plaza Signage

Project Proponent: Randy Gillespie
RJG Investments LLC
174 South Main Street
Bishop, Ca 93514

Project Location: The project will be located at RJG Plaza, 174 South Main Street (APN 01-182-40) within the incorporated area of Bishop, California.

Project Description: This Initial Study concerns a request by RJG Plaza to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial Districts. The proposal is for 504 square feet of signage for four separate business occupancies at 174 South Main Street. The proposed signage will be in several locations on site; four 48 square feet wall signs attached to the facility west facing wall, one round wall sign (existing) of plus/minus 72 square feet and one fifteen feet by twenty five feet monument sign structure with five separate 48 sq. ft. signs attached. Three of the business occupancies will have 96 sq. ft. of signage apiece, the fourth will have 144 sq. ft. of signage and the RJG Plaza will have 72 sq. ft. of signage.

Proposed Finding: Based upon the Initial Study and Environmental Evaluation of the proposed project, the project involves no potential for adverse effect, either individually or cumulatively, on wildlife, native plants, streams, water courses, scenic or historic resources and human beings.

The review period for the Draft Negative Declaration expires: March 9, 2012

 for

Keith Caldwell, Director of Planning

2/2/2012

Date

City of Bishop

Environmental Initial Study

February 2, 2012

1. Project title: *Environmental Review / RJG Plaza Signage*
2. Lead agency name and address: *City of Bishop
377 W. Line Street
Bishop, Ca 93514*
3. Contact person and phone number: *Keith Caldwell 760/873-5863*
4. Project location: *174 S. Main Street
Bishop, CA 93514
APN 01-182-40*
5. Project sponsor's name and address: *Randy Gillespie
RJG Investments LLC
174 South Main Street
Bishop, Ca 93514*
6. General plan designation: *General Commercial and Retail*
7. Zoning *C-1*
8. Description of project: (Describe the whole action involved, including but not limited to later phases of the project, and any secondary, support, or off-site features necessary for its implementation. Attach additional sheets if necessary.)
This Initial Study concerns a request by RJG Plaza to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial Districts. The proposal is for 639 square feet of signage for four separate business occupancies at 174 South Main Street. The proposed signage will be in several locations on site; four 48 square feet wall signs attached to the facility west facing wall, one round wall sign (existing) of plus/minus 72square feet and one 15ft. x 25 ft. monument sign structure with five separate 75 sq. ft. signs attached. Three of the business occupancies will have 123 sq. ft. of signage, the fourth will

have 198 sq. ft. of signage and RJG Plaza will have 72 sq. ft. of signage.

9. Surrounding land uses and setting: Briefly describe the project's surroundings:
The project parcel and adjacent parcels have zoning designations of C-1 General Commercial and Retail. The setting to the west is US 395 (Main St.), to the north is a sporting goods store, to the south is Short Street and to the east is an office facility.
10. Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.)
City of Bishop building and conditional use permits

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

Aesthetics	Agriculture Resources	Air Quality
Biological Resources	Cultural Resources	Geology /Soils
Hazards & Hazardous Materials	Hydrology / Water Quality	Land Use / Planning
Mineral Resources	Noise	Population / Housing
Public Services	Recreation	Transportation/Traffic
Utilities / Service Systems	Mandatory Findings of Significance	

DETERMINATION:

On the basis of this initial evaluation:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>a) Have a substantial adverse effect on a scenic vista?</p> <p><i>The project site is an existing retail facility with paved parking lot. The proposed signage will be placed on the existing structure west facing wall and a proposed fifteen feet by twenty-five feet monument sign structure. The increase in signage will change the scenic view but not so much to consider a significant effect on scenic vistas.</i></p>			◆	
<p>b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?</p> <p><i>There are no scenic resources on the proposed project site, therefore will not substantially damage any scenic resources.</i></p>				◆
<p>c) Substantially degrade the existing visual character or quality of the site and its surroundings?</p> <p><i>The proposed project is an infill development with existing signage. The proposed project will be increasing existing signage and installing four wall signs to the existing structures west facing wall which will have a less than significant impact on the existing visual character or the quality of the site and its surroundings.</i></p>			◆	
<p>d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?</p> <p><i>The intensity of the lighting of the signs, especially the monument sign shall be kept to a minimum so as not to increase the fugitive light from the facility. With this measure implemented, substantial light and glare will have a less than significant impact on day or nighttime views.</i></p>			◆	

II. AGRICULTURE RESOURCES: In

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project:

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?



The project is not located on prime or unique farmland or farmland of statewide importance, therefore, has no impact.

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?



The project is located on non-agricultural land within the City of Bishop.

c) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use?



This project site and surrounding sites are a non-agricultural use.

III. AIR QUALITY -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

a) Conflict with or obstruct implementation of the applicable air quality plan?



This project will not compromise air quality,

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>therefore, will have no conflict or obstruct an air quality plan.</i>				
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation? <i>This project will not compromise air quality; therefore, will have no impact on air quality.</i>				◆
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)? <i>This project will not increase any criteria pollutant; therefore, will have no impact on air quality.</i>				◆
d) Expose sensitive receptors to substantial pollutant concentrations? <i>This project will not expose sensitive receptors to substantial pollutant concentrations.</i>				◆
e) Create objectionable odors affecting a substantial number of people? <i>This project will not create any objectionable odors, therefore, has no impact.</i>				◆
IV. BIOLOGICAL RESOURCES -- Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? <i>The project site is an existing developed facility, located in the down town area,</i>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>therefore, will not effect any sensitive species or there habitat.</i>				
<p>b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?</p> <p><i>The project site is an existing developed facility containing no riparian habitat or other natural sensitive community.</i></p>				◆
<p>c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?</p> <p><i>The project site is an existing developed facility with no wetlands.</i></p>				◆
<p>d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?</p> <p><i>The project site is an existing developed facility that will not interfere with native residents, migratory fish or wildlife movement, migration, or nursery habitat.</i></p>				◆
<p>e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?</p> <p><i>The project will not conflict with any local policies or ordinances protecting biological resources.</i></p>				◆
f) Conflict with the provisions of an adopted				

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan? <i>The project will not conflict with any local, regional or state habitat conservation plan.</i>				◆
V. CULTURAL RESOURCES -- Would the project:			◆	
a) Cause a substantial adverse change in the significance of a historical resource as defined in '15064.5? <i>There are no known historical resources on the project site. Should evidence of potential significant historical or cultural resources be discovered during construction of the project, a mitigation plan shall be developed and completed prior to further construction or earth disturbance. By implementing the above measures the project will have a less than significant effect on historical or cultural resources?</i>				
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to '15064.5? <i>See V (a) above</i>				◆
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? <i>The project will not destroy any unique paleontological resource or site or unique geologic feature.</i>				◆
d) Disturb any human remains, including those interred outside of formal cemeteries? <i>No human remains have been discovered, nor are any expected to exist on this project site.</i>				◆
VI. GEOLOGY AND SOILS -- Would the				

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving				◆
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42. <i>There is no evidence of an earthquake fault on this site according to Alquist- Priolo Special Studies Zones, SW ¼ Bishop Quadrangle Official Map.</i>				◆
ii) Strong seismic ground shaking? <i>Seismic ground shaking at the project site is a possibility. The proposed signs will be attached to a structure that is constructed to the 2010 California Building Code requirements and standards. Therefore, this potential is considered less than significant.</i>			◆	
iii) Seismic-related ground failure, including liquefaction? <i>The project signage will be attached to an already structural designed and constructed facility, therefore, having no impact.</i>				◆
iv) Landslides? <i>The project site is level land with the adjacent area within 2 to 3 miles being relatively flat; therefore, the potential to landslides has no impact.</i>				◆
b) Result in substantial soil erosion or the loss of topsoil? <i>The project site is a flat paved lot with adjacent properties and city streets presently developed.</i>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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Therefore having no impact.

c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?

While the surrounding area is prone to earth quake activity and contains numerous earthquake fault lines, the project site is not located within any earthquake fault zone.



d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?

See VI. (iii) above



e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?

There is a waste water disposal system already in place, therefore, having no impact.



VII. HAZARDS AND HAZARDOUS MATERIALS B Would the project:

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

The project will not transport, use, or dispose hazardous material, therefore have no impact.



b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?



	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>The project will not create a significant hazard to the public.</i>				
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school? <i>There is not a school within a ¼ mile of the project site, therefore, will have no impact.</i>				◆
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? <i>This project site is not located on a list of hazardous material sites.</i>				◆
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? <i>This project is within one mile of the Bishop airport and is close to the normal traffic pattern for Runway 30. The project will not significantly increase safety hazard.</i>				◆
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? <i>There is no private airstrip in the project area.</i>				◆
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? <i>The project will not have an adverse impact with any emergency response plan or emergency evacuation plan.</i>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>h) Expose people or structures to a significant risk of loss, injury or death involving wild land fires, including where wild lands are adjacent to urbanized areas or where residences are intermixed with wild lands?</p> <p><i>The project site is within an urban area. The potential for a wild land fire will have no impact.</i></p>				◆
VIII. HYDROLOGY AND WATER QUALITY -- Would the project:				
<p>a) Violate any water quality standards or waste discharge requirements?</p> <p><i>The project will not impact water quality standards.</i></p>				◆
<p>b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?</p> <p><i>Water service will not be required for the proposed project.</i></p>				◆
<p>c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?</p> <p><i>This project will not alter any drainage pattern, course of a stream or river or cause any substantial erosion.</i></p>				◆
<p>d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or</p>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?</p> <p><i>The project site is an existing developed facility surrounded by developed area. The project will not alter the existing drainage pattern or increase the amount of surface runoff creating flooding on or off site.</i></p>				
<p>e) Create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff?</p> <p><i>The project will not alter the existing drainage pattern or increase the amount of surface runoff to exceed the storm water drainage system capacity.</i></p>				◆
<p>f) Otherwise substantially degrade water quality?</p> <p><i>The project will not substantially degrade water quality, therefore, have no impact.</i></p>				◆
<p>g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?</p> <p><i>The project site is not within a 100-year flood hazard area (Flood Insurance Rate Map Panel #060074 0001 June 19, 1985), therefore, will have no adverse impact.</i></p>				◆
<p>h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?</p> <p><i>The project site is not within a 100-year flood hazard area, therefore, will have no adverse impact.</i></p>				◆
<p>i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the</p>			◆	

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>failure of a levee or dam?</p> <p><i>Flooding due to a dam failure at this project site is a possibility according to the inundation maps prepared by Southern California Edison Co. This possibility is so remote it is considered a less than significant impact.</i></p>				
<p>j) Inundation by seiche, tsunami, or mudflow?</p> <p><i>This project site is not subject to seiche, tsunami, or mudflow, therefore will have no adverse impact.</i></p>				◆
<p>IX. LAND USE AND PLANNING - Would the project:</p>				
<p>a) Physically divide an established community?</p> <p><i>This project will not physically divide an established community, therefore, have no impact.</i></p>				◆
<p>b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?</p> <p><i>The project will conflict with the jurisdiction zoning ordinance. Approval of a conditional use permit to set aside Bishop Municipal Code Section 17.76.100 Signs-Commercial districts is required.</i></p>			◆	
<p>c) Conflict with any applicable habitat conservation plan or natural community conservation plan?</p> <p><i>This project will not conflict with any conservation plan or community conservation plan.</i></p>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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X. MINERAL RESOURCES -- Would the project:

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?



No mineral resources exist on this site.

b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?



No mineral resources exist on this site.

XI. NOISE B Would the project result in:

a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?



This project will not produce noise beyond the standards set by the City's Municipal Code (Section 8.12).

b) Exposure of persons to or generation of excessive ground borne vibration or ground borne noise levels?



This project will not create ground borne noise or vibration for any period of time to be considered an adverse impact.

c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?



This project will not increase the vicinity ambient noise levels. Therefore, will not have an adverse impact.

d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the



Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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project?

This project will not have temporary increases in ambient noise levels above or beyond the current ambient noise level of the adjacent highway and commercial area.

e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

This project is within one mile of the Bishop airport and is close to the normal traffic pattern for Runway 30. The project is an infill development and will not significantly increase exposure to airport-related noise.



f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?

The project is not near a private airstrip.



XII. POPULATION AND HOUSING --

Would the project:

a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

The proposed project will not have an adverse impact by creating substantial growth in the area either directly or indirectly.



b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?

The proposed project is a commercial use on a commercially zoned property.



Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?

◆

The proposed project is a commercial use on a commercially zoned property.

XIII. PUBLIC SERVICES

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

Fire protection?
No Impact

◆

Police protection?
No Impact

◆

Schools?
No Impact

◆

Parks?
No Impact

◆

Other public facilities?
No Impact

◆

XIV. RECREATION --

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

◆

The project will not impact the use of local public parks.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?</p> <p><i>The project will not require the addition of any additional recreational facilities.</i></p>				◆
<p>XV. TRANSPORTATION/TRAFFIC -- Would the project:</p>				
<p>a) Cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections)?</p> <p><i>The proposed project will not cause a substantial increase to the existing traffic load, therefore, will have no impact.</i></p>				◆
<p>b) Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways?</p> <p><i>The proposed project will not cause a substantial increase in traffic to the existing traffic load, therefore, will have no impact.</i></p>				◆
<p>c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that result in substantial safety risks?</p> <p><i>The proposed project will not create a change in air traffic patterns or an increase in air traffic levels.</i></p>				◆
<p>d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?</p>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>The proposed project will not substantially increase hazards due to a design feature or incompatible use, therefore have no impact.</i>				
e) Result in inadequate emergency access? <i>The project will not interfere with any emergency response or emergency access.</i>				◆
f) Result in inadequate parking capacity? <i>The project will have no impact on parking capacity.</i>				◆
g) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)? <i>This project will have no conflict with alternative transportation programs.</i>				◆
XVI. UTILITIES AND SERVICE SYSTEMS B Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? <i>The project will have no impact on wastewater treatment requirements.</i>				◆
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? <i>There will be no impact on waste water treatment facilities...</i>				◆
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? <i>The project will have no impact on storm</i>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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water drainage facilities.

d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?



The project will have no impact on sufficient water supplies.

e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the projects projected demand in addition to the providers existing commitments?



The project will have no adverse impact on the wastewater treatment facility.

f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?



The project will have no adverse impact on solid waste disposal needs.

g) Comply with federal, state, and local statutes and regulations related to solid waste?



The project will comply with all federal, state and local statutes and regulation related to solid waste.

XVII. MANDATORY FINDINGS OF SIGNIFICANCE --

a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal



Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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or eliminate important examples of the major periods of California history or prehistory?

