

"SMALL TOWN WITH A BIG BACKYARD"



COUNCIL AGENDA PACKET

FEBRUARY 10, 2014



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

NOTICES TO THE PUBLIC

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

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

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

MONDAY, FEBRUARY 10, 2014
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.

PRESENTATIONS

(1) A presentation of a City of Bishop historic map will be given by Inyo County Clerk-Recorder Kammi Foote.

DEPARTMENT HEAD REPORTS

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

PLANNING AND BUILDING QUARTERLY REPORT – Public Services Officer Gary Schley

COUNTY OF INYO UPDATE – Second District Supervisor Jeff Griffiths

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.

(2)

FOR APPROVAL/FILING

Minutes

- (a) Study Session – January 27, 2014
- (b) Council Meeting – January 27, 2014

FOR INFORMATION/FILING

- Minutes (c) Planning Commission Minutes – September 24, 2013
(d) Water and Sewer Commission Minutes – November 13, 2013
- Reports (e) Public Works Building Permits Report – January 2014
(f) Fire Activity Log – January 2014

PUBLIC HEARINGS / ACTION

- (3) PROPOSITION 218 HEARING FOR WATER AND SEWER FEES – A public hearing will be held to accept public input on the proposed changes to the water and sewer fees.
- (4) WATER AND SEWER FEES – Action to adopt the proposed water and sewer fees – Public Works.
- (5) PROPOSITION 4 – A public hearing will be held to accept public input on the 2012-2013 Proposition 4 Appropriations Limit and Calculations.
- (6) PROPOSITION 4 - Consideration of the final adoption of Article XIII B of the California Constitution (Proposition 4) Appropriations Limit for Fiscal Year 2012-2013 – Administration.

NEW BUSINESS

- (7) ORDINANCE RELATING TO A CHANGE IN TIME OF REGULAR MEETINGS – Council consideration to approve the second reading and adoption of an ordinance amending Section 2.04.020 of Chapter 2.04 City Council of the Bishop Municipal Code, to change the time of regular meetings from seven o'clock p.m. to one o'clock p.m. and Study Sessions for such regular meetings from four o'clock p.m. to ten o'clock a.m. on the second and fourth Mondays of each month – Administration.
- (8) RESOLUTION FOR THE APPLICATION OF GRANT FUNDS FOR THE SUSTAINABLE COMMUNITIES PLANNING GRANT – Consideration to approve a resolution for the application of grant funds for the Sustainable Communities Planning Grant – Administration.
- (9) SALE OF MOBILE HOME AT SUNRISE MOBILE HOME PARK – Consideration to approve the sale of mobile home unit #9 at Sunrise Mobile Home Park – Administration.
- (10) SEWER PLANT PONDS EVALUATION – Consideration to approve the contract with H&S Environmental to evaluate the sewer ponds – Public Works.
- (11) SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) CONTRACT CORRECTION – Consideration to approve corrected not-to-exceed amount for the SCADA contract with Stantec – Public Works.
- (12) FINAL BUDGET FISCAL YEAR 2013-2014 - Council consideration to approve the final budget fiscal year 2013-2014 – Administration/Finance.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

- Wednesday, February 19, 2014 – 2:30 p.m. Council Budget Workshop (8) – Executive Conference Room
- Monday, February 24, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
- Monday, March 10, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
- Thursday, March 20, 2014 – TIME: TBA – Special Council Meeting - Bishop Union High School
- Monday, March 24, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers



CITY OF BISHOP STUDY SESSION AGENDA

Council Chambers - 301 West Line Street - Bishop, California

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MONDAY, FEBRUARY 10, 2014

4:00 p.m.

CALL TO ORDER

ROLL CALL

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

SCHEDULED DISCUSSION

1. Selection of Quarterly Citizen Award to be presented March 10
2. Discuss Housing Element Update – Goals and 5-Year Action Plan
3. Current 7:00 p.m. agenda items
4. Future agenda items
5. Department Head Reports

DISCUSSION

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

CLOSED SESSION

1. PUBLIC EMPLOYMENT – Title: City Administrator

REPORT ON CLOSED SESSION AS REQUIRED BY LAW

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

AGENDA PLANNING FOR UPCOMING MEETINGS

FEBRUARY 10, 2014
STUDY SESSION
DISCUSSION ITEM # 4

WEDNESDAY – FEBRUARY 19, 2014 BUDGET WORKSHOP MEETING

2:30 PM – Executive Conference Room

- Team Building
- Discuss Taxes
- Discuss Information Technology
- CLOSED SESSION: PUBLIC EMPLOYMENT – Title: City Attorney

MONDAY – FEBRUARY 24, 2014 MEETINGS

4:00 PM

- Discuss monitoring of speed on Elm Street – Scott Patterson
- Discuss Financial Statements/Audits for Fiscal Year 2012-2013 –Larry Bain
- CLOSED SESSION – Review City Attorney Request for Proposals received

7:00 PM

- PRESENTATION - Tree City USA - Urban State Regional Forester Abigail Srader
- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- PUBLIC HEARING – Potential Sale of City Property for New Bishop Court House – Administrative Office of the Courts
- Consideration to approve the City of Bishop’s Policy and Guidelines on the use of Electronic Communication Systems – Administration
- Approve Bid for the purchase and installation of a backflow retrofit for City Hall – Community Services
- Financial Statements/Audits for Fiscal Year 2012-2013 – Finance
- Sunrise Mobile Home Park Audit for Fiscal Year 2012-2013 - Finance

TUESDAY – FEBRUARY 25, 2014 PUBLIC HEARING MEETING

6:00 PM

- PUBLIC HEARING – Potential Sale of City Property for New Bishop Court House – Administrative Office of the Courts

MONDAY – MARCH 10, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

2/5/2014 1:22 PM

- PUBLIC HEARING – Environmental Initial Study Negative Declaration 2014 Housing Element Update – Planning
- Determination of Negative Declaration 2014 Housing Element Update – Planning
- PUBLIC HEARING – Environmental Review/Zoning Regulation Amendment to C1 Zone permitted uses – Planning
- Determination of Negative Declaration amending C1 Zone permitted uses – Planning
- PUBLIC HEARING – Proposed Ordinance amending C1 Zone permitted uses -Planning
- Proposed Ordinance – Amending C1 Zone permitted uses - First reading/Introduction
- Consideration to approve City Attorney contract

THURSDAY, MARCH 20, 2014 SPECIAL COUNCIL MEETING

TIME: TBA – Bishop Union High School

MONDAY – MARCH 24, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- PUBLIC HEARING – Consideration of the City of Bishop 2014 Housing Element – Planning
- Adoption of the City of Bishop Final 2014 Housing Element – Planning
- Street Closure for Every 15 Minutes Event at Bishop Union High School – Public Works
- Proposed Ordinance – Amending C1 Zoning permitted uses – Second reading/Adoption

MONDAY – APRIL 14, 2014 MEETINGS

4:00 PM

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7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Public Hearing – Fees and Charges for City Services FY 2014-2015

MONDAY – APRIL 28, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Resolution adopting Fees and Charges for City Services FY 2014-2015

MONDAY – MAY 12, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented June 9

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

2/5/2014 1:22 PM

- Planning and Enforcement Quarterly Report – Planning
- Street Closure for Bishop Union High School Graduation – Public Works

TUESDAY – MAY 27, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JUNE 9, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Vehicle Fuel Supply – (Ends 6/30/14)

MONDAY – JUNE 23, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JULY 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

MONDAY – JULY 28, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – AUGUST 11, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented September 8

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

2/5/2014 1:22 PM

- Planning and Enforcement Quarterly Report – Planning

MONDAY – AUGUST 25, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Waste Disposal Services (Ends 9/9/14)

MONDAY – SEPTEMBER 8, 2014 MEETINGS

4:00 PM

- Discuss and set dates for Budget Hearings

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Request to advertise for bids for Propane Provider (Ends 10/31/14)

MONDAY – SEPTEMBER 22, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

TUESDAY – OCTOBER 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Award bid – Propane Provider (Effective 11/1/2014)

MONDAY – OCTOBER 27, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – NOVEMBER 10, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented December 8

7:00 PM

2/5/2014 1:22 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Enforcement Quarterly Report – Planning
- Adoption of Preliminary 2015-2016 Budget - Finance
- State of the City 2013-2014 – Administration (K.Caldwell)
- Reorganization – Selection of Mayor and Mayor Pro Tem – FOLLOWING 2014 ELECTION
- Review of Mayoral Committee Appointments – FOLLOWING 2014 ELECTION

MONDAY – NOVEMBER 24, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – DECEMBER 8, 2014 MEETINGS

4:00 PM

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7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Resolution declaring the results of the November 4, 2014 election for 2 Council Members and City Treasurer
- Certificates of Election / Oath of Office
- Reorganization – Selection of Mayor and Mayor Pro Tem

MONDAY – DECEMBER 22, 2014 MEETINGS

TYPICALLY CANCELLED

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JANUARY 12, 2015 MEETINGS

4:00 PM

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7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)

MONDAY – JANUARY 26, 2015 MEETINGS

4:00 PM

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7:00 PM

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2/5/2014 1:22 PM

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC
JR

SUBJECT: PRESENTATION -
CITY OF BISHOP HISTORIC MAP

DATE: FEBRUARY 10, 2014

BACKGROUND/SUMMARY

Inyo County Clerk-Recorder Kammi Foote requested that she present to the City of Bishop a copy of a restored City of Bishop map that has been in the County Recorder's office for many years.

RECOMMENDATION

Hear presentation from Inyo County Clerk-Recorder Kammi Foote.

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
JANUARY 27, 2014

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

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

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Lorraine Ray, Assistant Finance Director
Ray Seguine, 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.

Bishop Resident Philip Anaya gave the Council a copy of a letter he wrote regarding the lack of water in South and Sabrina Lakes. He asked that the Council review his letter and to consider sending a letter from the City of Bishop to Southern California Edison and Los Angeles Department of Water and Power regarding this issue. City Administrator Caldwell advised Council that he would draft a letter addressing this issue to be reviewed by Interim City Attorney Tracy and send it to the appropriate parties.

No further public comments were provided.

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

1. Housing Element Update City Administrator Caldwell introduced Public Services Officer Gary Schley to the City Council to discuss the Housing Element Update. After a review of the Housing Element Update given by Mr. Schley, Council asked for a copy of the Goals and 5-Year Action Plan for their further review. Council thanked Mr. Schley for his time and for reviewing the Housing Element Update with them.

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

3. Future agenda items The list of future agenda items was reviewed.

Police Chief Carter asked Council's permission to move the discussion of monitoring the speed on Elm Street from the Study Session Agenda of February 10, 2014 to the Study Session Agenda on February 24, 2014 since he will not be present to attend the February 10, 2014 meeting due to training. Bishop Resident Scott Patterson asked to address Council on the monitoring of speed on Elm Street. After further discussion, Council asked that staff place this item on the February 24, 2014 Regular Meeting Agenda.

4. Department Head
Reports

Reports were given as appropriate.

COUNCIL DISCUSSION

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

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. to the regular meeting scheduled at 7:00 p.m.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
JANUARY 27, 2014

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council to order at 7:01 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 Councilmember Stottlemyre.

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

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, City Attorney
Lorraine Ray, Assistant Finance Director
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Deston Dishon, Public Works Superintendent
Gary Schley, Public Services Officer
Michele Thomas, Public Works Secretary
Waylon Cleland, Parks and Recreation Supervisor
Dan McElroy, Recreation Supervisor

PUBLIC COMMENT The Mayor announced the public comment period.

Bishop Resident Lynn Martin wanted to make a public comment on the proposed Bishop Court House. She asked that some thought be given to providing shade for the parking lots to be designed for the proposed Court House. She gave some examples of planting trees, provide underground parking, or provide solar panels to park under. Council thanked Ms. Martin for her comments.

No further public comments were provided.

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

**CHAMBER OF COMMERCE &
VISITORS BUREAU UPDATE**

Tawni Thomson, Executive Director of the Bishop Chamber of Commerce provided a report on Chamber activities and Visitors Bureau statistics.

**CONSENT CALENDAR
(1)
Motion/Glidewell**

A motion was made by Councilmember Glidewell and passed 5-0 to approve the Consent Calendar as presented:

FOR APPROVAL AND FILING

- (a) Council Budget Workshop (7) – January 10, 2014
- (b) Study Session – January 13, 2014
- (c) Council Meeting – January 13, 2014
- (d) Personnel Status Change Report

FOR INFORMATION/FILING

- (e) Public Works Report –September 2013
- (f) Public Works Report – October 2013
- (g) Public Works Report – November 2013
- (h) Public Works Report – December 2013
- (i) Water & Sewer Commission Meeting Agenda –1/14/14
- (j) Planning Commission Meeting Agenda – 1/28/14

OLD BUSINESS

**RESOLUTION TO ESTABLISH
SUPPORT FOR SENATE BILL
405 (PADILLA) TO PHASE
OUT SINGLE-USE PLASTIC
BAGS IN CALIFORNIA
(2)
No Action Taken**

City Administrator Caldwell announced that there has been a revision to Senate Bill 405. After a brief discussion, Councilmember Stottlemire asked that this item be tabled until this Senate Bill is solidified in order to be clear on their future discussions and decisions on the proposed resolution.

The following people were present to make comment on this item:

Mr. Jerry Gabriel addressed Council on this item. He shared his thoughts on why he felt it was a good idea to keep plastic bags available to the public. He does not like the idea of “government” telling him how to shop for his groceries and he did not feel that these plastic bags are “single-use” bags at all, since he uses such bags more than once.

Ms. Lynn Martin addressed Council on this item. She shared her thoughts on “single-use bags.” She felt the bags provided by VONS are very thin and do not last for more than one use versus other stores in Bishop that provide a stronger plastic bag that can be used for more than one use.

After hearing from the public, Mayor Ellis asked that this item be brought back at a future meeting. No action taken.

PUBLIC HEARING

**PROPOSED ORDINANCE
RELATING TO A CHANGE IN
TIME OF REGULAR
MEETINGS**

(3)

Motion/Stottlemyre

Mayor Ellis opened the public hearing to give members of the public an opportunity to make comments on the proposed ordinance relating to a change in time of regular meetings.

No public comments were provided.

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

NEW BUSINESS

**PROPOSED ORDINANCE
RELATING TO A CHANGE IN
TIME OF REGULAR
MEETINGS**

(4)

Motion/Gardner

Councilmember Gardner made a motion to approve the first reading/introduction of the proposed ordinance relating to a change in time of regular meetings by title only. Motion passed 4-1.

**RESOLUTION TO ESTABLISH
THE CITY OF BISHOP AS A
HEALTHY EATING ACTIVE
LIVING (HEAL) CITY**

(5)

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to approve the proposed HEAL Resolution by title only. Motion passed 5-0.

**MAMMOTH LAKES
HOUSING, INC. CONSULTING
AGREEMENT**

(6)

Motion/Smith

Councilmember Smith made a motion to approve the agreement with Mammoth Lakes Housing, Inc. for state required monitoring and semi-annual reporting for a cost not to exceed \$2,550 annually and to authorize the City Administrator to execute. Motion passed 5-0.

**WAIVE HIRING FREEZE TO
HIRE RESERVE OFFICERS**

(7)

Motion/Smith

Councilmember Smith made a motion to waive the hiring freeze to appoint two qualified candidates to the position of Police Reserve Officer, Level II. Motion passed 5-0.

**REPAIR PUBLIC WORKS
DEPARTMENT FORD 550
TRUCK**

(8)

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to approve the repair of the Ford 550 Truck to Britt's Diesel at an amount not to exceed \$4,047.61. Motion passed 5-0.

**BUDGET
ADJUSTMENTS/TRANSFERS**

(9)

Motion/Glidewell

Councilmember Glidewell made a motion to approve the budget adjustments and transfers for Fiscal Year 2013-2014 through December 31, 2013 as presented. Motion passed 5-0.

FINAL BUDGET FISCAL
YEAR 2013-2014
(10)
No Action Taken

Council asked staff to table this item and to place it on the February 10, 2014 Regular meeting agenda in order to give Council more time to review. No action taken.

FINANCIAL
STATEMENT/AUDITS FOR
FISCAL YEAR 2012-2013
(11)
No Action Taken

Council asked staff to table this item and to place it on the February 10, 2014 Regular meeting agenda in order to give Council more time to review and discuss with Auditor Larry Bain. No action taken.

SUNRISE MOBILE HOME
PARK AUDIT FOR FISCAL
YEAR 2012-2013
(12)
No Action Taken

Council asked staff to table this item and to place it on the February 10, 2014 Regular meeting agenda in order to give Council more time to review and discuss with Auditor Larry Bain. No action taken.

PRESENTATIONS

COUNCIL PRESENTATIONS -
CHERYL SOLESBEE
(13)

Assistant Finance Director Cheryl Solesbee was presented with a city tile, a city coin, a city watch, and a bouquet of flowers in recognition of her many years of public service to the City of Bishop.

COUNCIL REPORTS

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

ADJOURNMENT

The Mayor adjourned the meeting at 8:36 p.m. to the Study Session scheduled for Monday, February 10, 2014 at 4:00 p.m. in the City Council Chambers.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

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

September 24, 2013

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Malloy.

COMMISSIONERS PRESENT:

Huntley, Lowthorp, Heckman, Garcia, and Malloy

COMMISSIONERS ABSENT:

Bhakta

OTHERS PRESENT:

Gary Schley, Public Services Officer
Keith Caldwell, City Administrator / Planning Director
Peter Tracy, City Attorney
Michele Thomas, Secretary
Tom Hardy, Inyo County District Attorney

PUBLIC COMMENT

Chairman Malloy asked if anyone wished to speak on a subject not calendared on the agenda.

Commissioner Hardy thanked the commission and staff for the experience of serving on the Planning Commission. He was recently hired as Inyo County District Attorney. Due to possible conflict of interest, Hardy has resigned from the Planning Commission effective immediately.

Caldwell thanked Hardy for his years of service.

CORRESPONDENCE

None

(1) APPROVAL OF MINUTES

MOTION

Commissioner Huntley moved to approve the minutes of the August 27, 2013 meeting as written.

Ayes: Huntley, Lowthorp, Garcia, Heckman, and Malloy

MOTION CARRIED 5-0

NEW BUSINESS

- (2) Bishop 2014 – 2019 Housing Element Update Presentation by Sandra Bauer of Bauer Environmental Services.

Sandra Bauer explained that the goal of tonight's presentation is to review with the commission the progress on the draft 2014-2019 Housing Element preparation. Also to discuss and review accomplishments in meeting goals from the current 2009-2014 Housing Element. Bauer would like to receive input from the commission and any public tonight to make any revisions before the document is sent to HCD.

Work began on the 2014 Housing Element during April 2013. State legislation requires that the update be completed by August 2014 and we are currently on schedule. Any feedback from the commission and the public this evening will be followed by refinements as needed before submittal. It is planned to send the draft Housing Element to HCD for initial review this fall.

In terms of meeting the goals of the 2009-2014 Housing Element, there has been 1 new unit constructed and 56 units rehabilitated so far. The State allows a 1:4 credit ratio for rehab units which gave us a credit for 14 housing units through rehabilitation. RHNA allocated a total of 110 newly constructed housing units in the different categories for Bishop. To date, trends for the current year indicate that the City will receive at least as many credits as in previous years, if not more for 2013 and 2014. This should enable Bishop to fully or near-fully meet the RHNA for the Low and Moderate income categories, and get closer to meeting the need in the Very Low and Above Moderate categories.

For the coming 5 year period, HCD has recognized that cities and counties have faced some unusual obstacles. The 2014-2019 RHNA incorporated a 1-time adjustment to account for the long recession, widespread foreclosures, and high unemployment. Instead of having a need for 110 units, Bishop's needs will be 65 new units, a 40% drop overall.

Each housing plan has an action plan. The Draft Action Plan outlines a total of 14 objectives. Most are goals and programs of prior years, but the current draft also contains several new: expanded mixed use residential area, expanded mixed use concept for Warren Street Improvements Project, consider Whitney Alley for mixed use, City of Los Angeles lands, and economic element update. Bauer would appreciate any feedback from the commission. These new action items relate to a new opportunity the city has in examining the Housing Element through a grant of \$100,000 that the city recently received for an Economic Development Update.

Lowthorp asked if there would be any negative ramifications for not meeting the required numbers. Bauer said that we have never met the required numbers. She added that HCD understands that there are some unique conditions in certain areas and are mostly asking for a good faith effort. Bauer shared that in addition to the grant awarded to the City of Bishop for the Economic Development Update, IMACA was awarded a million dollar grant to begin the refurbishing of the Valley Apartments. And the city is also getting an appraisal on the Silver Peaks project. With these projects, there could be real progress for the 2014-2019 update. Lowthorp then asked if there has been any movement from LADWP on land where Silver Peaks

is proposed to be built. Caldwell said that the Silver Peaks project, which is proposed to include 72-91 residential building units, is for low income residents. It will be built on the vacant land adjacent to Sunrise Mobile Home Park. DWP has surveyed the land, gave the city the approval to appraise the property, and the city is currently in the process. Caldwell explained that one of the downfalls of not meeting HCD's standards is the inability to receive grants from the state. With our housing element and good faith efforts in place, the city was able to receive the last grant. If the Valley Apartments project goes through with 19 re-build units, we would meet our goal of 15 units in the Low Income Group.

Schley pointed out that in our existing Housing Element the city has put forth effort in complying with a lot of our goals in the past four years. A few of the efforts completed from the 2009 Housing Element were the Emergency Shelter Overlay Zone and Transitional and Supportive Housing as well as Reasonable Accommodations.

Chairman Malloy asked for comments from the commission regarding the expanded mixed use zone action plan. Lowthorp commented that he feels Bishop doesn't have any formal zoning but with mixed areas throughout the city limits. Schley commented that Bishop doesn't have much buildable space. Mixed use areas would help provide housing in an obscure way. Lowthorp commented about the expanded mixed use concept for Warren Street. Lowthorp only sees the possibility of building up because of no empty space. Bauer explained that the action plan is for the commission's consideration and does not have to be completed. If having a mixed housing area in the downtown range points to value, we may want to consider the opportunity.

Garcia asked if the city has any incentives for homeowners to do upgrades and improvements to their property. Schley said that the city does not offer incentives for building improvements only water saving incentives are offered. Caldwell added that this past year, the Clean Air group had a grant for wood stove replacements. Many of our unit rehabilitations were due to owners taking advantage of the program.

Heckman brought up the idea of mixed uses on East and West Line Streets since there are already various commercial businesses and residential properties existing. Bauer agreed that it would be very logical to look at those areas and consider.

Huntley asked what happens if a residential property converts into a professional property. Schley stated that it would need to be reported and it would count as a negative for our numbers of new construction. Schley added that he only knows of this happening one time in the past 10 years. Huntley also questioned the vacant property off of Hanby and if the city could purchase the land. Tracy explained that it is a huge difficult process with the county dealing with annexing and taxes.

Huntley stated that he is opposed to the mixed use zones and wants each zone to be in their own area. Lowthorp and Malloy are opposed as well. Bauer said that the mixed use ideas can be taken out of the action plan. Schley asked if a mixed use could be put into undeveloped areas so they could be developed and improved properly. Bauer said that is a possibility although we can remove this from the action items without any issues. Bauer suggested the commission wait to hear feedback from HCD for comments regarding the proposed 2014-2019 Draft Housing Element with the mixed use concept ideas for Warren Street and Whitney Alley removed. And if necessary, we can come back and reconsider. Malloy stated that his inclination is to be guided by Bauer and staff as to what should be included in the draft and once comments come back from HCD there will be plenty of opportunity for more revision. Bauer asked the commission if the mixed use areas did not specify Warren Street and Whitney Alley and was more of a general area would they be more comfortable. Huntley said he would prefer that idea. Malloy believes it would be a good middle as long as it would still meet pursuing goals. Hardy suggested that Warren Street could be a good opportunity but is skeptical about Whitney Alley. Lowthorp added that Whitney Alley is a very small condensed area that can be dangerous if residential were

added. But adding mixed uses to the north end of Warren Street may be workable. Lowthorp said that he would be comfortable leaving Warren Street but removing Whitney Alley and the other commissioners agreed. Garcia suggested making the language more generalized.

Heckman asked what the timing is for HCD to review our update. Bauer didn't specify a time limit but said that HCD usually comes back with their comments the following summer. Bauer said in addition, that at anytime, updates that come available can be provided to the commission throughout the year until we hear back from HCD.

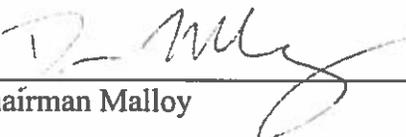
Bauer thanked the commission and staff for the opportunity to work together on this project.

STAFF AND COMMISSION REPORTS:

Caldwell again shared that Tom Hardy has resigned his post as a commissioner. Staff will be moving forward with advertising his position. Caldwell asked if any commissioners would be willing to volunteer to be part of the interview panel when we do interviews for the commission opening. Heckman volunteered and other all commissioners said they may be willing and to just let them know when the interviews are planned to take place. Thomas said she would put out an email when the dates have been decided.

ADJOURNMENT:

Chairman Malloy adjourned the meeting at 8:07 P.M. The next scheduled meeting will be October 29, 2013 at 7:00 P.M. in the City Council Chambers.


Chairman Malloy


Michele Thomas, Secretary



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377 West Line Street - Bishop, California 93514
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Minutes

Water and Sewer Commission

13 November 2013

(1) Call to Order

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

(2) Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Pecsí.

(3) Roll Call

Commissioners Present:

Cross, Martin, Mathieu and Pecsí

Commissioners Absent:

Bhakta

Others Present:

David Grah, Public Works Director

Deston Dishion, Public Works Superintendent

Michele Thomas, Public Works Secretary

Kate Nelson, Sustainable Resource Engineering, Rate Study Consultant

(4) Public Comment

Glenn Arndal, property owner at 257 East Elm Street, wanted to make sure the city is billing accounts properly. Thomas explained that in 2008, each commercial account was audited to verify they were charged correctly; for example, by the correct number of toilets, hotel rooms, or seats. Dishion stated that in 2002 or 2003 there was a similar audit for residential properties. Arndal explained that there are rumors that some accounts are not being charged correctly. Mathieu asked Arndal if the rumors he may be referring to are regarding certain property owners who have not paid their water sewer bills and the accounts are now delinquent. Mathieu added that in the past, liens would be placed on delinquent accounts but recently this issue has been resolved. Thomas explained that the city now shuts off residential properties that are delinquent and does not have to lien properties anymore. Arndal stated that he feels better knowing the audits have been done and that the rumor of accounts not paying has been resolved. It was suggested that the city may want to consider in the near future doing audits again for all accounts.

(5) Approval of the Minutes

Vice Chairman Cross moved to approve the minutes of the 10 September 2013 meeting as written and motion carried.

(6) Correspondence

Mike Johnston of 667 Schley Street emailed Public Works asking the city to consider charging residential properties by bedroom count. Johnston feels this would be a more equal rate structure because it reflects how many occupants could live at a home and use water. Martin commented that water and sewer fees are for providing service not for usage.

The Bishop Lions Club sent in a request asking the city to reconsider fairness for the Boy Scouts building at 420 West Line Street. The Lions Club pays the water and sewer for the Boy Scouts. The Lions Club states the building is used about 4-5 times a month for only a couple hours each time. At the May commission meeting this year, Ken Lloyd of the Lions Club spoke to the commission asking for a discount for this property. At the September commission meeting, it was said that these sorts of requests could be considered on their own merit. Grah added that if any sort of discounts were to be given, they could be considered gifts of public funds and should be taken to council for approval and possibly the city attorney. Pecsí asked if there are other discounts offered currently. Thomas stated that there is a low income senior discount that the General Fund must offset. The commission agreed it may be best to deal with these sorts of requests on a case-by-case basis. Pecsí suggested this topic be put on the next council budget retreat agenda and to get some input from the council as well.

Pecsí asked Grah to respond to Mr. Johnston and Bishop Lions Club regarding their letters the city received. Grah stated he would respond to the first one and tentatively to the second.

(7) Rate Study

Pecsí explained that he asked Grah to prepare a spreadsheet showing yearly costs for each category. Pecsí is wondering if this spreadsheet should be included in the rate study report to give a better overview of how much the increase will be each year. Pecsí added that another column could be added to show the 5% discount for those who pay for the year in July.

Since Pecsí was absent at the last meeting, Pecsí asked Cross if he is satisfied that the issues brought up at the September meeting have been addressed. Cross believes everything has been resolved from the last meeting and he added that there has not been any additional public comment. Martin and Mathieu stated they too feel comfortable with everything being resolved. Pecsí asked Thomas if the issues she brought up at the last meeting have been responded to and she stated they have been.

Martin asked Grah if there is a preliminary budget for the 2014-2015, does it reflect the new proposed rates, and are the costs of both systems covered. Grah said yes and in addition explained that the new rates were developed by taking the total cost for water and sewer of upcoming budgets and dividing by EDUs. Both water and sewer will remain healthy if we move forward with these rates.

Pecsí asked how the 5% discount for paying yearly was initially established. Grah believes it has been in place for a long time. It is also in the municipal code. When accounts are paid yearly, it saves a lot of staff time each month by not having to send out and input as many bills and payments. Pecsí would like to know what the commission thinks about increasing the discount amount to 7% to help offset the average 2% yearly rate increases from 2014-2018 if account holders take advantage of the discount. Nelson commented that if there is an increase of more

bill payers taking advantage of the discount, the rates may need to be adjusted because the revenue would be lower each year. Peci asked what the percentage of accounts pay annually. Thomas said that approximately 40% are paid yearly. Martin added that if more accounts are paid yearly by increasing the discount, there could be an impact with revenues. Peci said that he thinks the council is going to receive a lot of grief from the public with any rate increases. Grah and Thomas brought up that from the last public meeting and with the last public notice sent out the city has not had much of any negative comments received.

Martin has a concern to whether the 2% approximate rate increases each year will be enough to cover increases to operating costs. Martin added that he wouldn't want to have a dramatic rate increase the sixth year because our expenditures increase more than anticipated. Grah said that the city and the commission would not have to wait the five years of the rate study to make adjustments to the rates if costs increase or even decrease. Grah also said that Nelson believes our cost will be increasing between 3% - 5%, which is more than they have been in recent years. The 2% rate increase seemed to be a happy medium between no increase and Nelson's suggested percentage.

Grah ended the discussion by going over his key bullet points from his memo.

Peci made a motion that the commission has reviewed the information, looked at the technical memorandum, recommended escalation strategy, reviewed the draft public hearing notice and policy of not charging municipal customers, discussed the strategy for responding to requests for relief from fees from customers, and have asked Cross to represent the commission at the 25 November City Council meeting and present the recommendations as stated here tonight.

Motion Approved: 4-0

(8) Meter Readings

Meters are for informational use only.

(9) Cash balances and revenue and expenditures update

Grah mentioned that the sewer capital expenditures were due to the Sludge Transfer project. The balance will begin to increase as we save up for the Trunk Line Project projected at \$720,000.00. We continue discussion with Eastern Sierra Community Sewer District, who has interested in the Trunk Line Project, and it is hopeful they may be contributing to the project. There have been substantial capital expenditures in water that are related to the Positive Pressure Improvements Project. The tank is now built and waiting to be painted and sanitized before being put into place.

(10) Staff and Commission reports

Peci commented that he noticed Schat's Bakkerly has been doing work on their grease trap. Peci also brought up from the previous meeting regarding Cross' recommendation to give restaurant owners 60-90 days to comply with grease trap repairs. Peci asked staff what the status was with developing an ordinance. Dishion explained that we are able to work with current fees already established in our fee schedule for actual time. Dishion added that Las Palmas has put in a new interceptor, Schat's is in the process, and Jack's has stated they will be putting in an additional one. There is only one business left that still needs to comply. Thomas also stated that staff has discussed sending out a courtesy notice to all restaurants to let them

know about the fees for not complying. Pecsí would like staff to move forward with any restaurants that have known issues that have not made progress to fix the problem.

Pecsí asked if the Ford dealership got involved with the Wye Road Construction project to have their sewer line built. Grah stated they have been and still are connected to the City's sewer line.

Dishion added from Grah's earlier comment that the tank is welded together and ready to go after it gets painted. Sludge Automation on SCADA is complete. We have received more parts for the Headworks project.

Dishion shared that staff has been working to develop joint coordination-cooperative meetings with Eastern Sierra Community Service District. There is now a consultant working with both of us. At a meeting last week with the District and the consultant, three ideas were discussed, one being inter-connection. Second was regarding Nitrates, and third regarding irrigating pastures.

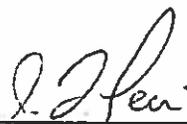
Pecsí thanked Nelson and staff for all the work completed on the rate study.