The project site is an existing commercial development surrounded by commercially developed properties with no existing endangered plant, animal or historic resources.

b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

The potential impacts are not cumulatively considerable to effect past, current, or future projects.



c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

This project does not have any environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly.



DEPARTMENT OF TRANSPORTATION

DISTRICT 9

500 SOUTH MAIN STREET

BISHOP, CA 93514

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City of Bishop

February 22, 2012

Gary Schley
City of Bishop
P.O. Box 1236
Bishop, California 93515

File: Iny-395-115.4
IS/ND
SCH #: 2012021015

Dear Mr. Schley:

RJG Plaza - Additional Signage Area Request - Initial Study/Negative Declaration (IS/ND)

The California Department of Transportation (Caltrans) District 9 appreciates the opportunity to comment on the request for excess signage, which is in nonconformance with City municipal code, for the commercial plaza at the northeast corner of US 395 (Main Street)/Short Street. It appears the existing monument base will be used and no signs are proposed to overhang State right-of-way (R/W). We have the following comments:

- Any construction activities taking place within State R/W or affecting Main Street travel (vehicular or pedestrian) shall be done under encroachment permit with appropriate traffic control. For further information you may contact Kurt Weiermann at (760) 872-0781 or kurt.weiermann@dot.ca.gov. See also:

Encroachment Permit Application:

[http://www.dot.ca.gov/hq/traffops/developserv/permits/pdf/forms/Std._E.P._Application_\(TR-0100\).pdf](http://www.dot.ca.gov/hq/traffops/developserv/permits/pdf/forms/Std._E.P._Application_(TR-0100).pdf)

Encroachment Permit Instructions:

http://www.dot.ca.gov/hq/traffops/developserv/permits/pdf/forms/encrchpermt_instruc.pdf

- The checklist item I. Aesthetics d), includes that the intensity of the signs "...shall be kept to a minimum..." Also, ensure that provision contained in the California Vehicle Code 21466.5 and the Outdoor Advertising Act 5408 are met. (See enclosures.)
- You may wish to correct and clarify the last paragraph on the coversheet and item 8 on page 1. The area totals are not the same and both last sentences could begin with "In Summary..." so as to not appear to double the areas.

Mr. Gary Schley
February 22, 2012
Page 2

- Municipal codes are adopted via a thorough analysis process so such variance requests should be approached prudently; precedents can be easily set for future variance requests/approvals. Cumulatively, additional or larger signs can create an environment where the frequency of signs, complexity of messages and/or diversity of messages cannot readily be assimilated by motorists in time to respond properly and safely to roadway situations.

Sincerely,



GAYLE J. ROSANDER
IGR/CEQA Coordinator

Enclosure

c: State Clearinghouse
Mark Reistetter, Caltrans

http://www.dmv.ca.gov/pubs/vctop/d11/vc21466_5.htm

V C Section 21466.5 Light Impairing Driver's Vision

Light Impairing Driver's Vision

21466.5. No person shall place or maintain or display, upon or in view of any highway, any light of any color of such brilliance as to impair the vision of drivers upon the highway. A light source shall be considered vision impairing when its brilliance exceeds the values listed below.

The brightness reading of an objectionable light source shall be measured with a $1\frac{1}{2}$ -degree photoelectric brightness meter placed at the driver's point of view. The maximum measured brightness of the light source within 10 degrees from the driver's normal line of sight shall not be more than 1,000 times the minimum measured brightness in the driver's field of view, except that when the minimum measured brightness in the field of view is 10 foot-lamberts or less, the measured brightness of the light source in foot-lambert shall not exceed 500 plus 100 times the angle, in degrees, between the driver's line of sight and the light source.

The provisions of this section shall not apply to railroads as defined in Section 229 of the Public Utilities Code.

Added Ch. 968, Stats. 1970. Effective September 14, 1970.

§ 5408. Standards for advertising displays in business areas

In addition to the advertising displays permitted by Section 5405 to be placed within 660 feet of the edge of the right-of-way of interstate or primary highways, advertising displays conforming to the following standards, and not in violation of any other provision of this chapter, may be placed in those locations if placed in business areas:

(a) Advertising displays may not be placed that exceed 1,200 square feet in area with a maximum height of 25 feet and a maximum length of 60 feet, including border and trim, and excluding base or apron supports and other structural members. This subdivision shall apply to each facing of an advertising display. The area shall be measured by the smallest square, rectangle, triangle, circle, or combination thereof, which will encompass the entire advertisement. Two advertising displays not exceeding 350 square feet each may be erected in a facing. Any advertising display lawfully in existence on August 1, 1967, that exceeds 1,200 square feet in area, and that is permitted by city or county ordinance, may be maintained in existence.

(b) Advertising displays may not be placed that are so illuminated that they interfere with the effectiveness of, or obscure any official traffic sign, device, or signal; nor shall any advertising display include or be illuminated by flashing, intermittent, or moving lights (except that part necessary to give public service information such as time, date, temperature, weather, or similar information); nor shall any advertising display cause beams or rays of light to be directed at the traveled ways if the light is of an intensity or brilliance as to cause glare or to impair the vision of any driver, or to interfere with any driver's operation of a motor vehicle.

(c) Advertising displays may not be placed to obstruct, or otherwise physically interfere with, an official traffic sign, signal, or device or to obstruct, or physically interfere with, the vision of drivers in approaching, merging, or intersecting traffic.

(d) No advertising display shall be placed within 500 feet from another advertising display on the same side of any portion of an interstate highway or a primary highway that is a freeway. No advertising display shall be placed within 500 feet of an interchange, or an intersection at grade, or a safety roadside rest area on any portion of an interstate highway or a primary highway that is a freeway and if the interstate or primary highway is located outside the limits of an incorporated city and outside the limits of an urban area. No advertising display shall be placed within 300 feet from another advertising display on the same side of any portion of a primary highway that is not a freeway if that portion of the primary highway is located outside the limits of an incorporated city and outside the limits of an urban area. No advertising display shall be placed within 100 feet from another advertising display on the same side of any portion of a primary highway that is not a freeway if that portion of the primary highway is located inside the limits of an incorporated city or inside the limits of an urban area.

(e) Subdivision (d) does not apply to any of the following:

(1) Advertising displays that are separated by a building or other obstruction in a manner that only one display located within the minimum spacing distances set forth herein is visible from the highway at any one time.

(2) Double-faced, back-to-back, or V-type advertising display, with a maximum of two signs per facing, as permitted in subdivision (a).

(3) Advertising displays permitted by subdivisions (a) to (c), inclusive, of Section 5405. The minimum distance between signs shall be measured along the nearest edge of the pavement between points directly opposite the signs along each side of the highway.

(4) Any advertising display lawfully in existence on August 1, 1967, which does not conform to this subdivision but that is permitted by city or county ordinances.

(f) "Urban area," as used in subdivision (d), shall be determined in accordance with Section 101(a) of Title 23 of the United States Code.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KCC*

SUBJECT: Negative Declaration – City of Bishop Dog Park

DATE: March 12, 2012

Attachments: Staff Memo
Draft Negative Declaration of Environmental Impact
Initial Study and Environmental Assessment
Citizen Comments
Environmental Information Form

BACKGROUND/SUMMARY

The proposed project is a fenced off-leash dog park within Bishop City Park. Included in the project is fencing of approximately 1 ½ acres of land east of the Forest Service property, as well as, construction of several shade structures, signage, water fountains, benches and an irrigation system.

An EIS (Environmental Initial Study) was completed under CEQA and a Draft Negative Declaration prepared for public review and comment. One comment was received and is included in with the attachments.

RECOMMENDATION

City Council consideration to adopt a Negative Declaration to allow the City of Bishop to construct and maintain a Dog Park to accommodate off-leash dogs.

MEMORANDUM

Date: March 7, 2012

To: Keith Caldwell, City Administrator

KAC

From: Gary Schley, Public Services Officer

GS

Project Title: Environmental Review / City of Bishop Dog Park

Project Proponent: City of Bishop
P.O. Box 1236.
Bishop, CA 93515

Project Location: City of Bishop Park

Subject: This draft Negative Declaration and Initial Study concerns a proposed project to develop a fenced, off leash Dog Park within the Bishop City Park, which is within an O-P (Open Space) Zoning District.

Background: A project Environmental Initial Study was completed under CEQA and a Draft Negative Declaration prepared for public review and comment. At this time, one comment has been given which supports the proposed project.

Recommendation: Review the Initial Study and Draft Negative Declaration for the request of a Negative Declaration of Environmental Impact.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
P. O. Box 1236 - Bishop, California 93515
City Hall 760-873-5863 Public Works 760-873-8458
Fax 760-873-4873

Draft Negative Declaration of Environmental Impact

Date: February 6, 2012

Subject: Proposed Dog Park within the Bishop City Park

Project Title: Environmental Review / City of Bishop Dog Park

Project Proponent: City of Bishop
P.O. Box 1236
Bishop, CA 93515

Project Location: City of Bishop Park

Project Description: This Initial Study concerns a request to develop a fenced, off leash Dog Park within the Bishop City Park. The proposed project site is approximately 49,500 square feet. Currently the open space area is dry landscaped with several species of vegetation with salt grass being the most prevalent. The proposed dog park includes the construction of several shade structures, water fountains, benches and an irrigation system.

Proposed Findings: The Initial Study finds that the proposed project would not have a significant adverse impact on the environment for the following reasons:

- The information provided in this Initial Study indicates that there would be no significant cumulative impacts, or substantial adverse impacts on human beings, or substantial adverse impacts on fish or wildlife or sensitive species or cultural resources. No significant adverse impacts are foreseen, and no mitigation measures are required.

The City of Bishop has determined that the project could not have a significant effect on the environment, and a Negative Declaration will be prepared. This Initial Study has been prepared to generally describe the proposed project and solicit input from agencies and the public regarding the scope of the proposed project.

The review period for this Draft Negative Declaration expires: March 12, 2012.


Keith Caldwell, Director of Planning

February 6, 2012

10. Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.)
N/A

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

Aesthetics	Agriculture Resources	Air Quality
Biological Resources	Cultural Resources	Geology /Soils
Hazards & Hazardous Materials	Hydrology / Water Quality	Land Use / Planning
Mineral Resources	Noise	Population / Housing
Public Services	Recreation	Transportation/Traffic
Utilities / Service Systems	Mandatory Findings of Significance	

DETERMINATION:

On the basis of this initial evaluation:

- ◆ I find that the proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- I find that the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- I find that the proposed project **MAY** have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or

NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Keith Caldwell
 Signature Keith Caldwell – Director of Planning Date February 6, 2012

 Signature Date

Issues:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
I. AESTHETICS -- Would the project:				
a) Have a substantial adverse effect on a scenic vista? <i>The project site is currently a dry open space area that is used minimally as overflow event parking. The project will not affect scenic vista.</i>				◆
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? <i>There are no scenic resources on the proposed project site, therefore will not substantially damage any scenic resources.</i>				◆
c) Substantially degrade the existing visual character or quality of the site and its surroundings? <i>The proposed project improvements will not have an adverse impact on the existing visual character or the quality of the site and its surroundings.</i>				◆
d) Create a new source of substantial light or glare which would adversely affect day or nighttime				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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views in the area?

The project will not create any source of light or glare that would adversely affect day or nighttime views.

II. AGRICULTURE RESOURCES: In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland.

Would the project:

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?



The project is not located on prime or unique farmland or farmland of statewide importance, therefore, no impact.

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?



The project is located on non-agricultural land located within the City of Bishop.

c) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use?



This project site is a non-agricultural use.

III. AIR QUALITY -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

a) Conflict with or obstruct implementation of the applicable air quality plan?



Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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The project proponent must comply with all applicable Great Basin Air Pollution Control District regulations. By implementing these measures, the project will have no impact.

b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?



No Impact

c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?



This project will not increase any criteria pollutant; therefore, will have no impact on air quality.

d) Expose sensitive receptors to substantial pollutant concentrations?



This project will have no impact on any sensitive receptors.

e) Create objectionable odors affecting a substantial number of people?



This project will not create any objectionable odors, therefore, has no impact.

IV. BIOLOGICAL RESOURCES -- Would the project:

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?



The project will not affect any sensitive species or their habitat.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?</p> <p><i>The project will not adversely affect any riparian habitat or other natural sensitive community.</i></p>				◆
<p>c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?</p> <p><i>The project location is a dry pasture area, containing no wetlands. No Impact</i></p>				◆
<p>d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?</p> <p><i>The project location will not interfere with native residents, migratory fish or wildlife movement, migration, or nursery habitat.</i></p>				◆
<p>e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?</p> <p><i>The project will not conflict with any local policies or ordinances protecting biological resources.</i></p>				◆
<p>f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?</p> <p><i>The project will not conflict with any local, regional or state habitat conservation plan.</i></p>				◆
<p>V. CULTURAL RESOURCES -- Would the project:</p>				
<p>a) Cause a substantial adverse change in the</p>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>significance of a historical resource as defined in '15064.5? <i>No historical resources have been found on the project site.</i></p>				
<p>b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to '15064.5? <i>No archaeological resources have been found on the project site.</i></p>				◆
<p>c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? <i>The project will not destroy any unique paleontological resource or site or unique geologic feature.</i></p>				◆
<p>d) Disturb any human remains, including those interred outside of formal cemeteries? <i>No human remains have been discovered, nor are any expected to exist on this project site.</i></p>				◆
<p>VI. GEOLOGY AND SOILS -- Would the project:</p>				
<p>a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving</p>				◆
<p>i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42. <i>There is no evidence of an earthquake fault on this site according to Alquist- Priolo Special Studies Zones, SW ¼ Bishop Quadrangle Official Map.</i></p>				◆
<p>ii) Strong seismic ground shaking? <i>Strong seismic ground shaking is a possible at this site. The project is not proposing the construction of any structures that would be affected by the possibility of strong seismic ground shaking,</i></p>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>therefore, having no impact.</i>				
iii) Seismic-related ground failure, including liquefaction? <i>No Impact</i>				◆
iv) Landslides? <i>The project site is relatively flat with the adjacent area within 2 to 3 miles being relatively flat; therefore, the potential to landslides has no impact.</i>				◆
b) Result in substantial soil erosion or the loss of topsoil? <i>The project site is a flat area. The development of the proposed project will have no adverse impact.</i>				◆
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? <i>No impact</i>				◆
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property? <i>The development of this site will not create a substantial risk to life or property due to soil stability.</i>				◆
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water? <i>No impact.</i>				◆
VII. HAZARDS AND HAZARDOUS MATERIALS B Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>The proposed project will not be transporting or using hazardous materials, therefore have no impact to the public or the environment.</i>				
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment? <i>The project will not be releasing hazardous materials into the environment therefore will have no impact to the public or environment.</i>				◆
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school? <i>There is a school within a 1/4 mile of the project site. The proposed project will not emit hazardous materials, substances or waste; therefore have no adverse impact to existing or proposed schools.</i>				◆
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? <i>This project site is not located on a list of hazardous material sites.</i>				◆
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? <i>This project is within one mile of the Bishop airport and is close to the normal traffic pattern for Runway 30. The project development and will not significantly increase hazard.</i>				◆
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? <i>There is no private airstrip in the project area.</i>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?</p> <p><i>The project will not have an adverse impact with any emergency response plan or emergency evacuation plan.</i></p>				◆
<p>h) Expose people or structures to a significant risk of loss, injury or death involving wild land fires, including where wild lands are adjacent to urbanized areas or where residences are intermixed with wild lands?</p> <p><i>The potential for a wild land fire will have no significant impact.</i></p>				◆
<p>VIII. HYDROLOGY AND WATER QUALITY -- Would the project:</p>				
<p>a) Violate any water quality standards or waste discharge requirements?</p> <p><i>The project site will be a pervious surface with no retention of any drainage, therefore have no impact to water quality standards.</i></p>				◆
<p>b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?</p> <p><i>The proposed project will not require water service or deplete the groundwater table level. Having no impact on the aquifer.</i></p>				◆
<p>c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?</p> <p><i>This project will not alter any drainage pattern, course of a stream or river or cause any</i></p>				◆