Items to be Discussed at the Meeting of 14 January 2014:

- Rate Study
- Meter readings
- Public Works reports for September, October, November, December
- Cash balance and revenue and expenditures update on water and sewer reserves

(12) Adjournment

Chairman Pecsí adjourned the meeting at 8:17 P.M. The next regularly scheduled meeting will be Tuesday, 14 January 2014 at 7:00 P.M. in the City Council Chambers.



Joe Pecsí, Chairman



Michele Thomas, Secretary



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Department of Public Works Building Permits Issued 1/2014

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
1/29/2014	John Cocherell 621 W. Line St. Jarvis Construction	tenant improvements	\$850.00	\$0.50	\$1.00
1/21/2014	VBB LLC 1030 N. Main St. Bishop Heating & Air Cond. Inc	water heater	\$7,000.00		
1/2/2014	Shanna White 281 D South Street	sign	\$500.00	\$0.50	\$1.00
Commercial Totals			\$8,350.00	\$1.00	\$2.00
Residential					
1/27/2014	Bruce Willey 563 Grove Street	master bedroom addition	\$25,000.00	\$2.50	\$1.00
1/23/2014	Bill & Lisa Yeager 750 W. Pine St Allen's Construction	re roof	\$3,000.00	\$0.50	\$1.00
1/3/2014	Craig Clark 237 Grove Street	bathroom remodel	\$3,500.00	\$1.00	\$1.00
Residential Totals			\$31,500.00	\$4.00	\$3.00

**BISHOP FIRE DEPARTMENT
ACTIVITY LOG**

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January, 2014

DATE	RunID #	ACTIVITY	City	District	Contract	Other
3-Jan	14-0301001	Outside Trash Receptacle, Front 425 N. Main Mac's Sporting	17			
3-Jan	14-0301002	Good Intent, Hot Brakes, Highway 395 at Pine Creek Road				*
5-Jan	14-0501003	Flue Fire, 2930 Mesquite Road		16		
5-Jan	14-0501004	EMS Assist, 2274 Darby Ave		16		
5-Jan	14-0501005	Good Intent, HazMat Invest, No HazMat, AmeriGas Cashbaugh		18		
8-Jan		Work Night	13	14		
10-Jan	14-1001006	Good Intent, Hot Brakes, Highway 395 at Pine Creek Road				*
11-Jan	14-1101007	Vehicle into a Ditch, Front of 122 Desiderata Drive		18		
11-Jan	14-1101008	Over Heated Motor, 324 Willow St. Unit 6	26			
14-Jan	14-1401009	HazMat Investigation, No HazMat, 1100 West Line		18		
14-Jan		Training/Classroom, HazMat Refresher	13	13		
15-Jan	14-1501010	Good Intent, Smoke Scare, 2303 Loch Lomond Ave.		22		
15-Jan	14-1501011	Brush Fire, Indian Trail East of See Vee Lane			22	
15-Jan		Departmental Meeting	16	17		
16-Jan	14-1601012	Rescue, Canal, Collins Road				18
17-Jan	14-1701013	Fire Alarm Activation, False, 800 W. Pine, Elementary School	18			
17-Jan	14-1701014	Good Intent, Wrong Location Cancelled				18
20-Jan		Inspection, 13D System 240 Mt Tom Road			*	
20-Jan	14-2001015	Dumpster Fire, 1500 Matlick Ln. Glenwood Mobile Home Park		16		
20-Jan	14-2001016	Good Intent, Authorized Burning, 453 Sierra Street	*			
22-Jan		Work Night	13	12		
24-Jan		Inspection Astorga			*	
25-Jan	14-2501017	Good Intent, Odor of Propane, 771 N Main. Space 37	20			
28-Jan	14-2801018	Electrical Problem, 595 W. Line St. US Post Office	14			
29-Jan	14-2901019	Good Intent, Detector Malfunction, 475 E South Street	*			
31-Jan	14-3101020	Good Intent, No Incident on Arrival W. Line at S Warren St.	19			

20

Total Responding Personnel

City	169
District	202
Contract	22
Other	36

Totals Calls

8
7
1
4
<hr/> 20

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: PUBLIC HEARING – PROPOSITION 218 HEARING
WATER AND SEWER FEES

DATE: FEBRUARY 10, 2014

BACKGROUND/SUMMARY

Pursuant to the requirements of Proposition 218, a public hearing will be held to hear and consider public comment and/or protests on the proposed City of Bishop's Water and Sewer fee adjustments.

RECOMMENDATION

Hold the public hearing.

INFORMATION UNDER PUBLIC HEARINGS/ACTION ITEM NO. 4

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC* *OP*

SUBJECT: ADOPTION OF PROPOSED WATER AND SEWER FEES

DATE: FEBRUARY 10, 2014

ATTACHEMENTS:

- Staff Memo
- Public Hearing Notice
- Two (2) Protests received as of January 30, 2014

BACKGROUND/SUMMARY

The City of Bishop proposes to change its water and sewer fees starting July 2014 and continuing through June 2019. The fee changes are to fund operating and maintenance costs, make repairs to the city's infrastructure, comply with mandated health and environmental requirements, and improve fairness.

The proposed water and sewer fee adjustments were reviewed and recommended by the City Water and Sewer Commission, City staff, and hired consultants and are attached for your consideration.

RECOMMENDATION

Council consideration to adopt the proposed Water and Sewer Fees.



To: Keith Caldwell, City Administrator *KSC*
From: David Grah, Director of Public Works *DG*
Subject: Water and Sewer Fee Hearing and Adoption
Date: 30 January 2014
Previous: 7 May 2012, 19 November 2012, 15 May 2013, 18 November 2013,
2 December 2013

General:

A public hearing to consider adjustments to water and sewer fees is scheduled for the 10 February 2014 City Council meeting. Following the hearing the City Council will have the opportunity to consider the adoption of the adjusted fees.

Background:

At its regular meeting 9 December 2013, the City Council approved notices of the proposed fees and the 10 February public hearing. The notices reflected the fee recommendations of the Water and Sewer Commission and of city and consultant staff. A notice is attached.

Water and sewer fee changes are subject to Proposition 218. Proposition 218 requires that a public hearing on the fees be held and that property owners affected by fee changes be notified of the hearing 45 days in advance. In early December notices were mailed to about 1,110 property owners and water and sewer account holders representing about 1,187 parcels in the city.

Hearings such as this one and that are required by Proposition 218, are sometimes called "protest hearings". They get this name because a purpose of the hearings is to hear and receive protests from property owners affected by fee changes. If more than 50% of the properties in the city protest fee adjustments, the adjustments can not be made. The two attached protests have been received so far at the time this memo is written.

Recommendations:

- Hold the Public Hearing
- Adopt the proposed Water and Sewer fees



*Small Town with a
Big Backyard!*

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City of Bishop

Notice of Proposed Water and Sewer Fee Changes and Public Hearing

Proposed Water and Sewer Fees:

The City of Bishop proposes to change its water and sewer fees starting in July 2014 and continuing through June 2019. Fee changes are to fund operating and maintenance costs, pay for critical repairs and replacements to the city's infrastructure, comply with mandated health and environmental requirements, and improve fairness.

The proposed water and sewer fees are shown on the back of this page and reflect changes to customer categories and annual increases for inflation.

Public Hearing:

Before taking action on the proposed fees, the City Council will hold a public hearing on February 10, 2014 at 7:00 pm, or as soon thereafter as the matter may be heard, in the City Council chambers, 301 West Line Street. Upon conclusion of the hearing, the Council will consider adoption of the proposed fees. If written protests against the proposed fees are submitted by a majority of affected parcels, the City will not approve the proposed fees.

Your Rights Under Proposition 218:

You may file a written protest against the proposed fee changes with the City Clerk at or before close of the Public Hearing on February 10, 2014. Only one protest will be counted per parcel and each protest must be in writing. The protest must be received by the time of the hearing. Postmarks do not count.

A written protest must:

- identify the affected parcel number or address
- identify the person signing the protest as property owner or tenant and
- include an original signature with the date of signature.

A protest by a trust must be signed by the Trustee. Protests by corporations, partnerships or similar entities must be signed by a person authorized to execute documents on behalf of the entity. Protests may be submitted at the public hearing or prior to the hearing by mail or hand delivery to the City Clerk at 377 West Line Street. Emails will not be accepted.

Questions:

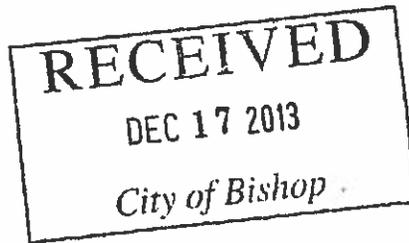
If you have questions about the proposed water and sewer fees, please contact David Grah, Public Works Director at 760-873-8458 or at publicworks@ca-bishop.us.

Proposed Water Fees:

User Category	Basis	Monthly Fee					
		Current	Proposed				
		July 2013	July 2014	July 2015	July 2016	July 2017	July 2018
Single Family Residence	Each	\$ 34.00	\$ 34.00	\$ 35.00	\$ 36.00	\$ 36.00	\$ 37.00
Multiple Family Residence (detached)	Unit	\$ 27.20	\$ 25.50	\$ 26.25	\$ 27.00	\$ 27.00	\$ 27.75
Multiple Family Residence (attached)	Unit	\$ 27.20	\$ 23.80	\$ 24.50	\$ 25.20	\$ 25.20	\$ 25.90
Church	Each	\$ 34.00	\$ 34.00	\$ 35.00	\$ 36.00	\$ 36.00	\$ 37.00
Hall	Each	\$ 34.00	\$ 34.00	\$ 35.00	\$ 36.00	\$ 36.00	\$ 37.00
Hospital	Bed	\$ 11.33	\$ 11.90	\$ 12.25	\$ 12.60	\$ 12.60	\$ 12.95
School	Student	\$ 1.36	\$ 1.36	\$ 1.40	\$ 1.44	\$ 1.44	\$ 1.48
Fairgrounds	Each	\$ 238.00	\$ 170.00	\$ 175.00	\$ 180.00	\$ 180.00	\$ 185.00
Gas Station	Island	\$ 13.60	\$ 13.60	\$ 14.00	\$ 14.40	\$ 14.40	\$ 14.80
Car Wash	Stall	\$ 102.00	\$ 102.00	\$ 105.00	\$ 108.00	\$ 108.00	\$ 111.00
Beauty or Barber Shop	Each	\$ 34.00	\$ 34.00	\$ 35.00	\$ 36.00	\$ 36.00	\$ 37.00
Restaurant	Seat	\$ 3.40	\$ 3.40	\$ 3.50	\$ 3.60	\$ 3.60	\$ 3.70
Bar	Seat	\$ 2.72	\$ 2.72	\$ 2.80	\$ 2.88	\$ 2.88	\$ 2.96
Hotel Room	Each	\$ 8.50	\$ 8.50	\$ 8.75	\$ 9.00	\$ 9.00	\$ 9.25
Laundry and Laundromat	Washer	\$ 27.20	\$ 23.80	\$ 24.50	\$ 25.20	\$ 25.20	\$ 25.90
Trailer Dump Facility	Each	\$ 68.00	\$ 68.00	\$ 70.00	\$ 72.00	\$ 72.00	\$ 74.00
General Commercial	Toilet	\$ 34.00	\$ 32.30	\$ 33.25	\$ 34.20	\$ 34.20	\$ 35.15
Brewery (with pretreatment)	1KBb/Yr	-	\$ 6.80	\$ 7.00	\$ 7.20	\$ 7.20	\$ 7.40
Irrigation	Acre	-	\$ 10.20	\$ 10.50	\$ 10.80	\$ 10.80	\$ 11.10
Other	Case by case	-	\$ -	\$ -	\$ -	\$ -	\$ -

Proposed Sewer Fees:

User Category	Basis	Monthly Fee					
		Current	Proposed				
		July 2013	July 2014	July 2015	July 2016	July 2017	July 2018
Single Family Residence	Each	\$ 29.30	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00
Multiple Family Residence (detached)	Unit	\$ 23.44	\$ 22.50	\$ 22.50	\$ 23.25	\$ 24.00	\$ 24.00
Multiple Family Residence (attached)	Unit	\$ 23.44	\$ 21.00	\$ 21.00	\$ 21.70	\$ 22.40	\$ 22.40
Church	Each	\$ 28.24	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00
Hall	Each	\$ 28.24	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00
Hospital	Bed	\$ 9.77	\$ 10.50	\$ 10.50	\$ 10.85	\$ 11.20	\$ 11.20
School	Student	\$ 1.05	\$ 1.20	\$ 1.20	\$ 1.24	\$ 1.28	\$ 1.28
Fairgrounds	Each	\$ 197.68	\$ 210.00	\$ 210.00	\$ 217.00	\$ 224.00	\$ 224.00
Gas Station	Island	\$ 55.67	\$ 12.00	\$ 12.00	\$ 12.40	\$ 12.80	\$ 12.80
Car Wash	Stall	\$ 64.97	\$ 90.00	\$ 90.00	\$ 93.00	\$ 96.00	\$ 96.00
Beauty or Barber Shop	Each	\$ 29.30	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00
Restaurant	Seat	\$ 2.93	\$ 3.00	\$ 3.00	\$ 3.10	\$ 3.20	\$ 3.20
Bar	Seat	\$ 2.34	\$ 2.40	\$ 2.40	\$ 2.48	\$ 2.56	\$ 2.56
Hotel Room	Each	\$ 14.06	\$ 7.50	\$ 7.50	\$ 7.75	\$ 8.00	\$ 8.00
Laundry and Laundromat	Washer	\$ 21.74	\$ 21.00	\$ 21.00	\$ 21.70	\$ 22.40	\$ 22.40
Trailer Dump Facility	Each	\$ 58.60	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00
General Commercial	Toilet	\$ 29.30	\$ 28.50	\$ 28.50	\$ 29.45	\$ 30.40	\$ 30.40
Brewery (with pretreatment)	1KBb/Yr	-	\$ 6.00	\$ 6.00	\$ 6.20	\$ 6.40	\$ 6.40
Irrigation	Acre	-	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Case by case	-	\$ -	\$ -	\$ -	\$ -	\$ -



380 Clarke Street
Bishop, CA 93514
Lot 3 in Block JE

December 17, 2013

City of Bishop
377 West Line Street
Bishop, CA 93514

Attention: City Clerk

Protest Against the Proposed Water and Sewer Fee Changes

I, Damon Cherenzia, as the property owner at 380 Clarke Street protest against the proposed fee changes.

In these harsh economic times, we the public are getting squeezed out of every penny we make. Our incomes are stagnant while costs of everything are being raised all around us. It is not reasonable to propose another raise on our fixed expenses at this time.

Thank you for your consideration on this matter.

Sincerely,

 12/17/13
Damon L. Cherenzia

For the record we
protest any change in
the charges for fees on
our sewer and water

Carol Nichols

Richard H. Nichols

Jan 9, 2014

RECEIVED

JAN 09 2014

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City of Bishop .

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC (PP)

SUBJECT: PUBLIC HEARING – 2012-2013 CALIFORNIA CONSTITUTION ARTICLE XIII B
(PROPOSITION 4) APPROPRIATIONS LIMIT AND CALCULATIONS

DATE: FEBRUARY 10, 2014

BACKGROUND/SUMMARY

At the January 13th meeting, Council set the schedule for the review and adoption of the 2012-2013 Proposition 4 Appropriations Limit. Public notice has been given for the initial public review period of January 14 – February 10, 2014. Copies of the report were available for review at City Hall and the Bishop Library.

The purpose of this scheduled public hearing is to accept public input on the City of Bishop's 2012-2013 Proposition 4 Appropriations Limit and Calculations.

The final adoption of the appropriations limit is scheduled on the agenda under Public Hearings/Action.

RECOMMENDATION

Hold the public hearing.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: FINAL PROPOSITION 4 FIGURES – APPROPRIATIONS LIMIT 2012-2013

DATE: FEBRUARY 10, 2014

ATTACHMENTS:

- Proposition 4 Calculations – June 30, 2013

BACKGROUND/SUMMARY

Article XIII B of the California Constitution requires the preparation of an "appropriation limit" for governmental entities. Due to changes in the law and unanticipated changes in the economic environment which set up the parameters for "Proceeds of Taxes", staff has an independent accountant's report prepared to finalize the City of Bishop's actual appropriations. A copy of this report and calculations are provided for Council review.

The report confirms compliance with Article XIII B of the California Constitution by the City of Bishop. The City's appropriations subject to limit for 2012-2013 was \$5,514,490. Our calculated actual limit was \$7,240,727. The City of Bishop was under the statutory limit by \$1,726,237 for fiscal year ended June 30, 2013.