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>substantial erosion.</i>				
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site? <i>The project will not alter the course of a stream or river, or increase surface runoff which would result in flooding on or off site, therefore, having no impact to existing drainage patterns.</i>				◆
e) Create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff? <i>The project will not create runoff water or any additional sources of polluted runoff.</i>				◆
f) Otherwise substantially degrade water quality? <i>No Impact.</i>				◆
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map? <i>The project site is not within a 100-year flood hazard area (Flood Insurance Rate Map Panel #060074 0001 June 19, 1985), therefore, will have no adverse impact.</i>				◆
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows? <i>The project site is not within a 100-year flood hazard area, therefore, will have no adverse impact.</i>				◆
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? <i>Flooding due to a dam failure at this project site is</i>			◆	

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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a possibility according to the inundation maps prepared by Southern California Edison Co. This possibility is so remote it is considered a less than significant impact.

j) Inundation by seiche, tsunami, or mudflow?
This project site is not subject to seiche, tsunami, or mudflow, therefore will have no adverse impact.



IX. LAND USE AND PLANNING - Would the project:

a) Physically divide an established community?
As the project is designed it will not physically divide an established community.



b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?
The proposed project will be required to comply with Bishop planning and zoning ordinances therefore will not conflict any applicable land use plan, policy or regulation.



c) Conflict with any applicable habitat conservation plan or natural community conservation plan?
This project will not conflict with any conservation plan or community conservation plan.



X. MINERAL RESOURCES -- Would the project:

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?
No mineral resources exist on this site.



b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land



	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
use plan? <i>No mineral resources exist on this site.</i>				
XI. NOISE B Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? <i>The proposed project will not expose people or generate noise in excess of standards established, therefore, will have no impact.</i>			◆	
b) Exposure of persons to or generation of excessive ground borne vibration or ground borne noise levels? <i>This project will not create ground borne noise or vibration for any period of time to be considered an adverse impact.</i>				◆
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? <i>The proposed project will not increase ambient noise levels, therefore, will no impact on vicinity noise.</i>				◆
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? <i>No Impact</i>				◆
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels? <i>This project is within one mile of the Bishop airport and is close to the normal traffic pattern for Runway 30. The project will not increase exposure to airport-related noise.</i>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?

The project is not near a private airstrip.



XII. POPULATION AND HOUSING -- Would the project:

a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

The proposed project will not have an adverse impact by creating substantial growth in the area either directly or indirectly.



b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?

The proposed project will not displace any existing housing therefore have no impact to housing.



c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?

The proposed project will not displace substantial numbers of people therefore will have no impact on housing or population.



XIII. PUBLIC SERVICES

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

Fire protection?

The proposed project will not impact fire



	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<i>protection services.</i>				
Police protection? <i>The proposed project will not significantly impact the City of Bishop Police Department.</i>			◆	
Schools? <i>The proposed project will not have an adverse impact to the school aged population of the area.</i>				◆
Parks? <i>This project will not have an adverse impact on the city's parks.</i>				◆
Other public facilities? <i>The proposed project will have no impact to public facilities.</i>				◆

XIV. RECREATION --

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

The proposed project will not accelerate deterioration of the existing neighborhood or park facility therefore have no impact.

b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

The project will not require the addition of any additional recreational facilities.

XV. TRANSPORTATION/TRAFFIC -- Would the project:

a) Cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>volume to capacity ratio on roads, or congestion at intersections)?</p> <p><i>The proposed project will not cause a substantial increase in traffic to the existing traffic load; therefore, will have no impact on traffic conditions.</i></p>				
<p>b) Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways?</p> <p><i>The proposed project will not cause a substantial increase in traffic to the existing traffic load; therefore, will have no impact on traffic conditions.</i></p>				◆
<p>c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that result in substantial safety risks?</p> <p><i>The proposed project will not create a change in air traffic patterns or an increase in air traffic levels.</i></p>				◆
<p>d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?</p> <p><i>The proposed project will not increase traffic hazards due to proposed design features. No impact.</i></p>				◆
<p>e) Result in inadequate emergency access?</p> <p><i>The project will not interfere with any emergency response or emergency access.</i></p>				◆
<p>f) Result in inadequate parking capacity?</p> <p><i>The proposed project will provide an adequate parking area resulting in no adverse effect on parking capacity.</i></p>				◆
<p>g) Conflict with adopted policies, plans, or programs supporting alternative transportation</p>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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(e.g., bus turnouts, bicycle racks)?

This project will have no conflict with alternative transportation programs.

XVI. UTILITIES AND SERVICE SYSTEMS B

Would the project:

a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?



The project will not require the use of a waste water treatment, therefore have no impact.

b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?



The project will not require the use of a waste water treatment, therefore have no impact...

c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?



The project will not require expansion or construction of a storm water drainage facility.

d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?



The project will have sufficient water supplies available; therefore have no impact on existing water resources.

e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the projects projected demand in addition to the providers existing commitments?



The project will not require wastewater treatment services. Therefore, will have no impact on the wastewater treatment facility.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
<p>f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?</p> <p><i>Inyo County Sunland Landfill has adequate solid waste capacity for the proposed property.</i></p>				◆
<p>g) Comply with federal, state, and local statutes and regulations related to solid waste?</p> <p><i>The project will comply with all federal, state and local statutes and regulation related to solid waste.</i></p>				◆
<p>XVII. MANDATORY FINDINGS OF SIGNIFICANCE --</p>				
<p>a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?</p> <p><i>The proposed project does not have the potential to degrade or reduce habitat of fish, plant or animal communities or eliminate periods of history.</i></p>				◆
<p>b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?</p> <p><i>The potential impacts are not cumulatively considerable to effect past, current, or future projects.</i></p>				◆
<p>c) Does the project have environmental effects which will cause substantial adverse effects on</p>				◆

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
---------------------------------------	--	-------------------------------------	------------------

human beings, either directly or indirectly?

This project does not have any environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly.

RECEIVED

FEB 21 2012

CITY OF BISHOP

To the Bishop City Council:

We are writing to express our support for the Bishop Dog Park. We feel this park would be a great asset to the those living in the community as well as visitors to our area, as more and more people are traveling with their pets. Not only would a park benefit our canine citizens, but also those individuals who might not be able to take their dogs down to a canal or on a long walk. A dog park is a great way to allow dogs to socialize, play, and exercise, as well as offering a community gathering place for people who love their pets.

Please vote to approve the Bishop Dog Park!

Sincerely,

A handwritten signature in cursive script, appearing to read "Ross and Shelley Corner".

Ross and Shelley Corner
138 Sierra Grande
Bishop, CA 93514

February 17, 2012

City of Bishop

Environmental Information Form
(To be completed by applicant)

Date Filed _____

General Information

1. Name and address of developer or project sponsor:

City of Bishop, 399 West Line St, Bishop, CA 93514

2. Name and address of property owner, if different:

3. Project address and assessor parcel number:

688 North Main Street, Bishop, CA 93514

4. Name, address and telephone number of person to be contacted concerning this project:

Waylon Cleland parks2@ca-bishop.us -or- Leeann Murphy Mac30girl@ycribo.ca
505-401-5866

5. List known permits and other public approvals required for this project, including those required by City, regional, state and federal agencies:

Environmental Review needed by the City. no other permits required.

6. Existing zone district:

Open space

7. Present use of site:

Empty lot a part of Bishop City Park.

8. Proposed use of site:

off leash dog park

Project Description

9. Size of site in acres or square feet:

Approximately 49,500 sq. ft. 180 ft x 275 ft

10. Number of stories:

N/A

11. Amount of existing off-street parking:

Site is currently used for parking

12. Proposed project schedule:

Phase One (See attached description) anticipated spring 2012.

13. Associated projects:

N/A

14. Anticipated project stages or incremental development if not to be built all at once:

See attached description

15. Number of proposed residential units, sizes, sale prices or rents, and types of households:

N/A

16. Type and square feet including loading facilities for proposed commercial:

N/A

17. Type, employment per shift, square feet including loading facilities for proposed industrial:

N/A

18. Major function, employment per shift, occupancy, square feet including loading facilities, and community benefits provided by project for proposed institutional:

N/A

19. If the project involves a variance, conditional use or rezoning application, state this and indicate clearly why the application is required.

N/A

Are the following items applicable to the project or its effects? Discuss below all items marked "Yes" and attach additional sheets as necessary.

- Yes No 20. Change in existing features of any streams, lakes or hills, or contours.
- Yes No 21. Change in scenic views or vistas from existing residential areas or public lands or roads.
- Yes No 22. Change in pattern, scale or character of general area of project.
- Yes No 23. Produce a significant amount of solid waste or litter.
- Yes No 24. Change in dust, ash, smoke, fumes or odors in vicinity.
- Yes No 25. Change in lake, stream or ground water quality or quantity, or alteration of existing drainage patterns.
- Yes No 26. Change in existing noise or vibration levels in the vicinity.
- Yes No 27. Site on filled land or on slope of 10% or more.
- Yes No 28. Use of disposal of potentially hazardous materials, such as toxic substances, flammables or explosives.
- Yes No 29. Change in demand for municipal services (police, fire, water, sewage for example).
- Yes No 30. Increased fossil fuel consumption (electricity, oil, natural gas for example).
- Yes No 31. Relationship to a larger project or series of projects.

Environmental Setting

32. On a separate sheet describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site.

33. On a separate sheet describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment house, shops, department stores, etc.) and scale of development, (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity. Snapshots or Polaroid photos will be accepted.

CERTIFICATION: I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Signature

Date

Name

This Section For City Use

Filing Fee:

Receipt/application number:

Accepted for processing (signature and date):

Staff action:

Planning Commission Action:

Remarks

Proposed Dog Park Site Description

The proposed Bishop off-leash dog park (hereafter Dog Park) is located east of the U.S. Forest Service, White Mountain Ranger District office, west of Spruce St., south of Yaney St. and north of Park Ave. The space is approximately 49,500 square feet, and is currently used as open space or parking for events at the Bishop City Park. A portion of Bishop Creek runs adjacent to the area, but this would not be included in the designated Dog Park area at this time.

The space is level (no changes in topography or elevation), with some stable soils where grass vegetation is present. Some compaction has occurred in the area due to vehicle use and foot traffic. Erosion into the creek is low due to heavy vegetation surrounding the creek banks (cattails and willows).

The area has several species of vegetation, with inland-salt grass being the most prevalent. Some weedy species occur which would be removed before the park is open, as these species do not provide good ground cover and it is important to maintain native species as much as possible in the Dog Park area. Inland-salt grass would be used for ground cover, as this area would be irrigated to perpetuate the salt grass throughout the park. Non-native grass species may also be planted if extended use of the area shows that inland-salt grass is not providing the ground cover needed. It is unknown at this time if that would be needed, after personnel communications with employees who work at the Tri-County Fairgrounds, inland-salt grass appears to hold up very well to use by horses and cattle. In some areas decomposed granite (DG) may be used as well to aid in ground cover. The use of grass species is the first choice in ground cover, but if water availability or extended use does not work, then DG may be used. Six cottonwood trees exist within the Dog Park and these would be kept for shade. More trees would be planted to increase shade in the park. These trees would be ornamental species, but some natives may also be planted (cottonwoods or conifer species).

No California endangered or threatened wildlife or plant species occur in the Dog Park and there is no suitable habitat for these species. No cultural or historic sites occur within the Dog Park area.

The Park does offer views of both the Sierra Nevada and White Mountain ranges. There are no existing structures on the site but development of the Dog Park would lead to the construction of shade structures, water fountains, and benches. The number of benches and shade structures is not known at this time, but there would probably be a minimum of five benches and one shade structure. Water foundation areas may need to be placed on concrete slabs to aid in reducing soil disturbance around those sites. A concrete pad is also needed at the entrance to the park (in between the entrance gate from the parking lot and the gate into the park), this also aids in reducing soil disturbance at this site. The concrete pads would be approximately 10 feet by 10 feet or 20 feet by 20 feet, depending on their location (gate entrance or water fountain area). Several waste stations would also be required throughout the Dog Park. Rule signs would be placed at the Dog Park entrance and reminder rule signs placed throughout the park.

Environmental Information Form
Bishop City Dog Park Application

Anticipated project stages

The Dog Park would be constructed in phases as funding becomes available. Phase one would include the following:

- Placement of approximately 620 feet of exterior fencing
- Three external gates
- Water fountains (at least one)
- Rule signs
- Waste pick-up dispensers and trash cans
- Planting of trees
- Irrigation

Phase One would allow for the external fence to be built so people and dogs can begin using the site.

Phase Two is dependent upon additional funding and this development would occur as needs arise.

- Placement of benches (at least five)
- Shade structures (at least one)
- Planting of trees
- Additional water fountains
- Concrete entrance
- Internal fencing to create a small dog area and training area.
- Increased ground cover (with vegetation or decomposed granite)
- Landscaping surrounding the fence next to the parking lot (this will create a visual barrier to the dogs and cars coming into the parking lot).
- Placement of permanent agility equipment
- May change topography by making a hill out of dirt and decomposed granite.