RECOMMENDATION

Accept and adopt the report prepared by Larry Bain, CPA relating to the City of Bishop's Proposition 4 Appropriations Limit for the 2012-2013 fiscal year.

CITY OF BISHOP

**PROPOSITION 4
CALCULATIONS**

JUNE 30, 2013

CITY OF BISHOP

**PROPOSITION 4
CALCULATIONS**

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Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762

**INDEPENDENT ACCOUNTANT'S REPORT ON AGREED-UPON PROCEDURES
APPLIED TO APPROPRIATION LIMIT WORKSHEETS**

To the City Council
City of Bishop
Bishop, California

We have applied the procedures enumerated below to the accompanying Appropriations Limit worksheet of the City of Bishop, California (City) for the fiscal year ended June 30, 2013. These procedures, which were agreed to by the City and the League of California Cities (as presented in the League publication entitled *Article XIII B Appropriations Limitation Uniform Guidelines*) were performed solely to assist the City in meeting the requirements of Section 1.5 of Article XIII B of the California Constitution.

This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and our findings were as follows:

1. We obtained the price and population information for the City and calculated the appropriations limit and annual adjustment factors included in those worksheets. We also compared the population and inflation factors included in the aforementioned worksheets to those that were selected by a recorded vote of the City Council.

Finding: No exceptions were noted as a result of our procedures.

2. For the accompanying Appropriations Limit Calculation worksheet, we added the limit at June 30, 2012, last year's limit, to the total adjustments in the appropriations limit for fiscal year 2012-2013, and compared the limit at June 30, 2013 to the subject proceeds of tax.

Finding: No exceptions were noted as a result of our procedures.

3. We compared the current year information presented in the accompanying Appropriations Limit worksheet to the other worksheets described in No. 1 above.

Finding: No exceptions were noted as a result of our procedures.

4. We compared the prior year appropriations limit presented in the accompanying Appropriations Limit worksheet to the prior year appropriations limit adopted by the City Council.

Finding: No exceptions were noted as a result of our procedures.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the accompanying Appropriations Limit. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriation limit for the base year, as defined by the League publication entitled *Article XIII B Appropriations Limitation Uniform Guidelines*.

This report is intended solely for the use of the City of Bishop, California and the State of California Controllers Office and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Larry Bain, CPA,
An Accounting Corporation
December 16, 2013

CITY OF BISHOP

**Proposition 4 Limit Summary
For the Fiscal Year Ended June 30, 2013**

Appropriations Subject to Limit (Schedule A)	\$ 5,514,490
Appropriations Limit (Schedule B)	<u>7,240,727</u>
Amount Under the Legal Limit	<u>\$ 1,726,237</u>

CITY OF BISHOP

Schedule A

Calculation of Appropriations Subject to Proposition 4 Limit
For the Fiscal Year Ended June 30, 2013

	Proceeds	Non-Proceeds	Total
<u>General Fund</u>			
Taxes			
Property -secured	\$ 381,327	\$ -	\$ 381,327
Property -unsecured	62,466		62,466
Prior year	3,950		3,950
Homeowners	1,561		1,561
Sales	2,209,608		2,209,608
DWP Water Agreement Payment		185,406	185,406
Transient occupancy	1,834,285		1,834,285
Sales tax - public safety	16,833		16,833
Real property transfer	12,641		12,641
Total Taxes	<u>4,522,671</u>	<u>185,406</u>	<u>4,708,077</u>
Licenses and Permits			
Business licenses		49,133	49,133
Use permits		6,240	6,240
Building permits		48,733	48,733
Grading permits			-
Electrical			-
Plumbing		10	10
Electrical franchise		33,087	33,087
TV franchise		12,705	12,705
Total Licenses and Permits		<u>149,908</u>	<u>149,908</u>
Fines, Forfeitures and Penalties			
Forfeited deposits			-
Citation		8,625	8,625
Total Fines, Forfeitures and Penalties	<u>-</u>	<u>8,625</u>	<u>8,625</u>
Aid from Other Governmental Agencies			
Motor vehicle in lieu (includes V.I.F swap)	281,593		281,593
Off-highway motor vehicle fees		-	-
Prop 1B			-
Reimbursement - highway sweeping		18,333	18,333
Reimbursement - fire district		41,048	41,048
Reimbursements - miscellaneous			-
Loan retirement			-
Peace officers training		10,241	10,241
Court restitutions			-
Dispatch contracts		10,020	10,020
Grants		5,000	5,000
Total Aid from Other Governmental Agencies	<u>281,593</u>	<u>84,642</u>	<u>366,235</u>
Subtotal Forward	<u>\$ 4,804,264</u>	<u>\$ 428,581</u>	<u>\$ 5,232,845</u>

CITY OF BISHOP

Schedule A (continued)

Calculation of Appropriations Subject to Proposition 4 Limit
For the Fiscal Year Ended June 30, 2013

	Proceeds	Non-Proceeds	Total
<u>General Fund (Continued)</u>			
Subtotal Forwarded	\$ 4,804,264	\$ 428,581	\$ 5,232,845
Charges for Current Services			
Plan checking		3,259	3,259
Park and recreation		101,418	101,418
Total Charges for Current Services		104,677	104,677
Use of Money and Property			
Interest and investment income	7,819	1,640	9,459
Coin sales			-
Rents		113,090	113,090
Total Use of Money and Property	7,819	114,730	122,549
Other			
Insurance refunds and dividends		101,362	101,362
Miscellaneous		113,376	113,376
Total Other		214,738	214,738
Total General Fund	4,812,083	862,726	5,674,809
<u>Special Revenue Funds</u>			
T.U.T - Measure A	499,484	87,823	587,307
Hwy 6			-
Gas tax	96,832		96,832
Traffic safety		9,839	9,839
HOME program		67,311	67,311
Public safety	106,091		106,091
Total Revenues - Special Revenue Funds	702,407	164,973	867,380
Total Revenues - General and Special Revenue Funds	\$ 5,514,490	\$ 1,027,699	\$ 6,542,189

CITY OF BISHOP

Schedule B

Appropriation Limit Calculation
For the Fiscal Year Ended June 30, 2013

A. Limit at June 30, 2012	\$ 6,975,576
B. Adjustment factors supplied by the Department of Finance, report dated May, 2012	
Per Capita Change for the fiscal year 2012-2013 3.77%	
Per Capital converted to a ratio	1.0377
Population change for the fiscal year 2012-2013 .03%	
Population change converted to a ratio	<u>1.0003</u>
Calculation of Factor for Fiscal Year 2012-2013	<u>1.0380</u>
C. Annual increase (decrease) in Appropriation Limit	265,151
D. Other adjustments	<u> </u>
E. Total adjustments	<u>265,151</u>
F. Limit at June 30, 2013	<u><u>\$ 7,240,727</u></u>

CITY OF BISHOP

**Notes to Proposition 4 Calculations
For the Fiscal Year Ended June 30, 2013**

Note 1: Summary of Significant Policies

A. Background

The voters of the State of California, in November 1979, passed Proposition 4, which added Article XIII B to the State Constitution. This article establishes limits on the appropriations of proceeds of taxes. This report presents the calculation that the City of Bishop is required to make to conform to the provisions of this law.

B. Accounting Basis

The City of Bishop prepares the annual budget using a modified accrual basis of accounting. This method is in accordance with U.S. generally accepted accounting principles; accordingly, the calculation included in this report has been prepared on the budgetary basis of accounting used by the City.

C. Proceeds/Non-Proceeds of Tax

The revenue for each governmental-type fund has been allocated between proceeds and non-proceeds of tax based on guidelines established by the office of the State Controller.

Note 2: Interest Allocation

Interest earned is required to be allocated between proceeds and non-proceeds of taxes. We performed the following calculation to make this allocation:

	Total (Excluding Interest)	Proceeds	Non- Proceeds
Total Revenue Amount	<u>\$ 6,532,730</u>	<u>\$ 5,506,671</u>	<u>\$ 1,026,059</u>
Percentage	100.0%	84.29%	15.71%
Allocated Interest	<u>\$ 9,459</u>	<u>\$ 7,819</u>	<u>\$ 1,640</u>

Note 3: Population and Price Indexes

The State of California provides to each agency subject to the provisions of Article XIII B the population information in conjunction with a change in the cost of living, or price factor for the applicable county. We used the factors made available as of May 2012, to make the calculations presented in this report.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC* *PC*

SUBJECT: PROPOSED ORDINANCE AMENDING SECTION 2.04.020 OF CHAPTER 2.04
CITY COUNCIL OF THE BISHOP MUNICIPAL CODE TO CHANGE THE TIME
OF REGULAR MEETINGS – SECOND READING/ADOPTION

DATE: FEBRUARY 10, 2014

ATTACHMENTS:

- Proposed Ordinance – Relating to a change in time of regular meetings

BACKGROUND/SUMMARY

During a recent budget workshop, City Council discussed the possibility of moving the Study Session and Regular Council meetings to an earlier time in the day. The initial focus was to create an estimated salary savings of \$12,000 in overtime cost for those non-exempt staff members required to attend meetings. Additionally, the Council felt it may give citizens the opportunity to attend daytime meetings as many are unable to attend meetings in the evening.

The Council is recommending meetings that coincide with the regular workday. Council will continue to meet on the second and fourth Mondays of the month with the suggested proposed time changes:

- Study Session – 10:00 a.m.
- Regular Council Meeting – 1:00 p.m.

RECOMMENDATION

After Second Reading, City Council considers approval of the Ordinance relating to a change in time of regular meetings by title only.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTION 2.04.020 OF CHAPTER 2.04 CITY COUNCIL OF THE BISHOP MUNICIPAL CODE RELATING TO TIME OF REGULAR MEETINGS

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

SECTION 1. Section 2.04.020 of Chapter 2.04 CITY COUNCIL of the Bishop Municipal Code, be and the same hereby are amended to read, in their entirety, as follows:

“2.04.020 Time of regular meetings. Regular meetings of the city council shall be held on the second and fourth Mondays of each month commencing at one [o'clock] p.m. Study Sessions for such regular meetings shall commence at ten [o'clock] a.m. on said dates. (Prior codes § 2-7) Ord. No. 527, § 1, 1-25-2010)

SECTION 2. Except as hereby specifically amended, all other terms and provisions of Chapter 2.04 of the Bishop Municipal Code shall remain in full force and effect.

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

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

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

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC (PK)

SUBJECT: RESOLUTION – SUSTAINABLE COMMUNITIES PLANNING GRANT

DATE: FEBRUARY 10, 2014

ATTACHMENTS:

- Resolution

BACKGROUND/SUMMARY

Inyo County is applying for a Sustainable Communities Planning Grant through State Proposition 84 funds and is asking the City of Bishop to partner.

Inyo County Planning Director Josh Hart will present the proposed benefits of the funding.

As part of this resolution, the Local Transportation Commission will be requested to provide a match for necessary funds. Although, if the Local Transportation Commission does not provide the match, the City will be asked to provide \$5,000 if/when the grant is awarded.

RECOMMENDATION

City Council consideration to approve the Resolution for the Application of Grant Funds for the Sustainable Communities Planning Grant by title only.

RESOLUTION NO. 14-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BISHOP, STATE OF CALIFORNIA, APPROVING THE
APPLICATION FOR GRANT FUNDS FOR THE SUSTAINABLE
COMMUNITIES PLANNING GRANT AND INCENTIVES
PROGRAM UNDER THE SAFE DRINKING WATER, WATER
QUALITY AND SUPPLY, FLOOD CONTROL, RIVER AND
COASTAL PROTECTION BOND ACT OF 2006 (PROPOSITION 84)

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the State; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the development of the proposal.

NOW, THEREFORE, BE IT RESOLVED that the Bishop City Council

1. Approves the filing of a joint application for the North Sierra Highway Specific Plan with Inyo County, with Inyo County being the Lead Applicant, in order to become a sustainable community;
2. Certifies that applicant understands the assurances and certification in the application; and
3. Certifies that applicant or title holder will have sufficient funds to develop the Proposal or will secure the resources to do so; and
4. Certifies that the Proposal will comply with any applicable laws and regulations; and
5. Certifies that if the Inyo Local Agency Transportation Commission does not provide the grant matching funds, that the City of Bishop will provide \$5,000 for the project in cash and \$5,000 in staff time; and
6. Appoints the Inyo County Administrative Officer or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project.

PASSED, APPROVED AND ADOPTED this 10th day of February, 2014.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC* *CP*

SUBJECT: APPROVE CONTRACTS FOR SALE OF UNIT NUMBER 9
AT SUNRISE MOBILE HOME PARK

DATE: FEBRUARY 10, 2014

ATTACHMENTS:

- Counter Offer No. 1
- Disclosure Regarding Real Estate Agency Relationship
- Manufactured Home Purchase Agreement

BACKGROUND/SUMMARY

In 1983 the City of Bishop purchased property on MacIver Street to build a low-income Senior Mobile Home Park. Coupled with a grant from the State of California, the City purchased 16 manufactured homes and created lots for 25 additional owner-purchased mobiles.

The City, through the real estate agency Coldwell Banker LeeAnn Rasmuson & Associates, has received one (1) counter offer to purchase a city-owned mobile home unit within Sunrise Mobile Home Park. The offer is on Unit #9.

Staff determined that the buyer is qualified on the basis of age and income to live within the park.

RECOMMENDATION

Council consideration to approve the sale of City-owned mobile home unit #9 located within Sunrise Mobile Home Park.

Copy for city #9



CALIFORNIA ASSOCIATION OF REALTORS®

COUNTER OFFER No. 1 For use by Seller or Buyer. May not be used for multiple counter offer. (C.A.R. Form CO, Revised 11/13)

This is a counter offer to the: [] California Residential Purchase Agreement, [] Counter Offer No. _____, or [X] Other MHPA (Offer), dated January 24, 2014, on property known as Bishop, CA 93514 198 MacIver

between Greg Beach (Property), City of Bishop (Buyer) and (Seller).

- 1. TERMS: The terms and conditions of the above referenced document are accepted subject to the following: A. Paragraphs in the Offer that require initials by all parties, but are not initialed by all parties, are excluded from the final agreement unless specifically referenced for inclusion in paragraph 1C of this or another Counter Offer or an addendum. B. Unless otherwise agreed in writing, down payment and loan amount(s) will be adjusted in the same proportion as in the original Offer.

C. OTHER TERMS: Sell price at \$26,000

D. The following attached addenda are incorporated into this Counter Offer: [] Addendum No. _____

2. EXPIRATION: This Counter Offer shall be deemed revoked and the deposits, if any, shall be returned: A. Unless by 5:00pm on the third Day After the date it is signed in paragraph 3 (if more than one signature then, the last signature date)(or by _____ AM PM on _____ (date)) (i) it is signed in paragraph 4, by the Buyer or Seller to whom it is sent and (ii) a copy of the signed Counter Offer is personally received by the person making it or Ross Corner who is authorized to receive it.

OR 3. OFFER: BUYER OR SELLER MAKES THIS COUNTER OFFER ON THE TERMS ABOVE AND ACKNOWLEDGES RECEIPT OF A COPY. [] Buyer [X] Seller H Lindwell City of Bishop Date 01/27/2014

4. ACCEPTANCE: I/WE accept the above Counter Offer (if checked [] SUBJECT TO THE ATTACHED COUNTER OFFER) and acknowledge receipt of a Copy. [X] Buyer [] Seller Greg Beach Date 1/27/2014 Time 2:30 PM

CONFIRMATION OF ACCEPTANCE:

(HLL) (Initials) Confirmation of Acceptance: A Copy of Signed Acceptance was personally received by the maker of the Counter Offer, or that person's authorized agent as specified in paragraph 2A on (date) 1/27/14 at 2:30 PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by the maker of the Counter Offer, or that person's authorized agent whether or not confirmed in this document.

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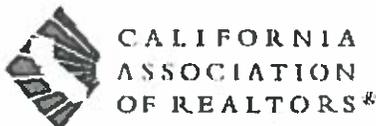
Reviewed by _____ Date _____



CO REVISED 11/13 (PAGE 1 OF 1)

COUNTER OFFER (CO PAGE 1 OF 1)

Agent: Ross Corner Phone: 760.873.4284 Fax: 760.873.4875 Prepared using zipForm® software Broker: Coldwell Banker/LeeAnn Rasmuson & Assoc, 370 West Line Street Bishop, CA 93514



DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP

(Selling Firm to Buyer)
(As required by the Civil Code)
(C.A.R. Form AD, Revised 11/12)

(If checked) This form is being provided in connection with a transaction for a leaseholder interest in a dwelling exceeding one year as per Civil Code section 2079.13(j) and (l).