Environmental Information Form
Bishop City Dog Park Application

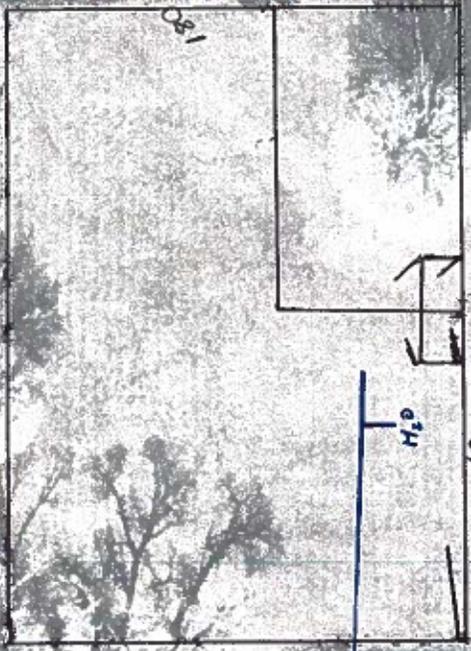
Surrounding Property Description

Several youth soccer fields and baseball fields occur just east of the Dog Park location. To the north is Yaney Street, south Park Ave. and west the U.S. Forest Service, White Mountain Ranger Station work yard. The type of land use is commercial and recreational. The development of a Dog Park would increase the use of this portion of the Bishop City Park, which would mean an increase in traffic and vehicle use. The use of the Dog Park would probably have peak hours of use, morning and evening are anticipated as well as all-day use on the weekends. There would also be more use of this area during the summer and fall months when visitors to the area are at their peak. Winter use may be lower with only residents using the Dog Park. These disturbances would not be any different from the use that occurs now within the City Park, only that dogs would be concentrated in one, enclosed, safe area.

East Yaney Street

Bruce Street

Spruce Street



PARKING

H2D

DR

181

182

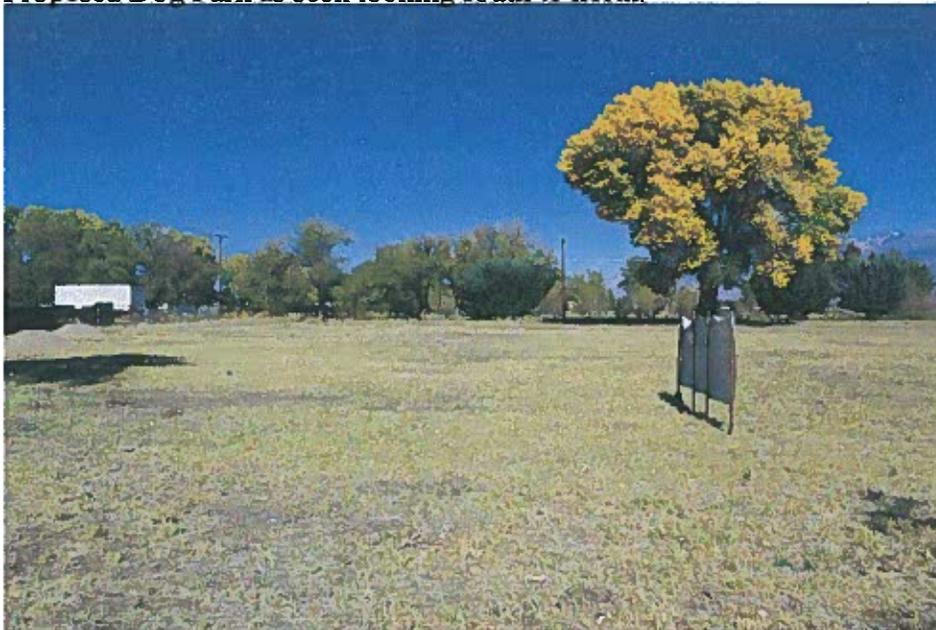
Environmental Information Form
Bishop City Dog Park Application

Proposed Dog Park as seen looking east to west.



Picture shows some bare ground and inland-salt grass.

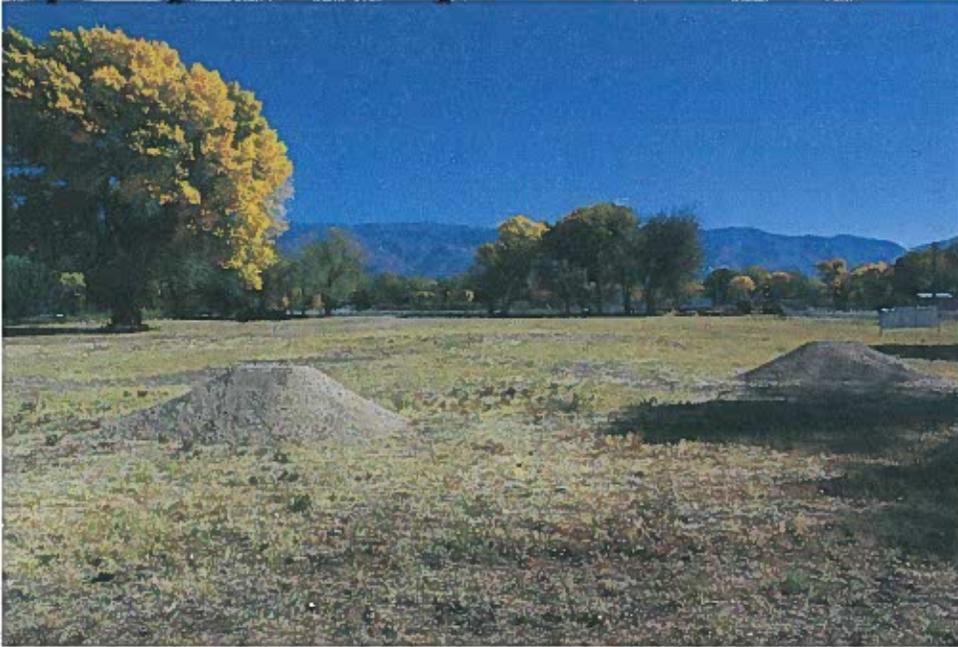
Proposed Dog Park as seen looking south to north.



Picture shows the largest cottonwood tree that would be inside the Dog Park area.

**Environmental Information Form
Bishop City Dog Park Application**

Proposed Dog Park as seen looking west to east.



Picture shows some areas where leveling would occur (piles would be removed).

Proposed Dog Park as seen looking north to south.



Picture shows the five other cottonwood trees located within the Dog Park area and some more bare ground and inland-salt grass.



Bishop Park Dog Relief Area (temporary area)

Violating posted rules can result in trespassing.

Hours: Dawn to Dusk

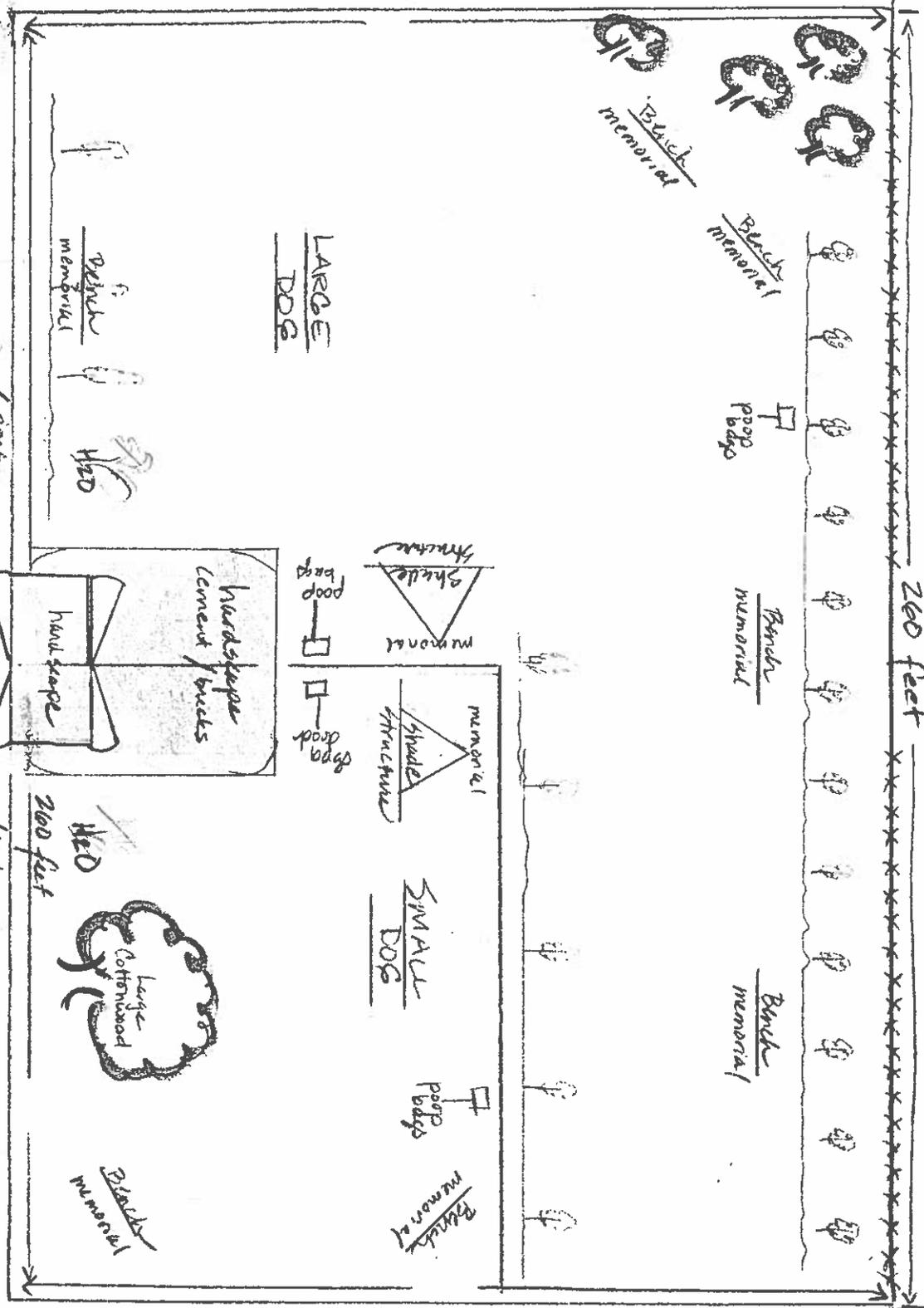
- Dogs must be licensed and vaccinated with tags displayed on collar. (owners be prepared to show information).
- Dogs must be on 6-foot leash maximum prior to entering and upon leaving park.
- Dogs showing aggression must be removed immediately.
- Owners must collect and dispose of all dog waste.
- Dogs must be within sight and under voice control of owner at all times.
- Dogs must be at least 6 months old.
- Dogs in season or displaying symptoms of illness are not allowed.
- Digging is not allowed.
- Animals other than dogs are prohibited.
- children under age 12 are not allowed.
- Smoking, eating and glass containers are prohibited.
- No more than three dogs per person allowed per visit.

**Maintenance of this park completed during weekday daylight hours.
For Emergency dial 911 Recreation and Parks Dept.: (760) 873-5863
Maintenance issues: (760) 872-4240**

U.S. Forest Service

ROAD

200 feet



2 part runs on fence

200 feet
2 part runs on fence

BISHOP CITY DOG PARK

ROAD

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: Warren Street Consultant Contract

DATE: MARCH 12, 2012

Attachments: Staff Memo, Draft Consultant Contract

BACKGROUND/SUMMARY

The Warren Street Improvement project will reconstruct and improve the full length of Warren Street, and the block on six of the eight intersection streets between Main and Warren, if funding allows. This is formidable project and is scheduled to address deteriorated pavement, poor drainage, curb and gutter, sidewalk, ADA issues and a lack of a coherent and aesthetic theme. In addition, the project will reconstruct and extend storm drain, street trees and irrigation, provide architectural street lighting, and water and sewer improvements.

This project is schedule in 3 phases -- Environmental, Design and Construction, over 3 budget years. A breakdown of the phases and funding amounts are in the attached staff memo.

Funds are allocated from several sources which include the California Transportation Commission (CTC), Inyo Local Transportation System, State Transportation Improvement Program (STIP) and City Water and Sewer Funds.

RECOMMENDATION

City Council consideration to:

1. Approve the execution of the contract with Triad Holmes Associates for the Warren Street Improvement project.
2. Approve the execution of Work Order 1 under this contract.
3. Authorize the expenditure not to exceed \$95,000 under this work order.



To: Keith Caldwell, City Administrator ^{KSC}
From: David Grah, Director of Public Works
Subject: Approve Warren Street Consultant Contract
Date: 29 February 2012
Previous: 28 October 2011
Funding: State Transportation Improvement Program

General:

Public Works proposes to execute a consultant contract with Triad Holmes Associates for the Warren Street Improvements project.

Background:

The Warren Street Improvements project will reconstruct and improve the full length of Warren Street, and the block on six of the eight intersection streets between Main and Warren, if funding allows. The project will address deteriorated pavement, poor drainage, no or deteriorated curb and gutter, lack of sidewalk, curb returns not accessible to disabled, and lack of coherent and aesthetic theme. The project will replace pavement, replace and construct curb and gutter, reconstruct and extend storm drain, construct continuous Americans with Disabilities Act (ADA) compliant sidewalk, provide street trees and irrigation, provide architectural street lighting, among other things. Water and sewer improvements are planned in conjunction with the street improvement work. The California Transportation Commission (CTC) allocated \$144,000 for the environmental phase of the project in January 2012.

In addition to the funds allocated for the environmental phase of the project, and with the support of the Inyo Local Transportation Commission, the CTC has slated or "programmed" the following funding in the State Transportation Improvement Program (STIP) for the Warren Street Improvements project:

Phase	Fiscal Year	Amount
Environmental	2011/2012	\$144,000
Design	2012/2013	\$144,000
Construction	2013/2014	\$2,142,000
Total		\$2,430,000

These costs are reflected in the city 2011/2012 and 2012/2013 fiscal year budgets. About \$500,000 of these total costs would be consultant costs. The CTC allocates funds one phase at a time and reimbursement for city expenditures, such as those on consultants, city staff, and construction contractors, come through Caltrans. Reimbursement follows expenditure by at least 2 months.

In addition to the street work funded with STIP, Transportation Enhancement, and other sources, water and sewer improvements are anticipated in conjunction with the street work. These improvements would be funded from city water and sewer funds. The improvements are expected to be within the funds budgeted for water and sewer capital projects in the fiscal years involved.