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A selling agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more associate licensees, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.

In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

- (a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
- (b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, the agent may not, without the express permission of the respective party, disclose to the other party that the Seller will accept a price less than the listing price or that the Buyer will pay a price greater than the price offered.

The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. This disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE BACK (OR A SEPARATE PAGE).

Buyer Seller Landlord Tenant Greg Beach Date 01/21/2014

Buyer Seller Landlord Tenant _____ Date _____

Agent Coldwell Banker LRA BRE Lic. # 01050199
Real Estate Broker (Firm)

By Claudia Alexander BRE Lic. # 01895200 Date 01/21/2014
(Salesperson or Broker-Associate) Claudia Alexander/Lowthorp Team

Agency Disclosure Compliance (Civil Code §2079.14):

- When the listing brokerage company also represents Buyer/Tenant: The Listing Agent shall have one AD form signed by Seller/Landlord and a different AD form signed by Buyer/Tenant.
- When Seller/Landlord and Buyer/Tenant are represented by different brokerage companies: (i) the Listing Agent shall have one AD form signed by Seller/Landlord and (ii) the Buyer's/Tenant's Agent shall have one AD form signed by Buyer/Tenant and either that same or a different AD form presented to Seller/Landlord for signature prior to presentation of the offer. If the same form is used, Seller may sign here:

[Signature] 1/21/2014
Seller/Landlord Date Seller/Landlord Date

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Reviewed by _____ Date _____



CIVIL CODE SECTIONS 2079.24 (2079.16 APPEARS ON THE FRONT)

2079.13 As used in Sections 2079.14 to 2079.24, inclusive, the following terms have the following meanings:

(a) "Agent" means a person acting under provisions of title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. (b) "Associate licensee" means a person who is licensed as a real estate broker or salesperson under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code and who is either licensed under a broker or has entered into a written contract with a broker to act as the broker's agent in connection with acts requiring a real estate license and to function under the broker's supervision in the capacity of an associate licensee. The agent in the real property transaction bears responsibility for his or her associate licensees who perform as agents of the agent. When an associate licensee owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the associate licensee functions. (c) "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee. (d) "Dual agent" means an agent acting, either directly or through an associate licensee, as agent for both the seller and the buyer in a real property transaction. (e) "Listing agreement" means a contract between an owner of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer. (f) "Listing agent" means a person who has obtained a listing of real property to act as an agent for compensation. (g) "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the listing agent. (h) "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. (i) "Offer to purchase" means a written contract executed by a buyer acting through a selling agent which becomes the contract for the sale of the real property upon acceptance by the seller. (j) "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property which constitutes or is improved with one to four dwelling units, any leasehold in this type of property exceeding one year's duration, and mobile homes, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. (k) "Real property transaction" means a transaction for the sale of real property in which an agent is employed by one or more of the principals to act in that transaction, and includes a listing or an offer to purchase. (l) "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer, and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2985, and transactions for the creation of a leasehold exceeding one year's duration. (m) "Seller" means the transferor in a real property transaction, and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor. (n) "Selling agent" means a listing agent who acts alone, or an agent who acts in cooperation with a listing agent, and who sells or finds and obtains a buyer for the real property, or an agent who locates property for a buyer or who finds a property for a property for which no listing exists and presents an offer to purchase to the seller. (o) "Subagent" means a person to whom an agent delegates agency powers as provided in Article 5 (commencing with Section 2349) of Chapter 1 of Title 9. However, "subagent" does not include an associate licensee who is acting under the supervision of an agent in a real property transaction.

2079.14 Listing agents and selling agents shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and, except as provided in subdivision (c), shall obtain a signed acknowledgement of receipt from that seller or buyer, except as provided in this section or Section 2079.15, as follows: (a) The listing agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. (b) The selling agent shall provide the disclosure form to the seller as soon as practicable prior to presenting the seller with an offer to purchase, unless the selling agent previously provided the seller with a copy of the disclosure form pursuant to subdivision (a). (c) Where the selling agent does not deal on a face-to-face basis with the seller, the disclosure form prepared by the selling agent may be furnished to the seller (and acknowledgement of receipt obtained for the selling agent from the seller) by the listing agent, or the selling agent may deliver the disclosure form by certified mail addressed to the seller at his or her last known address, in which case no signed acknowledgement of receipt is required. (d) The selling agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase, except that if the offer to purchase is not prepared by the selling agent, the selling agent shall present the disclosure form to the buyer not later than the next business day after the selling agent receives the offer to purchase from the buyer.

2079.15 In any circumstance in which the seller or buyer refuses to sign an acknowledgement of receipt pursuant to Section 2079.14, the agent, or an associate licensee acting for an agent, shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17 (a) As soon as practicable, the selling agent shall disclose to the buyer and seller whether the selling agent is acting in the real property transaction exclusively as the buyer's agent, exclusively as the seller's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the selling agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. (b) As soon as practicable, the listing agent shall disclose to the seller whether the listing agent is acting in the real property transaction exclusively as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the listing agent prior to or coincident with the execution of that contract by the seller. (c) The confirmation required by subdivisions (a) and (b) shall be in the following form.

(DO NOT COMPLETE, SAMPLE ONLY) is the agent of (check one): the seller exclusively; or both the buyer and seller.
(Name of Listing Agent)
(DO NOT COMPLETE, SAMPLE ONLY) is the agent of (check one): the buyer exclusively; or the seller exclusively; or both the buyer and seller.
(Name of Selling Agent if not the same as the Listing Agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14.

2079.18 No selling agent in a real property transaction may act as an agent for the buyer only, when the selling agent is also acting as the listing agent in the transaction.

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 A dual agent shall not disclose to the buyer that the seller is willing to sell the property at a price less than the listing price, without the express written consent of the seller. A dual agent shall not disclose to the seller that the buyer is willing to pay a price greater than the offering price, without the express written consent of the buyer. This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.

2079.22 Nothing in this article precludes a listing agent from also being a selling agent, and the combination of these functions in one agent does not, of itself, make that agent a dual agent.

2079.23 A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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MANUFACTURED HOME PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

(C.A.R. Form MHPA, Revised 4/13)

Date January 24, 2014

1. OFFER:

- A. THIS IS AN OFFER FROM Greg Beach ("Buyer").
B. THE MANUFACTURED HOME TO BE ACQUIRED is described in paragraph 1E and F below ("Property").
C. THE PURCHASE PRICE offered is Twenty-Four Thousand, Three Hundred

(Dollars \$ 24,300.00). D. CLOSE OF ESCROW shall occur on (date) or 45 Days After Acceptance).

E. TYPE OF MANUFACTURED HOME: (Check the box below that applies: paragraphs (1)(a), (1)(b) or (2). Check ONLY one.)

(1) PERSONAL PROPERTY MANUFACTURED HOME:

(a) A Manufactured Home On Leased Or Rented Land (complete paragraph F).

Space Number #9 Park Name Sunrise Mobile Home Park

OR (b) A Manufactured Home To Be Sold With Real Property (complete paragraph F). Real Property described as

PURCHASE PRICE ALLOCATED AS FOLLOWS: Manufactured Home \$, Land \$

OR (2) A REAL PROPERTY MANUFACTURED HOME (complete applicable parts of paragraph F) described as 198 MacIver St. #9

Assessor's Parcel No. 010-421-91-00, situated in Bishop, County of Inyo, California.

A real property manufactured home is one that meets the following requirements: (I) a building permit is obtained from local authorities pursuant to Health and Safety Code §18551; (II) the manufactured home is affixed to a foundation pursuant to Health and Safety Code §18551; (III) a certificate of occupancy is issued by local authorities; and (IV) there is recordation with the local authorities of a form pursuant to Health and Safety Code §18551.

F. ADDITIONAL DESCRIPTION:

Manufacturer's Name Model Date Of Manufacture

Date Of First Sale

Property Is: On Local Property Tax Roll, Department of Housing and Community Development ("HCD") registered (use tax applies)

Approximate Width Approximate Length (Without Hitch) Expando Size

HCD/HUD License/Decal Number:

SERIAL NUMBERS: 1. 2. 3.

HCD/HUD Label/Insignia: 1. 2. 3.

2. AGENCY:

A. DISCLOSURE: Buyer and Seller each acknowledge prior receipt of a "Disclosure Regarding Real Estate Agency Relationships" (C.A.R. Form AD).

B. POTENTIALLY COMPETING BUYERS AND SELLERS: Buyer and Seller each acknowledge receipt of a disclosure of the possibility of multiple representation by the Broker representing that principal. This disclosure may be part of a listing agreement, buyer representation agreement or separate document (C.A.R. Form DA). Buyer understands that Broker representing Buyer may also represent other potential buyers, who may consider, make offers on or ultimately acquire the Property. Seller understands that Broker representing Seller may also represent other sellers with competing properties of interest to this Buyer.

C. CONFIRMATION: The following agency relationships are hereby confirmed for this transaction:

Listing Agent Coldwell Banker LRA (Print Firm Name) is the agent of (check one):

the Seller exclusively; or both the Buyer and Seller.

Selling Agent Coldwell Banker LRA (Print Firm Name) (if not the same as the

Listing Agent) is the agent of (check one): the Buyer exclusively; or the Seller exclusively; or both the Buyer and Seller. Real Estate Brokers are not parties to the Agreement between Buyer and Seller.

3. FINANCE TERMS: Buyer represents that funds will be good when deposited with Escrow Holder.

A. INITIAL DEPOSIT: Deposit shall be in the amount of \$ 1,000.00

(1) Buyer shall deliver deposit directly to Escrow Holder by personal check, electronic funds transfer,

Other within 3 business days after acceptance

(or Other);

OR (2) (If checked) Buyer has given the deposit by personal check (or) to

the agent submitting the offer (or to), made payable to

Mountain Title. The deposit shall be held uncashed until

Acceptance and then deposited with Escrow Holder (or into Broker's trust account) within 3 business days

after Acceptance (or Other).

B. INCREASED DEPOSIT: Buyer shall deposit with Escrow Holder an increased deposit in the amount of \$

within Days After Acceptance, or . If a liquidated damages clause is

incorporated into this Agreement, Buyer and Seller shall sign a separate liquidated damages clause (C.A.R. Form

RID) for any increased deposit at the time it is deposited.

C. LOAN(S):

(1) FIRST LOAN in the amount of \$ 23,085.00

Buyer's Initials () ()

Seller's Initials (KSC) ()

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MHPA REVISED 4/13 (PAGE 1 OF 10)

Reviewed by Date



MANUFACTURED HOME PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (MHPA PAGE 1 OF 10)

Agent: Claudia Alexander Phone: (760)873-4264 Fax: (760)873-4875 Prepared using zipForm® software
Broker: Coldwell Banker/Leean Rasmuson, 370 West Line Street Bishop, CA 93514

Property Address: 198 MacIver St. #9
Bishop, Ca 93514

Date: January 24, 2014

This loan will be conventional financing or, if checked, FHA, VA, CalVet, Seller (C.A.R. Form SFA) assumed financing (C.A.R. Form PAA), Other _____ Security Agreement and Certificate of Title designating lender (or if checked seller) as legal owner, securing a note. This loan shall be at a fixed rate not to exceed 5.0% or, an adjustable rate loan with initial rate not to exceed _____%. Regardless of the type of loan, Buyer shall pay points not to exceed _____% of the loan amount.

(2) **SECOND LOAN** in the amount of _____ \$ _____
This loan will be conventional financing or, if checked, Seller (C.A.R. Form SFA), assumed financing (C.A.R. Form PAA), Other _____ Security Agreement and Certificate of Title designating lender (or if checked seller) as legal owner, securing a note. This loan shall be at a fixed rate not to exceed _____% or, an adjustable rate loan with initial rate not to exceed _____%. Regardless of the type of loan, Buyer shall pay points not to exceed _____% of the loan amount.

(3) **FHA/VA:** For any FHA or VA loan specified above, Buyer has 17 (or _____) Days After Acceptance to Deliver to Seller written notice (C.A.R. Form FVA) of any lender-required repairs or costs that Buyer requests Seller to pay for or other repair. Seller has no obligation to pay for repairs or satisfy lender requirements unless otherwise agreed in writing.

D. ADDITIONAL FINANCING TERMS: _____

E. BALANCE OF PURCHASE PRICE OR DOWN PAYMENT in the amount of _____ \$ 215.00
to be deposited with Escrow Holder within sufficient time to close escrow.

F. PURCHASE PRICE (TOTAL): _____ \$ 24,300.00

G. ADDITIONAL SELLER FINANCING TERMS: The following terms apply ONLY to financing of a personal property manufactured home extended by Seller under this Agreement. Buyer's security agreement and other appropriate documents shall incorporate and implement the following additional terms: (i) a clause requiring Buyer to comply with the terms of any rental/lease agreement entered into between Buyer and Park Owner/Landlord/Homeowners' Association ("HOA") and to deliver to Seller a Copy of any modifications to the rental/lease agreement within 30 days of Buyer's receipt; (ii) a clause requiring Buyer to provide Seller a written 30-day notice prior to relocating the Property; and (iii) a clause prohibiting Buyer from installing the manufactured home on a permanent foundation system or otherwise affixing the manufactured home to land in any way that could alter its legal character as personal property, without Seller's prior written consent.

H. ASSUMPTION: IF THIS IS AN ASSUMPTION OF A VA OR CAL VET LOAN, THE SALE IS CONTINGENT UPON SELLER RECEIVING A RELEASE OF LIABILITY AND SUBSTITUTION OF ELIGIBILITY, UNLESS OTHERWISE AGREED IN WRITING.

I. VERIFICATION OF DOWN PAYMENT AND CLOSING COSTS: Buyer (or Buyer's lender or loan broker pursuant to 3J(1)) shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of Buyer's down payment and closing costs. (If checked, verification attached.)

J. LOAN TERMS:

(1) **LOAN APPLICATIONS:** Within 7 (or _____) Days After Acceptance, Buyer shall Deliver to Seller a letter from lender or loan broker stating that, based on a review of Buyer's written application and credit report, Buyer is prequalified or preapproved for any NEW loan specified in 3C above. (If checked, letter attached.)

(2) **LOAN CONTINGENCY:** Buyer shall act diligently and in good faith to obtain the designated loan(s). Obtaining the loan(s) specified above is a contingency of this Agreement unless otherwise agreed in writing. Buyer's contractual obligations to obtain and provide deposit, balance of down payment and closing costs are not contingencies of this Agreement.

(3) **LOAN CONTINGENCY REMOVAL:**

(i) Within 17 (or _____) Days After Acceptance, Buyer shall, as specified in paragraph 16, in writing remove the loan contingency or cancel this Agreement;

OR (ii) (if checked) the loan contingency shall remain in effect until the designated loans are funded.

(4) **NO LOAN CONTINGENCY** (if checked): Obtaining any loan specified above is NOT a contingency of this Agreement. If Buyer does not obtain the loan and as a result Buyer does not purchase the Property, Seller may be entitled to Buyer's deposit or other legal remedies.

K. APPRAISAL CONTINGENCY AND REMOVAL: This Agreement is (or, if checked, is NOT) contingent upon a written appraisal of the Property by a licensed or certified appraiser at no less than the specified purchase price. If there is a loan contingency, Buyer's removal of the loan contingency shall be deemed removal of this appraisal contingency (or, if checked, Buyer shall, as specified in paragraph 16B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance). If there is no loan contingency, Buyer shall, as specified in paragraph 16B(3), in writing remove the appraisal contingency or cancel this Agreement within 17 (or _____) Days After Acceptance.

L. ALL CASH OFFER (if checked): Buyer shall, within 7 (or _____) Days After Acceptance, Deliver to Seller written verification of sufficient funds to close this transaction. (If checked, verification attached.)

M. BUYER STATED FINANCING: Seller has relied on Buyer's representation of the type of financing specified (including but not limited to, as applicable, amount of down payment, contingent or non contingent loan, or all cash). If Buyer seeks alternate financing, (i) Seller has no obligation to cooperate with Buyer's efforts to obtain such financing, and (ii) Buyer shall also pursue the financing method specified in this Agreement. Buyer's failure to secure alternate financing does not excuse Buyer from the obligation to purchase the Property and close escrow as specified in this Agreement.

CAUTION: Obligations secured by mixed collateral (i.e., both personal and real property) are subject to complex rules and court decisions under the California Civil Code, Commercial Code and Code of Civil Procedure. Buyer and Seller are strongly cautioned to consult legal counsel in connection with the securing and enforcement of any such obligations.