A Request for Proposals (RFP) for Consultant Services for the Warren Street project was released 15 November 2011. Eight proposals were received by the 15 December due date:

Firm	Location	Cost
Gary Davis Group	Tahoe City, California	\$328,000
LUMOS & Associates	Carson City, Nevada	\$319,948
Triad/Holmes	Bishop, California	\$236,500
Nolte Vertical Five	Palm Dessert, California	\$368,390
Eastern Sierra Engineering	Minden, Nevada	\$331,445
Resource Concepts, Inc.	Carson City, Nevada	\$502,000
RO Anderson	Minden, Nevada	\$389,390
DMC Design Group	Corona, California	\$306,870

The proposals were evaluated by a selection panel made up of city and Caltrans staff. The top four firms were interviewed 2 February and Triad was identified as the top firm.

The attached contract was negotiated with Triad based on the RFP and their proposal. Under the proposed contract, successive phases of work would be authorized through successive Work Orders. In addition to the proposed contract, the attached Work Order 1 for the environmental phase of the work was drafted. The cost of Work Order 1 is \$95,000.

Recommendation:

1. Approve the execution of a contract with the Triad Holmes Associates for the Warren Street Improvements project.
2. Approve the execution of Work Order 1 under this contract.
3. Authorize the expenditure not to exceed \$95,000 under this work order.

CONSULTING AGREEMENT
for
Warren Street Improvements
Professional Services

This agreement made as of this _____ day of _____ 2012.

Between: City of Bishop (CITY)
 Post Office Box 1236
 Bishop, CA 93515

And: Triad/Holmes Associates (CONSULTANT)
 873 North Main St. #150
 Bishop, CA 93514

WITNESSETH THAT WHEREAS:

- A. It has been determined to be in the CITY's best interest to retain the professional services of a consultant to provide project delivery services.
- B. CONSULTANT is considered competent to perform the necessary professional services for the CITY.

NOW, THEREFORE, it is mutually agreed by and between the CITY and CONSULTANT as follows:

- 1. CONSULTANT shall furnish all of the project delivery services for the Warren Street Improvements project as generally described in the CITY's Request for Proposals dated 15 November 2011. The scope shall be accomplished through a series of Work Orders each detailing work, cost, and schedule related to that work and agreed to in writing by CONSULTANT and by the CITY.
- 3. CONSULTANT shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all reports and other services furnished by the CONSULTANT under this Agreement.
- 4. Any licenses, certificates, or permits required by the federal, state, district, or municipal governments for CONSULTANT to provide the services and work must be procured by CONSULTANT and be valid at the time CONSULTANT enters into this Agreement. Further, during the term of this Agreement, CONSULTANT must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits include, but are not limited to, driver's licenses or certificates, and business licenses.

Such licenses, certificates, and permits will be procured and maintained in force by Contractor at no expense to the CITY. CONSULTANT will provide the CITY, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits which are required to perform the services. Where there is a dispute between CONSULTANT and the CITY as to what licenses, certificates, and permits are required to perform the service, the CITY reserves the right to make such determinations for purposes of this Agreement.

5. CONSULTANT hereby indemnifies and holds harmless the CITY and its agents and employees from any and all liability or claim of liability, including attorney fees, arising by reason of personal injury, death or property damage and resulting from CONSULTANT'S negligent acts, errors, or omissions in the performance of this Agreement.
6. CONSULTANT shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, his agents, representatives, or employees.

Minimum Limits of Insurance

CONSULTANT shall maintain limits no less than:

- A. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- B. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- C. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
- D. Workman's Compensation: \$1,000,000 statutory minimum.
- E. Errors and omission liability: \$1,000,000 per occurrence.

Verification of Coverage

CONSULTANT shall furnish the CITY with original endorsements effecting coverage required by this clause. The endorsements are to

be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the CITY before work commences. The CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

7. All original documents, records, drawings and other material prepared by CONSULTANT under this Agreement, shall become the property of the CITY and shall not be used in any manner without prior consent of the CITY. Any reuse of such documents, records, drawings, and other material by the CITY on any project other than that covered by the Scope of Services as described in Item 1 above, shall be the CITY's sole risk and without liability to CONSULTANT.
8. CONSULTANT shall not assign or transfer any interest in this Agreement without the prior written consent of the CITY, and any attempt to do so shall render this Agreement null and void.
9. Either CONSULTANT or the CITY may terminate this Agreement with thirty (30) days advance written notice.
10. If the CONSULTANT abandons the work, or fails to proceed with the work and services requested by the CITY in a timely manner, or fails in any way to conduct the work and services as required by the CITY, the CITY may declare the CONSULTANT in default and terminate this Agreement upon five (5) days written notice to CONSULTANT. Upon such termination by default, the CITY will pay to CONSULTANT all amounts owing to CONSULTANT for services and work satisfactorily performed to the date of termination.
11. This Agreement and its Work Orders are the entire understanding of the parties, and there are no other terms or conditions, written or oral, controlling this matter.
12. CONSULTANT agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.
13. This Agreement shall be governed by the laws of the State of California.
14. CONSULTANT is an independent contractor and hereby agrees and warrants that no agency relationship, either express or implied, is created by the execution of this Agreement.

15. CONSULTANT shall not discriminate against any employee or applicant for employment because of race, religious creed, medical condition, color, marital status, ancestry, sex, age, national origin, or physical handicap (Government Code Section 12940 et seq.).
16. Disadvantaged business enterprises (DBE), as defined in 49 CFR 26 shall have equal opportunity to compete for and perform subcontracts which the contractor enters into pursuant to this contract. The contractor will use his best efforts to solicit bids from and to utilize DBE subcontractors or subcontractors with meaningful minority group and female representation among their employees.
17. The work performed under this agreement shall be completed in accordance with the Project Schedule as updated to the mutual consent of the CITY and the CONSULTANT. The schedule may be affected by state approvals. The consultant may request for an appropriate extension of time in case of unavoidable delays and for consideration warranted adjustments in payment for changes in the scope of work. The consultant shall notify the CITY immediately when changes in work are outside the original scope and request the execution of a supplemental agreement. The contract amount for each phase of work is not authorized until the State allows that phase of work to begin.
18. The Consultant shall bill the city for work complete no more often than once per month.
19. The Consultant shall retain all records and documents prepared under this agreement for inspection by the State, Federal Highway Administration, or their duly authorized representatives. This time period must be at least three years after final payment to the consultant.
20. All allowable elements of cost must comply with Federal Acquisition Regulation in Title 48, Chapter 1, Part 31. The CONSULTANT agrees to comply with federal procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
21. The CONSULTANT shall comply with the State of California's General Prevailing Wage Rate requirements in accordance with California Labor Code, Section 177, and all federal, state, and local laws and ordinances applicable to the work.

22. The Consultant warrants that he/she has not employed or retained any company or person, other than a bona fide employee working for the consultant, to solicit or secure this agreement, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or contingent fee. For breach or violation of this warranty, the CITY shall have the right to annul this agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.
21. If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or district statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.
22. This Agreement may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change is in written form and executed with the same formalities as this Agreement, and attached to the original Agreement to maintain continuity.
23. Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which CONSULTANT or the CITY shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

CITY OF BISHOP
Keith Caldwell
City Administrator
City of Bishop
Post Office Box 1236
Bishop, CA 93515

CONSULTANT
Matt Schober
Project Manager
Triad/Holmes Associates
873 North Main St. #150
Bishop, CA 93514

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

CONSULTANT

CITY OF BISHOP

Matt Schober
Project Manager

Keith Caldwell
City Administrator

Dated: _____

Dated: _____

DRAFT

Work Order 1

Warren Street Improvements Project

General

This work order is under the agreement approved 12 March 2012 between the City of Bishop and Triad/Holmes Associates for the city's Warren Street Improvements project.

Scope

The scope of this work order is for the environmental portion of the project and includes public outreach, project scoping, preliminary design, and analysis of potential environmental impacts directly associated with the project. The principal work tasks include the following:

1. Organize a project site walk with Caltrans and City staff and prepare a Preliminary Environmental Study (PES) in conjunction with Caltrans in order to determine the required studies. If necessary, hire necessary sub-consultants to perform studies.
2. Perform topographic and right-of-way surveys of the project area.
3. Prepare study maps and public exhibit maps of the project area. Some preliminary engineering will be required to determine potential issues with adjacent property owners, especially in regards to grading and drainage conflicts.
4. Prepare mailings for property owners adjacent to project area. Prepare press releases for conventional media release.
5. Present findings of preliminary engineering to individual property owners and City staff.
6. Organize and lead one or more public scoping meetings, together with City staff, to gather public input on the project.
7. Prepare Environmental Document. Work with environmental sub-consultants as required.
8. Prepare required Caltrans documents and invoices for reimbursement of State funds. Prepare Request for Authorization for PS&E funding.
9. Perform other project planning, preliminary engineering, and project management tasks as directed by City.

Cost

The cost of the work under this work order shall be determined on a time and materials basis not exceed \$95,000.

Schedule

The work under this work order shall be completed no later than 31 December 2012 if given authorization to proceed by April 1, 2012.

Agreed:

City of Bishop
By:

Triad/Holmes Associates
By:

Keith Caldwell
City Administrator

Date

Matt Schober

Date

DRAFT

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: RESOLUTION NO. 12-09 – EASEMENT GRANT DEED - MACIVER

DATE: MARCH 12, 2012

Attachments: Staff Memo
Resolution No. 12-09 Accepting Easement Grant Deed
Unrecorded Easement Grant Deed

BACKGROUND/SUMMARY

In 2006 in order to move forward with the MacIver Street Extension project the LADWP and City of Bishop entered into a Right of Entry Agreement. After six years the City is nearing completion of the process to acquire the right of way from the City of Los Angeles DWP.

The next step is for the Council to accept the Easement Grant Deed, pay LADWP for the easement, and have the Grant Deed recorded.

RECOMMENDATION

Consideration of action accepting the MacIver Street easement from the Los Angeles Department of Water and Power.



To: Keith Caldwell, City Administrator
From: David Grah, Director of Public Works
Subject: Accept Mac Iver Street Extension Easement
Date: 29 February 2012
Previous: Various
Funding: Mac Iver Street TE, STIP, CDBG, Earmark, Proposition 1B

General:

DWP finally has the easement for the Mac Iver Street Extension project ready to purchase. Part of the purchase process is for the City Council to accept the easement.

Background:

Through a number of contracts and funding sources the Mac Iver Street Extension project was completed in 2008. Among other things, the project extended Mac Iver Street from its previous dead end near the Sunrise Mobile Home Park east to connect with Spruce Street. The project was funded with State Transportation Improvement Program (STIP), Transportation Enhancement (TE), Community Development Block Grant (CDBG), federal earmark, Proposition 1B, and city funds.

The process to acquire the right of way from the City of Los Angeles Department of Water and Power (DWP) to extend the street was started in 2006. The form of the right of way for the street extension was to be an easement. The cost of the easement was agreed to be \$5,000 essentially with \$500 being for the easement and \$4,500 being the cost to DWP to process the easement.

Because acquisition of the easement could not be completed in time for construction, permission to extend the street was obtained while work continued on the easement. The easement is finally ready, all that remains is for the city to accept the easement and for the city to pay DWP the \$5,000. The City Council accepts easements through resolutions and payment for easement will come from Proposition 1B funding (Budget Line Item 001-024-56027). The easement document is attached.

Recommendation:

It is recommended the City Council accept the Mac Iver Street easement from DWP.

RESOLUTION NO. 12-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ACCEPTING AN EASEMENT GRANT DEED FROM THE LOS ANGELES DEPARTMENT OF WATER AND POWER

WHEREAS, the Los Angeles Department of Water and Power has offered and executed an Easement Grant Deed to the City of Bishop for roadway and utility purposes; and

WHEREAS, a copy of the Easement Grant Deed is attached hereto as "Attachment 1", which is, by reference, incorporated herein and made a part hereof; and

WHEREAS, the City Council determines that it is in the best interest of the City of Bishop to accept such Easement Grant Deed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Bishop orders that the Easement Grant Deed for public use is hereby accepted.

PASSED, APPROVED AND ADOPTED this 12th day of March 2012.

LAURA SMITH, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

RECORDING REQUESTED BY:
City of Bishop

WHEN RECORDED, MAIL TO:
City of Bishop
P.O. Box 1236
Bishop, CA 93515-1236

THE AREA ABOVE THIS LINE IS FOR RECORDER'S USE

DOCUMENT TITLE(S)

EASEMENT DEED	Grantee: City of Bishop
Portion of APN(s):	Project: Mactver Street Extension – Bishop – Inyo County Por. of 008-010-41

THIS DOCUMENT IS EXEMPT FROM DOCUMENTARY TRANSFER TAX PURSUANT TO SECTION 1922 OF THE CALIFORNIA REVENUE AND TAXATION CODE AND EXEMPT FROM FEES FOR RECORDING PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 6103.

As authorized by the Board of Water and Power Commissioners by Resolution No. 012-069 adopted on September 22, 2011 and approved by the Los Angeles City Council on October 26, 2011, for valuable consideration, receipt of which is hereby acknowledged, the CITY OF LOS ANGELES, a municipal corporation, grants to the CITY OF BISHOP, an easement for roadway and utility purposes over and across that certain real property owned by the City of Los Angeles and under the management and control of the Los Angeles Department of Water and Power, in the County of Inyo, State of California, described as follows:

An easement for roadway and utility purposes, all in, over, under, and across that portion of the northeast quarter of Section 6, Township 7 South, Range 33 East, Mt. Diablo Meridian, in the City of Bishop, County of Inyo, State of California, more particularly described as follows:

COMMENCING at the southeast corner of that parcel of land labeled as "AREA = 13.655 acres" on the Map recorded in Record of Survey Book 12, page 50, in the office of the County Recorder of said County; thence South 89°11'38" West, along the southerly line of said parcel, 60.02 feet to the northwesterly corner of that Roadway Easement described in Easement Deed from the CITY OF LOS ANGELES, a municipal corporation, to the CITY OF BISHOP, recorded in Official Records Document No. 98-0125; thence South 00°32'04" West, along the westerly boundary of said Roadway Easement, 280.29 feet to the TRUE POINT OF BEGINNING; thence South 44°51'51" West, 28.28 feet; thence South 89°11'38" West, parallel with the southerly line of said parcel, 491.32 feet, to the southeast corner of that parcel of land labeled as "PROPOSED SALE 1.234 acres" on the Map recorded in Record of Survey Book 12, page 8, in said Recorder's Office; thence South 00°31'42" East, 60.00 feet, to the southeasterly corner of Mactver Street (60.00 feet in total width), as shown on said Map recorded in

Record of Survey Book 12, page 8; thence North 89°11'38" East, parallel with the southerly line of said parcel labeled as "AREA = 13.655 acres," 489.74 feet; thence South 45°08'09" East, 28.28 feet, to the westerly boundary of said Roadway Easement; thence North 00°32'04" East, 100.02 feet, to the TRUE POINT OF BEGINNING.