4. ALLOCATION OF COSTS (if checked): Unless otherwise specified in writing, this paragraph only determines who is to pay for the inspection, test or service ("Report") mentioned; it does not determine who is to pay for any work recommended or identified in the Report.

Buyer's Initials (XS) (_____)

Seller's Initials (KSL) (_____)

Reviewed by _____ Date _____



A. INSPECTIONS AND REPORTS:

- (1) Buyer Seller shall pay for an inspection and report for wood destroying pests and organisms ("Wood Pest Report") prepared by Big Pine Termite a registered structural pest control company.
- (2) Buyer Seller shall pay to have septic or private sewage disposal systems inspected _____.
- (3) Buyer Seller shall pay to have domestic wells tested for water potability and productivity _____.
- (4) Buyer Seller shall pay for a natural hazard zone disclosure report prepared by Disclosure Source Premium incl Clus rept.
- (5) Buyer Seller shall pay for the following inspection or report and environmental report.
- (6) Buyer Seller shall pay for the following inspection or report _____.

B. GOVERNMENT REQUIREMENTS AND RETROFIT:

- (1) Buyer Seller shall pay for smoke detector installation and/or water heater bracing, if required by Law. Prior to Close Of Escrow, Seller shall provide Buyer written statement(s) of compliance in accordance with state and local Law, unless exempt.
- (2) Buyer Seller shall pay the cost of compliance with any other minimum mandatory government retrofit standards, inspections and reports if required as a condition of closing escrow under any Law. _____.

C. ESCROW AND TITLE:

- (1) Buyer Seller shall pay escrow fee 50/50. Escrow Holder shall be Mt title.
- (2) Buyer Seller shall pay for owner's title insurance policy specified in paragraph 13E HUD transfer fee. Owner's title policy to be issued by Mt. Title.
(Buyer shall pay for any title insurance policy insuring Buyer's lender, unless otherwise agreed in writing.)

D. OTHER COSTS:

- (1) Buyer Seller shall pay County transfer tax or fee _____.
- (2) Buyer Seller shall pay City transfer tax or fee _____.
- (3) Buyer Seller shall pay Homeowners' Association ("HOA") transfer fee _____.
- (4) Buyer Seller shall pay HOA document preparation fees _____.
- (5) Buyer Seller shall pay for any private transfer fee _____.
- (6) Buyer Seller shall pay the cost, not to exceed \$ 375.00, of a one-year home warranty plan, issued by American Home Shield Combo Flex Plan, with the following optional coverages:
 Air Conditioner Pool/Spa Code and Permit upgrade Other: swamp
 Buyer is informed that home warranty plans have many optional coverages in addition to those listed above. Buyer is advised to investigate these coverages to determine those that may be suitable for Buyer.
- (7) Buyer Seller shall pay for carbon monoxide detectors to code.
- (8) Buyer Seller shall pay for _____.

- E. Buyer Seller shall pay the cost of upgrades required by Park/Landlord/HOA as a condition of Buyer's tenancy or occupancy _____.

5. CLOSING AND POSSESSION:

- A. Buyer intends (or does not intend) to occupy the Property as Buyer's primary residence.
- B. Seller-occupied or vacant property: Possession shall be delivered to Buyer at 5 PM or (_____ AM PM) on the date of Close Of Escrow; on _____; or no later than _____ Days After Close Of Escrow. If transfer of title and possession do not occur at the same time, Buyer and Seller are advised to: (I) enter into a written occupancy agreement (C.A.R. Form PAA, paragraph 2); and (II) consult with their insurance and legal advisors.
- C. Tenant-occupied property: (I) the Property shall be vacant at least 5 (or _____) Days Prior to Close Of Escrow, unless otherwise agreed in writing. Note to Seller: If you are unable to deliver the Property vacant in accordance with rent control and other applicable Law, you may be in breach of this Agreement.
OR (II) (if checked) Tenant to remain in possession. (C.A.R. Form PAA, paragraph 3.)
- D. At Close Of Escrow, (I) Seller assigns to Buyer any assignable warranty rights for items included in the sale, and (II) Seller shall Deliver to Buyer available Copies of warranties. Brokers cannot and will not determine the assignability of any warranties.
- E. At Close Of Escrow, unless otherwise agreed in writing, Seller shall provide keys and/or means to operate all locks, mailboxes, security systems, alarms and garage door openers. If Property is a condominium or located in a common interest subdivision, Buyer may be required to pay a deposit to the Homeowners' Association ("HOA") to obtain keys to accessible HOA facilities.

6. STATUTORY DISCLOSURES (INCLUDING LEAD-BASED PAINT HAZARD DISCLOSURES) AND CANCELLATION RIGHTS:

- A. (1) Seller shall, within the time specified in paragraph 16, Deliver to Buyer, if required by law: (I) Federal Lead-Based Paint Disclosures (C.A.R. Form FLD) and pamphlet ("Lead Disclosures"); and (II) disclosures or notices required by sections 1102 et seq. and 1103 et seq. of the California Civil Code ("Statutory Disclosures"). Statutory Disclosures include, but are not limited to, a Manufactured Home and Mobile Home Transfer Disclosure Statement ("MHTDS"), Natural Hazard Disclosure Statement ("NHD"), notice of actual knowledge of release of illegal controlled substance, notice of special tax and/or assessments (or, if allowed, substantially equivalent notice regarding the Mello-Roos Community Facilities Act and Improvement Bond Act of 1915), and, if Seller has actual knowledge, of industrial use and military ordnance location (C.A.R. Form SPA or SSD) and, if the Property is or includes real property, a Real Estate Transfer Disclosure Statement ("TDS").
- (2) Buyer shall, within the time specified in paragraph 16, return Signed Copies of the Statutory and Lead Disclosures to Seller.
- (3) In the event Seller, prior to Close Of Escrow, becomes aware of adverse conditions materially affecting the Property, or any material inaccuracy in disclosures, information or representations previously provided to Buyer, Seller shall promptly provide a subsequent or amended disclosure or notice, in writing, covering those items. However, a subsequent or amended disclosure shall not be required for conditions and material inaccuracies of which Buyer is otherwise aware, or which are disclosed in reports provided to or obtained by Buyer or ordered and paid for by Buyer.
- (4) If any disclosure or notice specified in 6(A)(1), or subsequent or amended disclosure or notice is Delivered to Buyer after the offer is Signed, Buyer shall have the right to cancel this Agreement within 3 Days After Delivery in person, or 5 Days After Delivery by deposit in the mail, by giving written notice of cancellation to Seller or Seller's agent.

Buyer's Initials (X) (_____)

Seller's Initials (KSC) (_____)

Reviewed by _____ Date _____



(5) Note to Buyer and Seller: Waiver of Statutory and Lead Disclosures Is prohibited by Law.

- B. **NATURAL AND ENVIRONMENTAL HAZARDS:** Within the time specified in paragraph 16, Seller shall, if required by Law: (i) deliver to Buyer earthquake guides (and questionnaire) and environmental hazards booklet; (ii) even if exempt from the obligation to provide the NHD, disclose if the Property is located in a Special Flood Hazard Area; Potential Flooding (Inundation) Area; Very High Fire Hazard Zone; State Fire Responsibility Area; Earthquake Fault Zone; Seismic Hazard Zone; and (iii) disclose any other zone as required by Law and provide any other information required for those zones.
 - C. **WITHHOLDING TAXES:** Within the time specified in paragraph 16A, to avoid required withholding, Seller shall Deliver to Buyer or qualified substitute, an affidavit sufficient to comply with federal (FIRPTA) and California withholding Law, (C.A.R. Form AS or QS).
 - D. **MEGAN'S LAW DATABASE DISCLOSURE:** Notice: Pursuant to Section 290.46 of the Penal Code, information about specified registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides. (Neither Seller nor Brokers are required to check this website. If Buyer wants further information, Broker recommends that Buyer obtain information from this website during Buyer's inspection contingency period. Brokers do not have expertise in this area.)
 - E. **NOTICE REGARDING GAS AND HAZARDOUS LIQUID TRANSMISSION PIPELINES:** This notice is being provided simply to inform you that information about the general location of gas and hazardous liquid transmission pipelines is available to the public via the National Pipeline Mapping System (NPMS) Internet Web site maintained by the United States Department of Transportation at http://www.npms.phmsa.dot.gov/. To seek further information about possible transmission pipelines near the Property, you may contact your local gas utility or other pipeline operators in the area. Contact information for pipeline operators is searchable by ZIP Code and county on the NPMS Internet Web site.
7. **SELLER DOCUMENTATION AND ADDITIONAL DISCLOSURE:** Within the time specified in paragraph 16, Seller shall Deliver to Buyer, in writing, the following disclosure documentation and information:
- A. **REAL PROPERTY MANUFACTURED HOME:** Manufactured homes, even when converted to real property, must comply with HCD permit and approval requirements for alterations and/or repairs. If known to Seller, Seller shall disclose any alterations or repairs done without HCD permits or approvals.
 - B. **ADDITIONAL REAL PROPERTY DISCLOSURES:** If the Property is or includes real property, Seller shall disclose to Buyer the existence of any of the following items of which Seller has actual knowledge: (i) whether the Property is subject to restrictions for agricultural use pursuant to the Williamson Act (Government Code §§51200-51295); (ii) whether the Property is in, or adjacent to, an area with Right to Farm rights (Civil Code §3482.5 and §3482.6); (iii) the presence of endangered, threatened, "candidate" species or wetlands on the Property; (iv) any features of the Property shared in common with adjoining landowners, such as walls, fences, roads and driveways, whose use or responsibility for maintenance may have an effect on the Property; and (v) any abandoned mining operations on the Property.
 - C. **SMOKE DETECTOR:** Available manufacturer's information describing the operation, method and frequency of testing, and proper maintenance for any smoke alarm.
8. **CONDOMINIUM/PLANNED DEVELOPMENT DISCLOSURES:**
- A. **SELLER HAS:** 7 (or _____) Days After Acceptance to disclose to Buyer whether the Property is a condominium, or is located in a planned unit development or other common interest subdivision (C.A.R. Form SPQ or SSD).
 - B. If the Property is a condominium or is located in a planned development or other common interest subdivision, Seller has 3 (or _____) Days After Acceptance to request from the HOA (C.A.R. Form HOA): (i) Copies of any documents required by Law; (ii) disclosure of any pending or anticipated claim or litigation by or against the HOA; (iii) a statement containing the location and number of designated parking and storage spaces; (iv) Copies of the most recent 12 months of HOA minutes for regular and special meetings; and (v) the names and contact information of all HOA's governing the Property (collectively, "CI Disclosures"). Seller shall itemize and Deliver to Buyer all CI Disclosures received from the HOA and any CI Disclosures in Seller's possession. Buyer's approval of CI Disclosures is a contingency of this Agreement as specified in paragraph 14B(3).
9. **ITEMS INCLUDED AND EXCLUDED:**
- A. **NOTE TO BUYER AND SELLER:** Items listed as included or excluded in the MLS, flyers or marketing materials are not included in the purchase price or excluded from the sale unless specified in 9B or C.
 - B. **ITEMS INCLUDED IN SALE:**
 - (1) All EXISTING fixtures and fittings that are attached to the Property;
 - (2) EXISTING electrical, mechanical, lighting, plumbing and heating fixtures, ceiling fans, fireplace inserts, gas logs and grates, solar systems, built-in appliances, window and door screens, awnings, shutters, window coverings, attached floor coverings, television antennas, satellite dishes, private integrated telephone systems, air coolers/conditioners, pool/spa equipment, garage door openers/remote controls, mailbox, in-ground landscaping, trees/shrubs, water softeners, water purifiers, security systems/alarms; (If checked) stove(s), refrigerator(s); and
 - (3) The following additional items: window coverings; storage shed
 - (4) Seller represents that all items included in the purchase price, unless otherwise specified, are owned by Seller.
 - (5) All items included shall be transferred free of liens and without Seller warranty.
 - C. **ITEMS EXCLUDED FROM SALE:** Unless otherwise specified, audio and video components (such as flat screen TVs and speakers) are excluded if any such item is not itself attached to the Property, even if a bracket or other mechanism attached to the component is attached to the Property; and
10. **CONDITION OF PROPERTY:** Unless otherwise agreed: (i) the Property is sold (a) in its PRESENT physical ("as-is") condition as of the date of Acceptance and (b) subject to Buyer's Investigation rights; (ii) the Property, including pool, spa, landscaping and grounds, is to be maintained in substantially the same condition as of the date of Acceptance; and (iii) all debris and personal property not included in the sale shall be removed by Seller by Close Of Escrow.
- CAUTION:** Sellers not using a licensed real estate agent or licensed manufactured home dealer are prohibited from selling a personal property manufactured home "AS IS" unless the manufactured home meets, as applicable, the requirements of HCD or the National Manufactured Housing Construction and Safety Standards Act of 1974.
- A. Seller shall, within the time specified in paragraph 16A, DISCLOSE KNOWN MATERIAL FACTS AND DEFECTS affecting the Property, including known insurance claims within the past five years, and make any and all other disclosures required by law.
 - B. Buyer has the right to inspect the Property and, as specified in paragraph 16B, based upon information discovered in those inspections: (i) cancel this Agreement; or (ii) request that Seller make Repairs or take other action.

Buyer's Initials (JK) (_____)

Seller's Initials (KE) (_____)



C. Buyer is strongly advised to conduct Investigations of the entire Property in order to determine its present condition. Seller may not be aware of all defects affecting the Property or other factors that Buyer considers important. Property improvements may not be built according to code, in compliance with current Law, or have had permits issued.

11. BUYER'S INVESTIGATION OF PROPERTY AND MATTERS AFFECTING PROPERTY:

- A. Buyer's acceptance of the condition of, and any other matter affecting the Property, is a contingency of this Agreement as specified in this paragraph and paragraph 16B. Within the time specified in paragraph 16B(1), Buyer shall have the right, at Buyer's expense unless otherwise agreed, to conduct inspections, investigations, tests, surveys and other studies ("Buyer Investigations"), including, but not limited to, the right to: (i) inspect for lead-based paint and other lead-based paint hazards; (ii) inspect for wood destroying pests and organisms; (iii) review the registered sex offender database; (iv) confirm the insurability of Buyer and the Property; and (v) satisfy Buyer as to any matter specified in the attached Buyer's Inspection Advisory (C.A.R. Form BIA). Without Seller's prior written consent, Buyer shall neither make nor cause to be made: (i) invasive or destructive Buyer Investigations; or (ii) inspections by any governmental building or zoning inspector or government employee, unless required by Law.
B. Seller shall make the Property available for all Buyer Investigations. Buyer shall (i) as specified in paragraph 16B, complete Buyer Investigations and, either remove the contingency or cancel this Agreement, and (ii) give Seller, at no cost, complete Copies of all Investigation reports obtained by Buyer, which obligation shall survive the termination of this Agreement.
C. Seller shall have water, gas, electricity and all operable pilot lights on for Buyer's Investigations and through the date possession is made available to Buyer.
D. Buyer Indemnity and Seller protection for entry upon property: Buyer shall: (i) keep the Property free and clear of liens; (ii) repair all damage arising from Buyer Investigations; and (iii) indemnify and hold Seller harmless from all resulting liability, claims, demands, damages and costs of Buyer's Investigation. Buyer shall carry, or Buyer shall require anyone acting on Buyer's behalf to carry, policies of liability, workers' compensation and other applicable insurance, defending and protecting Seller from liability for any injuries to persons or property occurring during any Buyer Investigations or work done on the Property at Buyer's direction prior to Close Of Escrow. Seller is advised that certain protections may be afforded Seller by recording a "Notice of Non-responsibility" (C.A.R. Form NNR) for Buyer Investigations and work done on the Property at Buyer's direction. Buyer's obligations under this paragraph shall survive the termination or cancellation of this Agreement and Close Of Escrow.

12. SELLER DISCLOSURES; ADDENDA; ADVISORIES; OTHER TERMS:

- A. Seller Disclosures (if checked): Seller shall, within the time specified in paragraph 16A, complete and provide Buyer with a:
[X] Seller Property Questionnaire (C.A.R. Form SPQ) OR [] Supplemental Contractual and Statutory Disclosure (C.A.R. Form SSD)
B. Addenda (if checked): [] Addendum # (C.A.R. Form ADM)
[] Wood Destroying Pest Inspection and Allocation of Cost Addendum (C.A.R. Form WPA)
[] Purchase Agreement Addendum (C.A.R. Form PAA) [] Septic, Well and Property Monument Addendum (C.A.R. Form SWPI)
[] Short Sale Addendum (C.A.R. Form SSA) [] Other
C. Advisories (if checked): [X] Buyer's Inspection Advisory (C.A.R. Form BIA)
[] Probate Advisory (C.A.R. Form PAK) [X] Statewide Buyer and Seller Advisory (C.A.R. Form SBSA)
[] Trust Advisory (C.A.R. Form TA) [] REO Advisory (C.A.R. Form REO)
D. Other Terms:

13. TITLE AND VESTING:

- A. If the property is or includes real property, within the time specified in paragraph 16, Buyer shall be provided a current preliminary title report, which shall include a search of the General Index. Seller shall within 7 Days After Acceptance, give Escrow Holder a completed Statement of Information. The preliminary report is only an offer by the title insurer to issue a policy of title insurance and may not contain every item affecting title. Buyer's review of the preliminary report and any other matters which may affect title are a contingency of this Agreement as specified in paragraph 16B.
B. Title is taken in its present condition subject to all encumbrances, easements, covenants, conditions, restrictions, rights and other matters, whether of record or not, as of the date of Acceptance except: (i) monetary liens of record unless Buyer is assuming those obligations or taking the Property subject to those obligations; and (ii) those matters which Seller has agreed to remove in writing.
C. Within the time specified in paragraph 16A, Seller has a duty to disclose to Buyer all matters known to Seller affecting title, whether of record or not.
D. If the property is or includes real property, at Close Of Escrow, Buyer shall receive a grant deed conveying title (or, for stock cooperative or long-term lease, an assignment of stock certificate or of Seller's leasehold interest), including oil, mineral and water rights if currently owned by Seller. Title shall vest as designated in Buyer's supplemental escrow instructions. THE MANNER OF TAKING TITLE MAY HAVE SIGNIFICANT LEGAL AND TAX CONSEQUENCES. CONSULT AN APPROPRIATE PROFESSIONAL.
E. If the Property is or includes real property, Buyer shall receive a CLTA/ALTA Homeowner's Policy of Title Insurance. A title company, at Buyer's request, can provide information about availability, desirability, coverage, and cost of various title insurance coverages and endorsements. If Buyer desires title coverage other than that required by this paragraph, Buyer shall instruct Escrow Holder in writing and pay any increase in cost.
F. If the manufactured home is personal property, title is to be free of liens and encumbrances, recorded, filed, registered or known to Seller, unless otherwise agreed in writing. Evidence of title shall be by delivery of: (i) a duly endorsed and dated Certificate of Ownership; and (ii) a current Registration Certificate, as required by Law. If Seller is unable to deliver title as herein provided, Buyer may cancel this Agreement, and Buyer's deposit shall be returned to Buyer. Title shall vest as designated in Buyer's supplemental escrow instructions. THE MANNER OF TAKING TITLE MAY HAVE SIGNIFICANT LEGAL AND TAX CONSEQUENCES. CONSULT AN APPROPRIATE PROFESSIONAL.

14. RESIDENCY APPLICATION; PARK RULES: (i) If the Property is located on leased or rented land, obtaining residency approval is a contingency of this Agreement. Buyer shall, within 5 (or []) Days After Acceptance, submit a residency application to Park/Landlord/HOA. Buyer

Buyer's Initials (X) ()

Seller's Initials (JSC) ()



acknowledges that Seller is not assigning or subletting the space the manufactured home occupies in its present location. (II) Within the time specified in paragraph 16, Seller shall deliver to Buyer a Copy of the Park rules and regulations. Within the time specified in paragraph 16, Buyer shall Deliver to Seller Buyer's written approval of Park rules and regulations.

15. SALE OF BUYER'S PROPERTY:

A. This Agreement is NOT contingent upon the sale of any property owned by Buyer.

OR B. (If checked) The attached addendum (C.A.R. Form COP) regarding the contingency for the sale of property owned by Buyer is incorporated into this Agreement.

16. TIME PERIODS; REMOVAL OF CONTINGENCIES; CANCELLATION RIGHTS: The following time periods may only be extended, altered, modified or changed by mutual written agreement. Any removal of contingencies or cancellation under this paragraph by either Buyer or Seller must be exercised in good faith and in writing (C.A.R. Form CR or CC).

A. SELLER HAS: 7 (or 14) Days After Acceptance to Deliver to Buyer all Reports, disclosures and Information for which Seller is responsible under paragraphs 4, 8A, B and C, 7, 8A, 10A, 12A and B, 13, and 14. Buyer may give Seller a Notice to Seller to Perform (C.A.R. Form NSP) if Seller has not Delivered the items within the time specified.

B. (1) BUYER HAS: 17 (or 21) Days After Acceptance, unless otherwise agreed in writing, to:
(i) complete all Buyer Investigations; approve all disclosures, reports and other matters applicable information, which Buyer receives from Seller; and approve all other matters affecting the Property; and
(ii) Deliver to Seller Signed Copies of Statutory and Lead Disclosures Delivered by Seller in accordance with paragraph 6A.

(2) Within the time specified in 16B(1), Buyer may request that Seller make repairs or take any other action regarding the Property (C.A.R. Form RR). Seller has no obligation to agree to or respond to Buyer's requests.

(3) Within the time specified in 16B(1) (or as otherwise specified in this Agreement), Buyer shall Deliver to Seller either (i) a removal of the applicable contingency (C.A.R. Form CR), or (ii) a cancellation (C.A.R. Form CC) of this Agreement based upon a remaining contingency or Seller's failure to Deliver the specified items. However, if any report, disclosure or information for which Seller is responsible is not Delivered within the time specified in 16A, then Buyer has 5 (or _____) Days After Delivery of any such items, or the time specified in 16B(1), whichever is later, to Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement.

(4) Continuation of Contingency: Even after the end of the time specified in 16B(1) and before Seller cancels this Agreement, if at all, pursuant to 16C, Buyer retains the right to either (i) in writing remove remaining contingencies, or (ii) cancel this Agreement based upon a remaining contingency or Seller's failure to Deliver the specified items. Once Buyer's written removal of all contingencies is Delivered to Seller, Seller may not cancel this Agreement pursuant to 16C(1).

C. SELLER RIGHT TO CANCEL:

(1) Seller right to Cancel; Buyer Contingencies: If, within the time specified in this Agreement, Buyer does not in writing Deliver to Seller a removal of the applicable contingency or cancellation of this Agreement then Seller, after first Delivering to Buyer a Notice to Buyer to Perform (C.A.R. Form NBP) may cancel this Agreement. In such event, Seller shall authorize return of Buyer's deposit.

(2) Seller right to Cancel; Buyer Contract Obligations: Seller, after first Delivering to Buyer a NBP may cancel this Agreement for any of the following reasons: (i) if Buyer fails to deposit funds as required by 3A or 3B; (ii) if the funds deposited pursuant to 3A or 3B are not good when deposited; (iii) if Buyer fails to Deliver a notice of FHA or VA costs or terms as required by 3C(3) (C.A.R. Form FVA); (iv) if Buyer fails to Deliver a letter as required by 3J; (v) if Buyer fails to Deliver verification as required by 3I or 3L; (vi) if Seller reasonably disapproves of the verification provided by 3I or 3L; (vii) if Buyer fails to return Statutory and Lead Disclosures as required by paragraph 6A(2); or (viii) if Buyer fails to sign or initial a separate liquidated damages form for an increased deposit as required by paragraphs 3B and 28. In such event, Seller shall authorize return of Buyer's deposit.

(3) Notice To Buyer To Perform: The NBP shall: (i) be in writing; (ii) be signed by Seller; and (iii) give Buyer at least 2 (or 3) Days After Delivery (or until the time specified in the applicable paragraph, whichever occurs last) to take the applicable action. A NBP may not be Delivered any earlier than 2 Days Prior to the expiration of the applicable time for Buyer to remove a contingency or cancel this Agreement or meet an obligation specified in 16C(2).

D. EFFECT OF BUYER'S REMOVAL OF CONTINGENCIES: If Buyer removes, in writing, any contingency or cancellation rights, unless otherwise specified in a separate written agreement between Buyer and Seller, Buyer shall with regard to that contingency or cancellation right conclusively be deemed to have: (i) completed all Buyer Investigations, and review of reports and other applicable information and disclosures pertaining to that contingency or cancellation right; (ii) elected to proceed with the transaction; and (iii) assumed all liability, responsibility and expense for Repairs or corrections pertaining to that contingency or cancellation right, or for inability to obtain financing.

E. CLOSE OF ESCROW: Before Seller or Buyer may cancel this Agreement for failure of the other party to close escrow pursuant to this Agreement, Seller or Buyer must first Deliver to the other a demand to close escrow (C.A.R. Form DCE).

F. EFFECT OF CANCELLATION ON DEPOSITS: If Buyer or Seller gives written notice of cancellation pursuant to rights duly exercised under the terms of this Agreement, Buyer and Seller agree to Sign mutual instructions to cancel the sale and escrow and release deposits, if any, to the party entitled to the funds, less fees and costs incurred by that party. Fees and costs may be payable to service providers and vendors for services and products provided during escrow. Release of funds will require mutual Signed release instructions from Buyer and Seller, judicial decision or arbitration award. A Buyer or Seller may be subject to a civil penalty of up to \$1,000 for refusal to sign such instructions if no good faith dispute exists as to who is entitled to the deposited funds (Civil Code §1057.3).

17. REPAIRS: Repairs shall be completed prior to final verification of condition unless otherwise agreed in writing. Repairs to be performed at Seller's expense may be performed by Seller or through others, provided that the work complies with applicable Law, including governmental permit, inspection and approval requirements. Repairs shall be performed in a good, skillful manner with materials of quality and appearance comparable to existing materials. It is understood that exact restoration of appearance or cosmetic items following all Repairs may not be possible. Seller shall: (i) obtain receipts for Repairs performed by others; (ii) prepare a written statement indicating the Repairs performed by Seller and the date of such Repairs; and (iii) provide Copies of receipts and statements to Buyer prior to final verification of condition.

18. FINAL VERIFICATION OF CONDITION: Buyer shall have the right to make a final inspection of the Property within 5 (or _____) Days Prior to Close Of Escrow, NOT AS A CONTINGENCY OF THE SALE, but solely to confirm: (i) the Property is maintained pursuant to paragraph 10A; (ii)

Buyer's Initials (X) (_____)

Seller's Initials (KSC) (_____)

Reviewed by _____ Date _____



- Repairs have been completed as agreed; and (II) Seller has complied with Seller's other obligations under this Agreement.
19. **PRORATIONS OF PROPERTY TAXES AND OTHER ITEMS:** Unless otherwise agreed in writing, the following items shall be PAID CURRENT and prorated between Buyer and Seller as of Close Of Escrow: real property taxes and assessments, interest, rents, HOA regular, special, and emergency dues and assessments imposed prior to Close Of Escrow, premiums on insurance assumed by Buyer, payments on bonds and assessments assumed by Buyer, and payments on Mello-Roos and other Special Assessment District bonds and assessments that are a current lien. The following items shall be assumed by Buyer WITHOUT CREDIT toward the purchase price: prorated payments on Mello-Roos and other Special Assessment District bonds and assessments and HOA special assessments that are a current lien but not yet due. Property will be reassessed upon change of ownership. Any supplemental tax bills shall be paid as follows: (I) for periods after Close Of Escrow, by Buyer; and (II) for periods prior to Close Of Escrow, by Seller (see C.A.R. Form SPT or SBSA for further information). TAX BILLS ISSUED AFTER CLOSE OF ESCROW SHALL BE HANDLED DIRECTLY BETWEEN BUYER AND SELLER. Prorations shall be made based on a 30-day month.
20. **PROPERTY DAMAGE OR DESTRUCTION:** In the event of destruction or damage to a material part of the Property through no fault of Buyer before Buyer receives either title or possession, Seller cannot enforce this Agreement and Buyer is entitled to receive any portion of the purchase price Buyer has paid. In the event of destruction or damage to a material part of the Property through no fault of Seller after Buyer receives either title or possession, Buyer is not relieved of the obligation to purchase under this Agreement, and Buyer is not entitled to recover any portion of the purchase price Buyer has paid.
21. **SELECTION OF SERVICE PROVIDERS:** Brokers do not guarantee the performance of any vendors, service or product providers ("Providers"), whether referred by Broker or selected by Buyer, Seller or other person. Buyer and Seller may select ANY Providers of their own choosing.
22. **MULTIPLE LISTING SERVICE ("MLS"):** Brokers are authorized to report to the MLS a pending sale and, upon Close Of Escrow, the sales price and other terms of this transaction shall be provided to the MLS to be published and disseminated to persons and entities authorized to use the information on terms approved by the MLS.
23. **EQUAL HOUSING OPPORTUNITY:** The Property is sold in compliance with federal, state and local anti-discrimination Laws.
24. **ATTORNEY FEES:** In any action, proceeding, or arbitration between Buyer and Seller arising out of this Agreement, the prevailing Buyer or Seller shall be entitled to reasonable attorney fees and costs from the non-prevailing Buyer or Seller, except as provided in paragraph 29A.
25. **DEFINITIONS:** As used in this Agreement:
- A. "Acceptance" means the time the offer or final counter offer is accepted in writing by a party and is delivered to and personally received by the other party or that party's authorized agent in accordance with the terms of this offer or a final counter offer.
 - B. "C.A.R. Form" means the specific form referenced or another comparable form agreed to by the parties.
 - C. "Close Of Escrow" means the date the grant deed, or other evidence of transfer of title, is recorded.
 - D. "Copy" means copy by any means including photocopy, NCR, facsimile and electronic.
 - E. "Days" means calendar days. However, after Acceptance, the last Day for performance of any act required by this Agreement (including Close Of Escrow) shall not include any Saturday, Sunday, or legal holiday and shall instead be the next Day.
 - F. "Days After" means the specified number of calendar days after the occurrence of the event specified, not counting the calendar date on which the specified event occurs, and ending at 11:59 PM on the final day.
 - G. "Days Prior" means the specified number of calendar days before the occurrence of the event specified, not counting the calendar date on which the specified event is scheduled to occur.
 - H. "Deliver", "Delivered" or "Delivery", regardless of the method used (i.e. messenger, mail, email, fax, other), means and shall be effective upon (i) personal receipt by Buyer or Seller or the individual Real Estate Licensee for that principal as specified in paragraph D of the section titled Real Estate Brokers on page 10;
OR (ii) if checked, per the attached addendum (C.A.R. Form RDN).
 - I. "Electronic Copy" or "Electronic Signature" means, as applicable, an electronic copy or signature complying with California Law. Buyer and Seller agree that electronic means will not be used by either party to modify or alter the content or integrity of this Agreement without the knowledge and consent of the other party.
 - J. "Law" means any law, code, statute, ordinance, regulation, rule or order, which is adopted by a controlling city, county, state or federal legislative, judicial or executive body or agency.
 - K. "Repairs" means any repairs (including pest control), alterations, replacements, modifications or retrofitting of the Property provided for under this Agreement.
 - L. "Signed" means either a handwritten or electronic signature on an original document, Copy or any counterpart.
26. **BROKER COMPENSATION:** Seller or Buyer, or both, as applicable, agrees to pay compensation to Broker as specified in a separate written agreement between Broker and that Seller or Buyer. Compensation is payable upon Close Of Escrow, or if escrow does not close, as otherwise specified in the agreement between Broker and that Seller or Buyer.
27. **JOINT ESCROW INSTRUCTIONS TO ESCROW HOLDER:**
- A. The following paragraphs, or applicable portions thereof, of this Agreement constitute the joint escrow instructions of Buyer and Seller to Escrow Holder, which Escrow Holder is to use along with any related counter offers and addenda, and any additional mutual instructions to close the escrow: 1, 3, 4, 6C, 12B and D, 13, 15B, 16F, 19, 25, 26, 27, 31, 33, and paragraph D of the section titled Real Estate Brokers on page 8. If a Copy of the separate compensation agreement(s) provided for in paragraph 26, or paragraph D of the section titled Real Estate Brokers on page 9 is deposited with Escrow Holder by Broker, Escrow Holder shall accept such agreement(s) and pay out from Buyer's or Seller's funds, or both, as applicable, the respective Broker's compensation provided for in such agreement(s). The terms and conditions of this Agreement not specifically referenced above in the specified paragraphs are additional matters for the information of Escrow Holder, but about which Escrow Holder need not be concerned. Buyer and Seller will receive Escrow Holder's general provisions directly from Escrow Holder and will execute such provisions upon Escrow Holder's request. To the extent the general provisions are inconsistent or conflict with this Agreement, the general provisions will control as to the duties and obligations of Escrow Holder only. Buyer and Seller will execute additional instructions, documents and forms provided by Escrow Holder that are reasonably necessary to close the escrow.