Containing 0.712 acres, more or less.

END OF DESCRIPTION

SUBJECT TO all outstanding taxes and assessments, if any

SUBJECT TO any and all easements, covenants, conditions, restrictions, and other matters of record.

SUBJECT TO the condition that the sale and conveyance of the easement is authorized upon the terms and conditions stated herein and upon the further express condition that the same shall be continuously used and maintained by the City of Bishop for roadway and utility purposes; and that in the event the City of Bishop does not so continuously use and maintain said real property for said purposes as hereinabove provided for a period of one year, then, and in that event, upon the expiration of said one year period, all rights shall thereupon be forfeited, extinguished, and terminated, and all interest and rights hereby conveyed shall thereupon automatically revert to and revest in the City of Los Angeles without any further action.

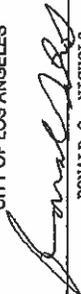
EXCEPTING AND RESERVING unto the City of Los Angeles all water and water rights, whether surface, subsurface, or of any other kind, and all water and water rights appurtenant or in anywise incident to the real property herein described, or used thereon or in connection therewith, together with the right to develop, take, transport, control, regulate, and use all such water, and reserving unto the Grantor the property and mineral rights to all oil, gas, petroleum, or other mineral or hydrocarbon substances in and under said land, however not including any contamination by said substances, without the right to enter upon the surface of said land for the purpose of development, extraction, taking, or transportation of such substances for use and/or for revenue production.

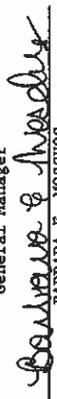
DEPARTMENT OF WATER AND POWER OF THE
CITY OF LOS ANGELES BY THE
BOARD OF WATER AND POWER COMMISSIONERS
OF THE
CITY OF LOS ANGELES

APPROVED AS TO FORM AND LEGALITY
CARMEN A. TRITANCO, CITY ATTORNEY

OCT 27 2011

KEVIN RYAN
DEPUTY CITY ATTORNEY

By 
RONALD O. NICHOLS
General Manager

And 
BARBARA E. MOSCHOS
Board Secretary

AUTHORIZED BY:

Resolution No. 012-058
Adopted September 20, 2011
Approved by Council on October 25, 2011
Council File No. 11-1629

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: Approve the Hire of Public Works Intern

DATE: March 12, 2012

Attachments: Staff Memo

BACKGROUND/SUMMARY

The Public Works Department has had the opportunity, over the last few years, to recruit and hire very qualified interns that provide a tremendous service to the City. The most recent Intern updated the City's Geographic Information System (GIS) and website as well as providing general support of the Public Works office.

The task awaiting the potential intern would be to further update GIS, help analysis issues at the waste water treatment plant and provide support to office staff within Public Works.

Funds are currently budgeted for \$4,000 from water and sewer programs and a total of \$5,200 is budgeted from the same accounts for part-time seasonal employees.

RECOMMENDATION

City Council consideration of recruitment and hiring of an Intern to work in the Public Works Department for 10 weeks beginning March 2012. Funding will be made available through the Water and Sewer programs.



To: Keith Caldwell, City Administrator ^{KSC}
From: David Grah, Director of Public Works
Subject: Approve the Hire of Public Works Intern
Date: 29 February 2012
Previous: None
Funding: Water and Sewer

General:

Public Works requests authorization to hire a Public Works Intern during the spring of 2012.

Background:

Over the last few years Public Works has had the opportunity to hire and work with interns in the Public Works office. The interns have provided excellent value to the city working on the city's Geographic Information System (GIS) and on the city web site, as well as providing general support in the Public Works office.

There continues to be interest in the position from highly qualified individuals. It appears there may be good opportunity to bring another intern on board to do further work on the GIS, to provide support in the Public Works office, and to help analyze issues at the waste water treatment plant. A likely candidate for the position has undergraduate and graduate degrees in engineering, has GIS education and experience, and is enrolled in continuing college classes.

As was done with the most recent intern, it is anticipated the position would be filled on a task by task basis. Initially it is proposed to hire the intern for tasks this spring for 40 hours per week for about 10 weeks starting in late March 2012. At the \$10 per hour intern wage, this equates to \$4,000 funded from the water and sewer programs, \$2,000 for each program (budget Line Items 004-050-51002 and 002-051-51002). If beneficial to both the city and the intern, it is likely the employment would be extended into the summer. A total of \$5,200 is budgeted each year in each of water and sewer for part time employees. Part time employees include retired annuitants and interns.

Recommendation:

Approve the recruitment of Public Works Intern for 10 weeks starting in March 2012 to be paid by the water and sewer programs.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: ORDINANCE NO. 538 – AMENDING BISHOP MUNICIPAL CODE RELATING TO FEE AND CHARGE REVENUE/COST COMPARISON SYSTEM

DATE: MARCH 12, 2012

Attachments: Ordinance No. 538 and Exhibit A
Exhibit A Worksheet

BACKGROUND/SUMMARY

The Public Works Department has proposed a restructuring of the Department's categories for fees and service charges for Building, Planning, Public Works Miscellaneous, Sewer, and Water. In order to implement the changes, an ordinance amending Title 3 Revenue and Finance Chapter 3.22 is necessary.

This ordinance is presented for introduction at this meeting and will be scheduled for adoption on the March 26th meeting. Included in the attachments is a worksheet that indicating the proposed changes in red.

The ordinance must be adopted in order for Council to consider action on a resolution amending and restating fees and charges for City services that will also be presented at the March 26th meeting.

RECOMMENDATION

Consideration to approve the introduction/first reading of Ordinance No. 538 by title only.

ORDINANCE NO. 538

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING TITLE 3 REVENUE AND FINANCE CHAPTER 3.22 ENTITLED "FEE AND SERVICE CHARGE REVENUE/COST COMPARISON SYSTEM" OF THE BISHOP MUNICIPAL CODE

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

SECTION 1: Title 3 Chapter 3.22 of the Bishop Municipal Code, entitled "Fee and Service Charge Revenue/Cost Comparison System", be and is hereby amended to read in its entirety as set forth in "Exhibit A" attached hereto and incorporated herein.

SECTION 2: This ordinance shall be in full force and effect thirty (30) days from and after its passage and adoption.

SECTION 3: The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner and form provided by law in the Inyo Register, a newspaper of general circulation printed and published in the City of Bishop, State of California which said newspaper is hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2012.

MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

EXHIBIT A

TITLE 3

REVENUE AND FINANCE

Chapters:

3.22 Fee and Service Charge Revenue/Cost Comparison System

Chapter 3.22

FEE AND SERVICE CHARGE REVENUE/COST COMPARISON SYSTEM

Sections:

3.22.010 - Findings and intent.

3.22.020 - Delegation of authority and direction to administrator.

3.22.030 - Costs reasonably borne defined.

3.22.040 - Schedule of fees and service charges.

3.22.050 - Statutory public meeting.

3.22.060 - Provision of data.

3.22.070 - Appeal to city council.

3.22.010 - Findings and intent.

- A. Pursuant to Article XIIB of the California Constitution, it is the intent of the city council to require the ascertainment and recovery of costs reasonably borne from fees, charges and regulatory license fees levied therefore in providing the regulation, products or services hereinafter enumerated in this chapter.
- B. The fee and service charge revenue/cost comparison system set forth in this chapter provides a mechanism for ensuring that fees adopted by the city for services rendered do not exceed the reasonable estimated cost for providing the services for which the fees are charged.
- C. The adoption of this chapter is exempt from the California Environmental Quality Act (Public Resources Code Sections 2100 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of city departments, as set forth in Public Resources Code Section 21080(b) et seq.

3.22.020 - Delegation of authority and direction to administrator.

- A. The city administrator is delegated the authority and directed to provide documents to the city council to implement its herein enumerated policy to adjust fees and charges to recover the percentage of costs reasonably borne as

established by this chapter, in providing the regulation, product or service enumerated in this chapter in the percentage of costs reasonably borne and on the schedule of rate review and revision as hereinafter established in this chapter.

- B.** The city administrator is delegated authority to issue executive orders defining terms, setting out administrative, fee collection, and financial procedures, definitions, and establishing effective dates of all fees set by the city council by resolution. All executive orders shall be originated and signed by the affected department head, and shall be signed by the city administrator certifying that the financial requirements of this chapter are complied with and connoting the effective date of the executive order and new or reviewed rate structure, procedure or definition.
- C.** "Costs reasonably borne" shall be defined in Section 3.22.030. In adjusting fees and charges, the city administrator shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this chapter, and the procedures set by this chapter and by applicable state law. All executive orders issued hereunder shall comply in all respects with this chapter, and the several schedules of fees and rates as set by the city council by resolution.

3.22.030 - Costs reasonably borne defined.

"Costs reasonably borne," as used and ordered to be applied in this chapter are to consist of the following elements:

- A.** All applicable direct costs including but not limited to salaries, wages, overtime, employee fringe benefits, services and supplies, maintenance and operation expenses, contracted services, special supplies, and any other direct expense incurred;
- B.** All applicable indirect costs including but not restricted to building maintenance and operations, equipment maintenance and operations, communications expenses, computer costs, printing and reproduction, vehicle expenses, insurance, debt service, and like expenses when distributed on an accounted and documented rational proration system;
- C.** Fixed asset recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated cost of replacement, divided by the approximate life expectancy of the fixed asset. A further additional charge to make up the difference between book value depreciation not previously recovered and reserved in cash and the full cost of replacement, also shall be calculated and considered a cost so as to recover such unrecovered costs between book value and cost of replacement over the remaining life of the asset;
- D.** General overhead, expressed as a percentage, distributing and charging the expenses of the city council, city attorney, city administration, city clerk, city treasurer, economic development, finance department; and all other staff and

support service provided to the entire city organization. Overhead shall be prorated between tax-financed services and fee-financed services on the basis of said percentage so that each of the taxes and fees and charges shall proportionately defray such overhead costs;

- E. Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in subsections A, B, C and F of this section;
- F. Debt service costs, consisting of repayment of principal, payment of interest, and trustee fees and administrative expenses for all applicable bond, certificate, note or securities issues or loans of whatever nature or kind. Any required coverage factors or required or established reserves beyond basic debt service costs also shall be considered a cost if required by covenant within any securities ordinance, resolution, indenture or general law applicable to the city.

3.22.040 - Schedule of fees and service charges.

- A. The city administrator and each city department head, under the direction of the city administrator, shall review annually the fees and service charges listed following, and provide an adjusted fee or charge schedule to the city council for its consideration and adoption by resolution so as to recover costs reasonably necessary to provide the listed regulation, product or service:

NO.	TITLE/DESCRIPTION
	ADMINISTRATIVE AND FINANCE SERVICES
AF-1	New/moved business application process
AF-2	Business license
AF-3	Bingo fees
AF-4	New T.O.T. registration certificate
AF-5	Returned check (NSF) processing
AF-6	Printed materials/map prod. sale
AF-7	Document certification/copying
AF-8	Records research service
AF-9	City code and zoning code update
AF-10	Agenda/minutes mailing service
AF-11	City meeting tape copies
	BUILDING FEES
BI-1	Building permits
BL-2	Residential SMIP

	Commercial SMIP
BL-3	Building standards revolving fund (BSASRF)
	COMMUNITY SERVICES
CS-1	Auditorium rental
CS-2	Council chambers rental
CS-3	Conference room rental
CS-4	Outside grounds rental
CS-5	Community center development impact fees
	PARKS AND RECREATION
PR-1	Softball lights
PR-2	Tennis lights
PR-3	Softball/baseball field
PR-4	Tennis courts
PR-5	League play
PR-6	Pool rental
PR-7	Swim classes
PR-8	Public swim
PR-9	Contract classes
PR-10	Special city-sponsored recreation activities
PR-11	Set up/clean up services (electrical, tables, etc.)
PR-12	City park exhibitor fees
PR-13	Park development impact fees
	PLANNING
PL-1	Zone change review
PL-2	Variance review
PL-3	Zone ordinance amendment review
PL-4	Appeals
PL-5	Use permit application review and process
PL-6	Specific plan review
PL-7	General plan amendment
PL-8	Categorical exemption
PL-9	Negative declaration review and process
PL-10	EIR staff review
PL-11	Time extension review

PL-12	Tentative parcel map review
PL-13	Tentative tract map review
PL-14	Final parcel map review
PL-15	Final tract map review
PL-16	Certificate of compliance
PL-17	Lot line adjustment review
	PUBLIC SAFETY
PS-1	Check collection fee
PS-2	Impound fee
PS-3	Fingerprints
PS-4	Report copying
PS-5	Booking fees
PS-6	Repossession processing
PS-7	Timed parking violations
PS-8	Handicapped parking violations
PS-9	Burning permit fee
PS-10	Plan and site review for flammable or combustible liquid storage
PS-11	Building inspection for fire and life safety
PS-12	Fireworks and pyrotechnic special effects permit fee
PS-13	Building and site plan check
PS-14	Public safety development impact fees
PS-15	Criminal history check pursuant to California Family Code § 6306
	PUBLIC WORKS MISCELLANEOUS
PW-1	Snow removal
PW-2	Administration and abatement of weeds and refuse
PW-3	Right of way abandonment request process
PW-4	Street sweeping
PW-5	Storm drain maintenance
PW-6	Street patching
PW-7	Large format plots and maps
PW-8	Encroachment permit for other than construction
PW-9	Encroachment permit for construction 1. \$50,000 or less of work 2. More than \$50,000 of work
PW-10	Drainage development impact fees

	SEWER
SW-1	Monthly sewer
SW-2	Sewer service permit
SW-3	Sewer service construction main to property
SW-4	Sewer grease interceptor inspection
SW-5	Sewer development impact fee
	WATER
WA-1	Monthly water
WA-2	Water service permit
WA-3	Water service construction main to curb stop
WA-4	Water backflow preventers test
WA-5	Water development impact fees
WA-6	Water valve box for curb stop valve

- B. All fees and charges set pursuant to this chapter and section shall take effect sixty days after the city council adopts a resolution, or amended resolution, setting fees and charges and after the city administrator signs an executive order stipulating that all provisions of this chapter have been complied with, and no written appeal has been filed.
- C. The schedule of frequency of rate adjustments may be varied by the city administrator to adjust revenues sufficient to meet debt service coverage requirements of any bond, certificate, or ordinance, resolution, indenture, contract, or action under which securities have been issued by the city which contain any coverage factor requirement.
- D. The city administrator may vary the review schedule listed in this section if, in the judgment of the city administrator and a directly affected and requesting department head, a gross inequity would be perpetrated by not revising the rate schedule. Any such rate revision which deviates from the review schedule as set herein shall be reported to the city council at its next succeeding meeting.

3.22.050 - Statutory public meeting.

Pursuant to California Government Code Section 66016, the city clerk shall cause notice to be provided as set out in Government Code Sections 66016 and 6062a, and the city council periodically, at least annually, shall receive at a regularly scheduled meeting oral and written presentations concerning fees and charges proposed to be increased or added. Such notice, oral and written presentation, and public meeting shall be provided prior to the city council taking any action on any new or increased fees or charges. At least one such public hearing shall be held annually, in conjunction with the city annual budget process and hearing.

3.22.060 - Provision of data.

Pursuant to the California Government Code, at least ten days prior to the required public hearing set out herein, the city administrator shall make available to the public appropriate data indicating the cost or estimated costs required to support the fees and charges for which changes are proposed to be made or fees or charges imposed. The city administrator also shall provide a summary of the present fee and charge schedules and those proposed at such annual public hearing. A general explanation of such changes also shall be published per the requirements of Government Code Section 6062a.

3.22.070 - Appeal to city council.

- A.** Any person who feels that any fee or charge determined and set in an excess of the percentage of costs reasonably borne to be recovered as set out in this chapter, or that such fee or charge has been reviewed prior to or has not been reviewed within the review schedule as set out herein, may appeal in writing to the city council within five days of action appealed from.

- B.** No fee or charge for which an appeal has been filed shall take effect until heard by the city council. Such appeal shall be placed on the agenda of the next ensuing council meeting. Such appealed fee charge shall take effect immediately upon hearing by the city council unless ordered otherwise by the city council by ordinance amending this chapter.

EXHIBIT A
CHANGES INDICATED IN RED

TITLE 3

REVENUE AND FINANCE

Chapters:

3.22 Fee and Service Charge Revenue/Cost Comparison System

Chapter 3.22

FEE AND SERVICE CHARGE REVENUE/COST COMPARISON SYSTEM

Sections:

3.22.010 - Findings and intent.

3.22.020 - Delegation of authority and direction to administrator.

3.22.030 - Costs reasonably borne defined.

3.22.040 - Schedule of fees and service charges.

3.22.050 - Statutory public meeting.

3.22.060 - Provision of data.

3.22.070 - Appeal to city council.

3.22.010 - Findings and intent.

- A.** Pursuant to Article XIIB of the California Constitution, it is the intent of the city council to require the ascertainment and recovery of costs reasonably borne from fees, charges and regulatory license fees levied therefore in providing the regulation, products or services hereinafter enumerated in this chapter.
- B.** The fee and service charge revenue/cost comparison system set forth in this chapter provides a mechanism for ensuring that fees adopted by the city for services rendered do not exceed the reasonable estimated cost for providing the services for which the fees are charged.
- C.** The adoption of this chapter is exempt from the California Environmental Quality Act (Public Resources Code Sections 2100 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of city departments, as set forth in Public Resources Code Section 21080(b) et seq.

3.22.020 - Delegation of authority and direction to administrator.

- A. The city administrator is delegated the authority and directed to provide documents to the city council to implement its herein enumerated policy to adjust fees and charges to recover the percentage of costs reasonably borne as established by this chapter, in providing the regulation, product or service enumerated in this chapter in the percentage of costs reasonably borne and on the schedule of rate review and revision as hereinafter established in this chapter.
- B. The city administrator is delegated authority to issue executive orders defining terms, setting out administrative, fee collection, and financial procedures, definitions, and establishing effective dates of all fees set by the city council by resolution. All executive orders shall be originated and signed by the affected department head, and shall be signed by the city administrator certifying that the financial requirements of this chapter are complied with and connoting the effective date of the executive order and new or reviewed rate structure, procedure or definition.
- C. "Costs reasonably borne" shall be defined in Section 3.22.030. In adjusting fees and charges, the city administrator shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this chapter, and the procedures set by this chapter and by applicable state law. All executive orders issued hereunder shall comply in all respects with this chapter, and the several schedules of fees and rates as set by the city council by resolution.

3.22.030 - Costs reasonably borne defined.

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- A. All applicable direct costs including but not limited to salaries, wages, overtime, employee fringe benefits, services and supplies, maintenance and operation expenses, contracted services, special supplies, and any other direct expense incurred;
- B. All applicable indirect costs including but not restricted to building maintenance and operations, equipment maintenance and operations, communications expenses, computer costs, printing and reproduction, vehicle expenses, insurance, debt service, and like expenses when distributed on an accounted and documented rational proration system;
- C. Fixed asset recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated cost of replacement, divided by the approximate life expectancy of the fixed asset. A further additional charge to make up the difference between book value depreciation not previously recovered and reserved in cash and the full cost of replacement, also shall be calculated and considered a cost so as to recover

such unrecovered costs between book value and cost of replacement over the remaining life of the asset;

- D. General overhead, expressed as a percentage, distributing and charging the expenses of the city council, city attorney, city administration, city clerk, city treasurer, economic development, finance department; and all other staff and support service provided to the entire city organization. Overhead shall be prorated between tax-financed services and fee-financed services on the basis of said percentage so that each of the taxes and fees and charges shall proportionately defray such overhead costs;
- E. Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in subsections A, B, C and F of this section;
- F. Debt service costs, consisting of repayment of principal, payment of interest, and trustee fees and administrative expenses for all applicable bond, certificate, note or securities issues or loans of whatever nature or kind. Any required coverage factors or required or established reserves beyond basic debt service costs also shall be considered a cost if required by covenant within any securities ordinance, resolution, indenture or general law applicable to the city.

3.22.040 - Schedule of fees and service charges.

- A. The city administrator and each city department head, under the direction of the city administrator, shall review annually the fees and service charges listed following, and provide an adjusted fee or charge schedule to the city council for its consideration and adoption by resolution so as to recover costs reasonably necessary to provide the listed regulation, product or service:

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AF-6	Printed materials/map prod. sale
AF-7	Document certification/copying
AF-8	Records research service
AF-9	City code and zoning code update
AF-10	Agenda/minutes mailing service
AF-11	City meeting tape copies

	BUILDING FEES
BI-1	Building permits
BL-2	Residential SMIP Commercial SMIP
BL-3	Building standards revolving fund (BSASRF)
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CS-1	Auditorium rental
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PL-7	General plan amendment
PL-8	Categorical exemption
PL-9	Negative declaration assessment review and process
PL-10	EIR staff review
PL-11	Time extension review
PL-12	Tentative parcel map review
PL-13	Tentative tract map review
PL-14	Final parcel map review
PL-15	Final tract map review
PL-16	Certificate of compliance
PL-17	Lot line adjustment review
	PUBLIC SAFETY
PS-1	Check collection fee
PS-2	Impound fee
PS-3	Fingerprints
PS-4	Report copying
PS-5	Booking fees
PS-6	Repossession processing
PS-7	Timed parking violations
PS-8	Handicapped parking violations
PS-9	Burning permit fee
PS-10	Plan and site review for flammable or combustible liquid storage
PS-11	Building inspection for fire and life safety
PS-12	Fireworks and pyrotechnic special effects permit fee
PS-13	Building and site plan check
PS-14	Public safety development impact fees
PS-15	Criminal history check pursuant to California Family Code § 6306
	PUBLIC WORKS MISCELLANEOUS
PW-1	Building plan check Snow removal
PW-2	Plumbing Administration and abatement of weeds and refuse
PW-3	Mechanical Right of way abandonment request process
PW-4	Electrical Street sweeping
PW-5	Building inspection Storm drain maintenance
PW-6	Building relocation inspection Street patching
PW-7	Building demolition inspection and utility location Large format plots and maps
PW-8	Snow removal Encroachment permit for other than construction

PW-9	Administration and abatement of weeds and refuse Encroachment permit for construction 1. \$50,000 or less of work 2. More than \$50,000 of work
PW-10	Time extension review — Drainage development impact fees
PW-11	Tentative parcel map review
PW-12	Tentative tract map review
PW-13	Final parcel map review
PW-14	Final tract map review
PW-15	Certificate of compliance
PW-16	Lot line adjustment review
PW-17	Appeals
PW-18	Home occupation review
PW-19	Right of way abandonment request process
PW-20	State highway sweeping
PW-21	Street sweeping (hourly)
PW-22	Storm drain maintenance
PW-23	Earthquake fault zone studies and peer review
PW-24	Water service permit
PW-25	Water service — Main line to curb stop
PW-26	Water facility charges
PW-27	Testing backflow preventers
PW-28	Water development impact fees
PW-29	Water valve box — For curb stop
PW-30	Water system flow test — Hydrant flow test
PW-31	Sewer facility charges
PW-32	Sewer service permit
PW-33	Sewer service — Main line to property line
PW-34	Inspection of interceptor
PW-35	Sewer development impact fee
PW-36	Street patching for construction
PW-37	Blueline prints — Large format plots and maps
PW-38	Standard grading permit (parcels less than one acre and earthwork less than 2,500 C.Y.)
PW-39	Engineered grading permit for engineered earthwork, for parcels greater than one acre or earthwork greater than 2,500 C.Y.
PW-40	Encroachment permits for other than construction (curbs, gutters, sidewalks or driveways)
PW-41	Encroachment permits (all other work) — for construction
PW-42	Subdivision and development plan check inspection and testing fee — Development site work including utilities and drainage
PW-43	Drainage development impact fee

PW-44	Strong Motion Instrumentation Program (SMIP) — state mandated
PW-45	Building standards administration special revolving fund — state mandated
	SEWER
SW-1	Monthly sewer
SW-2	Sewer service permit
SW-3	Sewer service construction main to property
SW-4	Sewer grease interceptor inspection
SW-5	Sewer development impact fee
	WATER
WA-1	Monthly water
WA-2	Water service permit
WA-3	Water service construction main to curb stop
WA-4	Water backflow preventers test
WA-5	Water development impact fees
WA-6	Water valve box for curb stop valve

- B. All fees and charges set pursuant to this chapter and section shall take effect sixty days after the city council adopts a resolution, or amended resolution, setting fees and charges and after the city administrator signs an executive order stipulating that all provisions of this chapter have been complied with, and no written appeal has been filed.
- C. The schedule of frequency of rate adjustments may be varied by the city administrator to adjust revenues sufficient to meet debt service coverage requirements of any bond, certificate, or ordinance, resolution, indenture, contract, or action under which securities have been issued by the city which contain any coverage factor requirement.
- D. The city administrator may vary the review schedule listed in this section if, in the judgement of the city administrator and a directly affected and requesting department head, a gross inequity would be perpetrated by not revising the rate schedule. Any such rate revision which deviates from the review schedule as set herein shall be reported to the city council at its next succeeding meeting.

3.22.050 - Statutory public meeting.

Pursuant to California Government Code Section 54992 66016, the city clerk shall cause notice to be provided as set out in Government Code Sections 54992 66016 and 6062a, and the city council periodically, at least annually, shall receive at a regularly scheduled meeting oral and written presentations concerning fees and charges proposed to be increased or added. Such notice, oral and written presentation, and public meeting shall be provided prior to the city council taking any action on any new or increased fees

or charges. At least one such public hearing shall be held annually, in conjunction with the city annual budget process and hearing.

3.22.060 - Provision of data.

Pursuant to the California Government Code, at least ten days prior to the required public hearing set out herein, the city administrator shall make available to the public appropriate data indicating the cost or estimated costs required to support the fees and charges for which changes are proposed to be made or fees or charges imposed. The city administrator also shall provide a summary of the present fee and charge schedules and those proposed at such annual public hearing. A general explanation of such changes also shall be published per the requirements of Government Code Section 6062a.

3.22.070 - Appeal to city council.

- A. Any person who feels that any fee or charge determined and set in an excess of the percentage of costs reasonably borne to be recovered as set out in this chapter, or that such fee or charge has been reviewed prior to or has not been reviewed within the review schedule as set out herein, may appeal in writing to the city council **within five days of action appealed from.**

- B. No fee or charge for which an appeal has been filed shall take effect until heard by the city council. Such appeal shall be placed on the agenda of the next ensuing council meeting. Such appealed fee charge shall take effect immediately upon hearing by the city council unless ordered otherwise by the city council by ordinance amending this chapter.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: **ADOPTION OF FINAL BUDGET FY 2011-2012 / 2012-2013**

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY

Under separate cover you will find the City of Bishop Final Budget for the Fiscal Years 2011-2012 and 2012-2013. We present the final budget after the 2010-2011 fiscal year audit in order to make the appropriate adjustments presented in the audits. The final budget as presented also reflects a more accurate projection of revenues and expenditures for the fiscal year ending June 30, 2012. It is more accurate due to the fact we have had more of the fiscal year to use as a gauge.

As Council is aware, the preliminary budget is required to be prepared prior to the end of the previous fiscal year. This final budget reflects expenditures projected in the Preliminary Budget adopted October 24, 2011 and updated with audited actuals from FY 2010-2011. This budget also depicts possible unanticipated expenses and revenues which could arise during the remainder of the fiscal year. The City of Bishop continues to maintain financial viability while providing essential services to the citizenry.

The 2011-2012 and 2012-2013 Final Budget expenditures are estimated at \$10,099,026 and \$9,494,715 respectively. This figure represents estimated capital and operational expenditures for all City services and departments for the 2011-2012 and 2012-2013 fiscal years. Our budgeted revenues and reserve balances are adequate to fund all of the projected expenditures. The City of Bishop continues to maintain its financial integrity through the efforts of our legislative body, excellent city staff, and the cooperation and participation of the citizens of the city.

I would like to personally thank our department heads and staff for their efforts this past fiscal year. Without the creativity, work ethic and dedication of our employees it would be impossible to meet our high level of service package goals for our citizens.

RECOMMENDATION

Review the City of Bishop 2011-2012 and 2012-2013 Final Budget for adoption.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KJC

SUBJECT: **Waiving of the Hiring Freeze – Seasonal and Summer Staff**

DATE: March 12, 2012

BACKGROUND/SUMMARY

The Community Services Department is busily preparing for spring, summer and fall activities at Bishop City Park. Many programs and events are on the schedule and appropriate staffing is necessary to provide safe and effective facilities.

Pending permission from the City Council, allow the Community Services Director and staff to interview and hire appropriate candidates.

RECOMMENDATION

Request City Council waive the hiring freeze and permission to hire five part-time seasonal park helpers and twenty aquatics personnel.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: **BUDGET ADJUSTMENTS/TRANSFERS FY 2011-2012**

DATE: MARCH 12, 2012

Attachment: Finance Department Memorandum

BACKGROUND/SUMMARY:

Attached is a Budget Adjustment/Transfers Report for Fiscal Year 2011-2012 through February 29, 2012, from Cheryl Solesbee, Accounting Secretary/Budget Manager. Action to approve the transactions will bring the listed accounts into reconciliation with expenditures for that period.

RECOMMENDATION:

Consideration to approve the budget adjustments and transfers for Fiscal Year 2011-2012 through February 29, 2012 as presented.

TO: City Council/City Administrator
 FROM: Cheryl Solesbee, Accounting Secretary
 DATE: March 12, 2012
 SUBJECT: Budget Adjustments/Transfers

The following are budget adjustments and transfers which would bring the listed accounts into reconciliation with expenditures through February 29, 2012.

BUDGET ADJUSTMENT AS FOLLOWS:

From Unbudgeted Reserves

FUND	AMOUNT	TO FUND/DEPT	AMOUNT
General Fund	\$128,067	General Fund	
		Police Dept	
		001-020-53020	\$ 700
		Vehicle Operation	
		Note: Insurance Reimb	
		Fire Dept	
		001-021-52018	\$ 767
		Spec Dept Supplies	
		Note: Reimb from Volunteers	
		001-021-52013	\$ 600
		Communications	
		See Attached	
		001-021-52015	\$ 1,000
		Prof/tech svcs	
		See Attached	
		001-021-53020	\$ 5,000
		Veh Operation	
		See Attached	
		Prop 1B/Local Streets	
		001-024-56027	\$ 110,000
		Capital Improvement	
		Note: Approved by Council	
		2/22/12	

FUND	AMOUNT	TO FUND/DEPT	AMOUNT
		Planning	
		001-034-52015	\$ 10,000
		Professional Services Bauer & Assoc.	
		Note: Budgeted in 10/11 Exp in 11/12	

<u>Department Line Item</u>	To	<u>Department Line Item</u>	
Adm			
001-011-51009	\$ 300	001-011-51017	\$ 300
PERS		FICA/PARS ARS	
Finance Dept			
001-012-51025	\$ 1,000	001-012-51046	\$ 1,000
Retiree Hlth Ins		OPEB	
Fire Dept			
001-021-51002	\$ 10,000	001-021-53020	\$ 10,000
Salaries Part-time		Vehicle Operation	
001-021-51007	\$ 1,000	001-021-52009	\$ 1,000
Health Ins		Training	
001-021-51010	\$ 8,000	001-021-52014	\$ 3,000
Workers Comp		Meetings, Travel	
		001-021-52018	\$ 5,000
		Spec Dept Supplies	
001-021-51011	\$ 500	001-021-54023	\$ 500
Medicare Tax		Building Operation	
001-021-52012	\$ 100	001-021-56027	\$ 100
Office Supplies		Capital Improvement	

TO: Mrs. Cheryl Solesbee
 FROM: Fire Department (21)
 DATE: February 24, 2012
 SUBJECT: Fiscal Year 2011-12 Budget Adjustments/Transfers

Please make the following budget adjustments/transfers to bring the listed accounts into reconciliation with the budget for fiscal year 2011-12.

<u>FROM UNBUDGETED RESERVES</u>	<u>CHARGE TO EXP LINE ITEM #(DEBIT)</u>	<u>AMOUNT</u>
\$6,600.00	1. 1-21-52013	\$ 600.00
	2. 1-21-52015	\$1,000.00
	3. 1-21-53020	\$5,000.00

<u>DECREASE BUDGETED AMOUNT OF LINE ITEM#</u>	<u>INCREASE BUDGETED AMOUNT OF LINE ITEM#</u>		
1-21-51002	\$ 10,000.00	1-21-53020	\$ 10,000.00
1-21-52012	\$ 100.00	1-21-56027	\$ 100.00

Note:

Signed: 

\$6,600.00 from unbudgeted reserve's to increase;
1 52013, \$600.00 for a communication needs
2 52015, \$1,000.00 for UL Inspection of the ladder
3 53020, \$5,000.00 for remainder of FY 2011- 2012 due to fuel price increase

Decrease 51002 by \$10,000.00 and increase 53020 for a 50/50 split w/ District for a \$20,000.00 repair of ladder 3 and 52012 by \$100.00 to 56027 to reconcile 52027.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: **Request to Waive the Bid Procedure for Purchase Replacement K9 Vehicle**

DATE: March 12, 2012

Attachments: Staff Memo

BACKGROUND/SUMMARY

In December of 2011, the K9 Police vehicle was involved in an accident on Highway 395. The vehicle was determined to be totaled. The "at-fault" drivers insurance has reimbursed the City for the determined value of the vehicle.

The Police Department has received a verbal price from the local Ford dealer for a 2011 Ford Crown Victoria. The Department has also received a price from Downtown Ford in Sacramento.

It has been determined that Downtown Ford offers State Contract pricing and can provide a 2011 Ford Crown Victoria with all the related necessary equipped to outfit the K9 for use. In addition, if paid in full within 20 days the City receives a 5% discount, saving approximately \$1,700.00.

RECOMMENDATION

City Council consideration to waive the bid procedure for the purchase of a replacement K9 police vehicle from Downtown Ford in Sacramento for a price not to exceed \$37,000.



BISHOP POLICE DEPARTMENT

207 W. Line St.
Bishop, CA 93514
760-873-5866

To: Bishop City Council via Mr. Keith Caldwell- City Administrator *KWC*

From: Chris Carter-Chief of Police *CC*

Date: March 7, 2012

Subject: Request to Waive Bid Process for Purchase of Replacement K9 Vehicle

In accordance with Section 3.24.200 of the Bishop Municipal Code, I am requesting an exception to the Open Market/Bidding Procedure for the purchase of a new 2011 year model Ford Crown Victoria from Downtown Ford of Sacramento, California in an amount not to exceed \$37,000.00. The vehicle will be equipped to support our K9 Officer and will replace the vehicle totaled in the accident of December 2011. Funds were received from the "at-fault" party's insurance company to cover the damage to the original K9 vehicle.

Research has indicated that Downtown Ford offers State Contract pricing and is the most appropriate and economical source from which to purchase this item as they can not only supply the vehicle itself at the best price, but are also able to provide the related equipment and supplies necessary to outfit it for K9 use. This relieves the Department of the burden of having to seek multiple vendors for these items and place multiple orders. Additionally, the vehicle would be delivered fully ready for deployment and would expedite our ability to conduct the mandatory activities related to the K9 program. Downtown Ford will also discount the total price of the vehicle 5% if the vehicle is fully paid for within 20 days, thus saving the Police Department an additional \$1,700.00 (approx).

I am available at your convenience should you have questions or wish to discuss this request further.

QUOTATION

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95814
916-442-6931 fax 916-491-3138

DF030112455
revised 3 2 12

QUOTATION

Customer

Name BISHOP POLICE DEPARTMENT
Address _____
City CA
Phone _____

Date 3/1/2012
REP FORBESS
Phone _____
FOB _____

Qty	Description	Unit Price	TOTAL
1	2011 FORD CROWN VICTORIA POLICE SEDAN	\$23,481.00	\$23,481.00
1	TUTONE PAINT 4 DOORS AND ROOF	\$454.00	\$454.00
1	FOUR CORNER LED STROBES W/MIRROR LIGHTS	\$1,235.00	\$1,235.00
1	WIG WAG	\$147.00	\$147.00
1	SIREN AND SPEAKER	\$1,629.00	\$1,629.00
1	TROY CONSOLE	\$403.00	\$403.00
1	RAY ALLEN K-9	\$3,642.00	\$3,642.00
1	WINDOW TINT	\$290.00	\$290.00
1	VENTED HOOD	\$1,392.00	\$1,392.00
1	REAR TRAFFIC ADVISOR WITH DIRECTIONAL CONTROL	\$840.00	\$840.00
1	FRONT INNER EDGE RED/BLUE LED	\$1,109.00	\$1,109.00

Payment Details

-
-
-

		\$34,622.00
	SHIPPING	\$400.00
Taxes	7.75	\$2,683.20
	DOC FEE	\$55.00
	TIRE FEE	\$8.75
	TOTAL	\$37,768.95

Office Use Only

TERMS: 5% DISCOUNT FOR PAYMENT IN 20 DAYS

GOOD TO ORDER

But Miller #994

03-02-2012

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR

SUBJECT: ELECTION OF MAYOR AND MAYOR PRO TEM

DATE: MARCH 12, 2012

BACKGROUND/SUMMARY

This time is set aside for the Council to hold an election for the appointment of Mayor and Mayor Pro Tem for the City of Bishop. Our present procedure is to have such elections on a yearly schedule.

RECOMMENDATION

The normal procedure is for the City Administrator/City Clerk to conduct the election for Mayor. The newly-elected Mayor will then conduct the election for Mayor Pro Tem.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: MODIFICATION TO THE MAYORAL COMMITTEE APPOINTMENTS

DATE: MARCH 12, 2012

Attachments: Mayoral Committee Appointments/Assignments List

BACKGROUND/SUMMARY

Following the reorganization of the Council, the Mayoral Committee Appointments List is reviewed. If modifications are necessary the Mayor can review the appointments and recommend action at this or the next Council meeting.

RECOMMENDATION

If necessary, consider modifications to the Mayoral Committee Appointments and Assignments for 2012 and direct staff to make the appropriate notifications to the committees and agencies.

**BISHOP CITY COUNCIL
COMMITTEE/AGENCY ASSIGNMENTS
2011**

COMMITTEE/AGENCY	MEMBER	General Info
Bishop Airport Task Force	Caldwell, Stottlemyre, Smith	Notice sent when meeting planned
Collaborative Planning Committee	Caldwell Griffiths	10/1/10 3/8/10
Desert Mountain Division Voting Delegate *	Cullen	3/9/09
Desert Mountain Resource Conservation & Development Council	Cullen	3/8/10
ESCOG* Eastern Sierra Council of Governments	Griffiths Cullen Alternate: Stottlemyre	3/9/09 3/12/07 3/14/11
ESTA* Eastern Sierra Transit Authority	Griffiths Stottlemyre	3/12/07 3/9/09
EMS Emergency Medical Services	Smith Alternate: Fire Chief Seguine	3/9/09 3/24/03
IGLCBC* Indian Gaming Local Community Benefit Committee	Cullen Alternate: Stottlemyre	3/14/05 3/9/09
IMAAA Advisory Council Inyo Mono Area Agency on Aging	Ellis Alternate: Smith	3/14/11 3/8/10
IMACA Inyo Mono Association for Community Action	Cullen	3/14/05
Inyo Council for the Arts (This is an Informal Membership)	Smith Alternate: Griffiths Alternate: Cullen	3/9/09 3/12/07 3/14/05
Joint Land Use Studies State of California	Smith Alternate: Ellis	3/9/09 3/14/11
JPIA * Joint Powers Insurance Authority	Stottlemyre Alternates: Griffiths, Cullen, Caldwell	3/9/09
LAFCO * Local Agency Formation Commission	Cullen Griffiths Alternate: Ellis	3/12/07 3/9/09 3/14/11
Liaison Committee City Council and Board of Supervisors	Griffiths Smith Alternate: Stottlemyre	3/10/08 3/14/11 3/14/11
LTC * Local Transportation Commission	Smith Cullen Alternate: Ellis Non-Council Rep: Bob Kimball - No term limit	3/9/09 3/9/09 3/14/11 3/26/01
RAN Remote Access Network	Ellis	3/14/11

*Formal Appointment
Updated: 8/26/11

**COMMITTEES/AGENCIES
REFERENCE LIST**

COMMITTEE/AGENCY	CONTACT PERSON/ADDRESS
<p>DESERT MOUNTAIN RC&D 1525 N. Norma Street, Suite C Ridgecrest, CA 93555 760-446-1974</p> <p>Meetings held Quarterly</p>	<p>Purpose to develop partnerships and projects that enhance economic development and protect the environment, creating a better quality of life for the communities we serve.</p>
<p>E.S.C.O.G. – EASTERN SIERRA COUNCIL OF GOVERNMENTS – Meetings held quarterly. Members: Town of Mammoth Lakes, City of Bishop, County of Inyo, County of Mono</p>	<p>Lead agency changes each year. Meetings held 4 times/year and are coordinated with dates for ESTA meetings.</p>
<p>E.S.T.A. – EASTERN SIERRA TRANSIT AUTHORITY Meetings held monthly (Bishop and Mammoth)</p> <p>Established October 2006 Members on this Board cannot be a member of LTC because of a conflict of interest. FPPC reporting required Send to Committee Secretary</p>	<p>Susan Rottner ESTA Board Clerk P.O. Box 1357 Bishop, CA 93515 Phone: 760-872-1901 Fax: 760-872-0936 E-mail:</p>
<p>E.M.S. Laura Smith, appointed member Fire Chief will attend these meetings.</p>	<p>Department of Public Health Emergency Medical Services Agency 164 W. Hospitality lane, Suite 4A San Bernardino, CA 92415-0060</p> <p>Meetings held on 4th Mondays 6:00 p.m.</p>
<p>I.G.L.C.B.C. – Indian Gaming Local Community Benefit Committee – Meetings held when grant money is available. Established 5/04</p> <p>Membership changed from 3 seats to 1 seat 6/09 1 alternate is alright</p> <p>FPPC reporting required – send to Committee Secretary (Assistant to County Administrator)</p>	<p>County Administrator is the coordinator for the Committee. The purpose of the committee will be to allocate certain funds which are made available to mitigate impacts caused by gaming.</p> <p>County of Inyo Assistant to County Administrator P. O. Drawer N Independence, CA 93526 T: 760/878-0292 F: 760/878-2241 E-mail:</p>
<p>I.M.A.A.A. Advisory Council Inyo County Health & Human Services Inyo Mono Area Agency on Aging 163 May St. Bishop 873-3305</p>	<p>Gina Ellis, Executive Secretary 760-873-3305</p> <p>Meetings held quarterly at 912 N. Main Street</p>

COMMITTEE/AGENCY	CONTACT PERSON/ADDRESS
<p>L.A.F.C.O. 2005 - FPPC reporting required Send to Committee Secretary</p> <p>Commission consists of 5 members – 2 City, 2 County and 1 public.</p>	<p>P.O. Drawer L Independence 878-0263 or 872-2706 This is a paid commission Contact: Dan Stewart, County Planning Coordinator dstewart@inyocounty.us</p>
<p>L.T.C. Meetings held 3rd Wednesday of each month.</p> <p>2007 - FPPC reporting required Send to Committee Secretary</p>	<p>Inyo County Public Works P.O. Drawer L Independence, CA 93526 872-2707 (no reimbursements)</p>
<p>R.A.N. Board</p>	<p>Inyo District Attorney's Office oversees Disbursement of funding for law enforcement agencies in County – meet once a year.</p>