Buyer's Initials ([Signature]) (_____)

Seller's Initials (KSC) (_____)



- B. A Copy of this Agreement shall be delivered to Escrow Holder within 3 business days after Acceptance (or _____). Escrow Holder shall provide Seller's Statement of Information to Title company when received from seller. Buyer and Seller authorize Escrow Holder to accept and rely on Copies and Signatures as defined in this Agreement as originals, to open escrow and for other purposes of escrow. The validity of this Agreement as between Buyer and Seller is not affected by whether or when Escrow Holder Signs this Agreement.
 - C. Brokers are a party to the Escrow for the sole purpose of compensation pursuant to paragraph 26 and paragraph D of the section titled Real Estate Brokers on page 9. Buyer and Seller Irrevocably assign to Brokers compensation specified in paragraph 26, respectively, and Irrevocably instruct Escrow Holder to disburse those funds to Brokers at Close Of Escrow or pursuant to any other mutually executed cancellation agreement. Compensation instructions can be amended or revoked only with the written consent of Brokers. Buyer and Seller shall release and hold harmless Escrow Holder from any liability resulting from Escrow Holder's payment to Broker(s) of compensation pursuant to this Agreement. Escrow Holder shall immediately notify Brokers: (i) if Buyer's initial or any additional deposit is not made pursuant to this Agreement, or is not good at time of deposit with Escrow Holder; or (ii) if either Buyer or Seller instruct Escrow Holder to cancel escrow.
 - D. A Copy of any amendment that affects any paragraph of this Agreement for which Escrow Holder is responsible shall be delivered to Escrow Holder within 2 business days after mutual execution of the amendment.
28. **LIQUIDATED DAMAGES:** If Buyer fails to complete this purchase because of Buyer's default, Seller shall retain, as liquidated damages, the deposit actually paid. If the Property is a dwelling with no more than four units, one of which Buyer intends to occupy, then the amount retained shall be no more than 3% of the purchase price. Any excess shall be returned to Buyer. Release of funds will require mutual, Signed release Instructions from both Buyer and Seller, judicial decision or arbitration award. **AT THE TIME OF THE INCREASED DEPOSIT BUYER AND SELLER SHALL SIGN A SEPARATE LIQUIDATED DAMAGES PROVISION FOR ANY INCREASED DEPOSIT (C.A.R. FORM RID).**

Buyer's Initials <u>[Signature]</u>	Seller's Initials _____
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29. DISPUTE RESOLUTION:

A. **MEDIATION:** Buyer and Seller agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action. Buyer and Seller also agree to mediate any disputes or claims with Broker(s), who, in writing, agree to such mediation prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. Mediation fees, if any, shall be divided equally among the parties involved. If, for any dispute or claim to which this paragraph applies, any party (i) commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to that party in any such action. **THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED.** Exclusions from this mediation agreement are specified in paragraph 29C.

B. **ARBITRATION OF DISPUTES:**

Buyer and Seller agree that any dispute or claim in Law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. Buyer and Seller also agree to arbitrate any disputes or claims with Broker(s), who, in writing, agree to such arbitration prior to, or within a reasonable time after, the dispute or claim is presented to the Broker. The arbitrator shall be a retired judge or justice, or an attorney with at least 5 years of residential real estate Law experience, unless the parties mutually agree to a different arbitrator. The parties shall have the right to discovery in accordance with Code of Civil Procedure §1283.05. In all other respects, the arbitration shall be conducted in accordance with Title 9 of Part 3 of the Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction. Enforcement of this agreement to arbitrate shall be governed by the Federal Arbitration Act. Exclusions from this arbitration agreement are specified in paragraph 29C.

"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."

"WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."

Buyer's Initials <u>[Signature]</u>	Seller's Initials <u>KSC</u>
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C. **ADDITIONAL MEDIATION AND ARBITRATION TERMS:**

- (1) **EXCLUSIONS:** The following matters shall be excluded from mediation and arbitration: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage or installment land sale contract as defined in Civil Code §2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic's lien; and (iv) any matter that is within the jurisdiction of a probate, small claims or bankruptcy court. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a waiver or violation of the mediation and arbitration provisions.
- (2) **BROKERS:** Brokers shall not be obligated or compelled to mediate or arbitrate unless they agree to do so in writing. Any Broker(s) participating in mediation or arbitration shall not be deemed a party to the Agreement.

Buyer's Initials ([Signature]) (_____)

Seller's Initials (KSC) (_____)



198 MacIver St. #9
Property Address: Bishop, Ca 93514

Date: January 24, 2014

30. TERMS AND CONDITIONS OF OFFER:

This is an offer to purchase the Property on the above terms and conditions. The liquidated damages paragraph or the arbitration of disputes paragraph is incorporated in this Agreement if initiated by all parties or if incorporated by mutual agreement in a counter offer or addendum. If at least one but not all parties initial such paragraph(s), a counter offer is required until agreement is reached. Seller has the right to continue to offer the Property for sale and to accept any other offer at any time prior to notification of Acceptance. If this offer is accepted and Buyer subsequently defaults, Buyer may be responsible for payment of Brokers' compensation. This Agreement and any supplement, addendum or modification, including any Copy, may be Signed in two or more counterparts, all of which shall constitute one and the same writing.

31. TIME OF ESSENCE; ENTIRE CONTRACT; CHANGES: Time is of the essence. All understandings between the parties are incorporated in this Agreement. Its terms are intended by the parties as a final, complete and exclusive expression of their Agreement with respect to its subject matter, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. If any provision of this Agreement is held to be ineffective or invalid, the remaining provisions will nevertheless be given full force and effect. Except as otherwise specified, this Agreement shall be interpreted and disputes shall be resolved in accordance with the laws of the State of California. Neither this Agreement nor any provision in it may be extended, amended, modified, altered or changed, except in writing Signed by Buyer and Seller.

32. EXPIRATION OF OFFER: This offer shall be deemed revoked and the deposit shall be returned unless the offer is Signed by Seller and a Copy of the Signed offer is personally received by Buyer, or by Claudia Alexander/Nancy Lowthorp Team, who is authorized to receive it by 5:00 PM on the third Day after this offer is signed by Buyer.

(or, if checked, by _____ AM PM, on _____ (date)).

Buyer has read and acknowledges receipt of a Copy of the offer and agrees to the above confirmation of agency relationships.

Date 01-24-14

Date 01/24/2014

BUYER [Signature]

BUYER _____

Greg Beach
(Print name)

(Print name)

(Address)

Additional Signature Addendum attached (C.A.R. Form ASA).

33. ACCEPTANCE OF OFFER: Seller warrants that Seller is the owner of the Property, or has the authority to execute this Agreement. Seller accepts the above offer, agrees to sell the Property on the above terms and conditions, and agrees to the above confirmation of agency relationships. Seller has read and acknowledges receipt of a Copy of this Agreement, and authorizes Broker to Deliver a Signed Copy to Buyer.

(If checked) SUBJECT TO ATTACHED COUNTER OFFER (C.A.R. Form CO) DATED 1/27/2014

Date 1/27/2014

Date _____

SELLER [Signature]

SELLER _____

KEITH CALDWELL
(Print name)

(Print name)

377 W LINE ST BISHOP CA 93514
(Address)

Additional Signature Addendum attached (C.A.R. Form ASA).

(_____ / _____) CONFIRMATION OF ACCEPTANCE: A Copy of Signed Acceptance was personally received by Buyer or Buyer's authorized agent on _____ (date) at _____ AM PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by Buyer or Buyer's authorized agent whether or not confirmed in this document. Completion of this confirmation is not legally required in order to create a binding Agreement; it is solely intended to evidence the date that Confirmation of Acceptance has occurred.

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525 South Virgil Avenue, Los Angeles, California 90020

Reviewed by _____ Date _____



MHPA REVISED 4/13 (PAGE 9 OF 10)

MANUFACTURED HOME PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (MHPA PAGE 9 OF 10)

Greg Beach

REAL ESTATE BROKERS:

- A. Real Estate Brokers are not parties to the Agreement between Buyer and Seller.
- B. Agency relationships are confirmed as stated in paragraph 2 above.
- C. If specified in paragraph 3A(2), Agent who submitted offer for Buyer acknowledges receipt of deposit.
- D. **COOPERATING BROKER COMPENSATION:** Listing Broker agrees to pay Cooperating Broker (Selling Firm) and Cooperating Broker agrees to accept, out of Listing Broker's proceeds in escrow: (I) the amount specified in the MLS, provided Cooperating Broker is a Participant of the MLS in which the property is offered for sale or a reciprocal MLS; or (II) (if checked) the amount specified in a separate written agreement (C.A.R. Form CBC) between Listing Broker and Cooperating Broker. Declaration of License and Tax (C.A.R. Form DLT) may be used to document that tax reporting will be required or that an exemption exists.

Real Estate Broker (Selling Firm) Coldwell Banker LRA BRE Lic. # 01050199
 By Claudia Alexander/LowthorpTeam BRE Lic. # 01895200 Date _____
 Address 370 W. Line Street City Bishop State Ca Zip 93514
 Telephone _____ Fax (760) 873-4875 E-mail lowthorp@qnet.com

Real Estate Broker (Listing Firm) Coldwell Banker LRA BRE Lic. # _____
 By ROSS CORNIE BRE Lic. # 01857809 Date 1/27/14
 Address _____ City _____ State _____ Zip _____
 Telephone _____ Fax _____ E-mail _____

ESCROW HOLDER ACKNOWLEDGMENT:

Escrow Holder acknowledges receipt of a Copy of this Agreement, (if checked, a deposit in the amount of \$ _____), counter offer(s) numbered _____ Seller's Statement of Information and Other _____, and agrees to act as Escrow Holder subject to paragraph 27 of this Agreement, any supplemental escrow instructions and the terms of Escrow Holder's general provisions, if any.

Escrow Holder is advised that the date of Confirmation of Acceptance of the Agreement as between Buyer and Seller is _____.

Escrow Holder _____ Escrow # _____
 By _____ Date _____
 Address _____
 Phone/Fax/E-mail _____

Escrow Holder is licensed by the California Department of Corporations, Insurance, Real Estate. License # _____

PRESENTATION OF OFFER: (RBH) Listing Broker presented this offer to Seller on 1/27/14 (date).
 Broker or Designee Initials

REJECTION OF OFFER: (_____) No counter offer is being made. This offer was rejected by Seller on _____ (date).
 Seller's Initials

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Reviewed by _____ Date _____



TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: SEWER PLANT PONDS EVALUATION

DATE: FEBRUARY 10, 2014

Attachments:

- Staff Memo,
- H&S Environmental, L.L.C. Invoice

BACKGROUND/SUMMARY

The sewer ponds and the treatment of its wastewater are important parts of the City's overall Sewer Plant Operations that is overseen by the City's Public Works Department. All sewage from the City is treated and discharged according to State requirements.

H&S has provided a cost of \$4,349 to the City for the evaluation of the sewer ponds. This cost will be budgeted in Sewer – Professional and Technical.

RECOMMENDATION

City Council consideration to approve the contract with H&S Environmental to evaluate the sewer ponds in the amount not to exceed \$4,349 and consideration to authorize the necessary budget adjustments.



To: Keith Caldwell, City Administrator *KAC*
From: Deston Dishion, Public Works Superintendent *D.D.L.*
Subject: Approve Sewer Plant Ponds Evaluation
Date: 30 January 2014

General:

Public Works recommends the City Council approve a contract with H & S Environmental for the performance evaluation of the sewer ponds.

Background:

Public Works strives to discharge water from the sewer ponds at the highest quality possible. In recent months it has come to our attention that we may be able to reduce Ammonia and Nitrates in the discharge water that irrigates the Sewer Pond Pasture. The pond system and its treatment potential is an important part of our treatment process and have been in use for many decades. However, the removal of Nitrates and Ammonia were not considered when the ponds were originally designed. For that reason it is proposed to evaluate the ponds and potential modifications that can be made to reduce Ammonia and Nitrates. This evaluation will also benefit the ongoing cooperation effort between the City and the Eastern Sierra Community Service District.

H & S Environmental of Mesa, Arizona is one of the world's authorities on sewer ponds and has previously been successful working with the Public Works Department in 2012. H & S estimates that they can perform this evaluation of the ponds at a cost of \$4,349. See attached estimate.

The evaluation should be charged to sewer Professional and Technical, Line Item 002-051-52015. The funds for this evaluation are not specifically called out in the 2013/2014 budget but sufficient funds are available in sewer Professional Technical. The cash balance in that Line Item is about \$70,000 to date.

Recommendation:

That the City Council approve a contract with H & S Environmental to evaluate the sewer ponds, in the amount not to exceed \$4,349 based on the attached estimate and authorize the necessary budget adjustments.

H & S Environmental, L.L.C.

INVOICE

2122 E. Leland Circle
 Mesa, AZ 85213
 Phone (480) 274-8410 Fax (480) 833-0807



DATE: January 17, 2014
INVOICE #
Customer Contact: Deston Dishion
P.O. Number Price Quote

Bill To: Deston Dishion
 City of Bishop
 377 West Line Street, P. O. Box 1236
 Bishop, California 93515

Ship To: Deston Dishion
 City of Bishop
 377 West Line Street, P. O. Box 1236
 Bishop, California 93515

760-873-8458

760-873-8458

Comments or Special instructions:
 To OK this service please sign and Fax back to: 1 (480) 833-0807

Price Quote for Lagoon System Ammonia and Nitrate Removal Optimization

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Ammonia and Nitrate Removal Optimization Evaluation This is a Price Quote Only This is a price quotation for the service of analyzing the City of Bishop's lagoon system to provide optimization and operational recommendations for the purpose of optimizing ammonia and nitrate removal. This evaluation entails an on site visit, evaluating operating and testing procedures, testing the lagoon while there, compiling & analyzing operating data, and summarizing findings in a written report with recommendations. This cost includes all travel expenses and five (5) hours of phone followup good through March 2016.	\$ 4,349.00	\$ 4,349.00
Please sign below to OK this service email to hssenvironmental@earthlink.net or fax to (480) 833-0807		SUBTOTAL	\$ 4,349.00
		TAX RATE	0.00%
		SALES TAX	
_____ Date: _____		SHIPPING & HANDLING	
Signed by:		TOTAL	\$ 4,349.00

If you have any questions concerning this price quote, contact Steve Harris, (480) 274-8410
hssenvironmental@earthlink.net

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR

SUBJECT: SCADA CONTRACT CORRECTION *KSC*
OP

DATE: FEBRUARY 10, 2014

ATTACHMENTS:

- Staff Memo

BACKGROUND/SUMMARY

Public Works Director Grah provides information of an error found in the not-to-exceed figures used in Amendments 4 and 5 to the contract with Stantec for the Supervisory Control and Data Acquisition (SCADA) system which automates the monitoring and control of the water and sewer systems.

Director Grah provides an outline in his staff memo of the incorrect values that should be corrected.

RECOMMENDATION

Council consideration to approve the corrected not-to-exceed amount of \$243,096.00 for the contract with Stantec for the SCADA project, including amendments 1 through 5.



To: Keith Caldwell, City Administrator *KSC*
From: David Grah, Director of Public Works *DG*
Subject: SCADA Contract Not To Exceed Correction
Date: 30 January 2014
Previous: 23 December 2013, 18 June 2013, 7 June 2012, 1 November 2011,
20 October 2010, 31 August 2010, 2 March 2010, 3 September 2009
Funding: Water and Sewer Capital Improvements

General:

An error has been found in the not-to-exceed figures used in Amendments 4 and 5 to the contract with Stantec for SCADA.

Background:

In March 2010 the city entered a contract with Ecologic to implement Supervisory Control and Data Acquisition (SCADA) for its water system. Ecologic was subsequently acquired by Stantec Incorporated and work under the contract continued with Stantec. The original contract has been amended five times as SCADA has been implemented more widely in the water and sewer systems. A sixth amendment to the contract extended the contract term through the end of the current fiscal year and did not include anything about cost of a not to exceed amount. The scope of the amendments are within the overall scope of the original contract.

A math error was found in the calculation of the not-to-exceed amounts for Amendment 4. That incorrect not-to-exceed amount was used in calculating the new not-to-exceed amount for Amendment 5 so the Amendment 5 total was incorrect as well. The correct and incorrect values are as follows:

Document	Amount	Correct	Incorrect
Contract	\$98,000.00	\$98,000.00	\$98,000.00
Amendment 1	\$11,803.00	\$109,803.00	\$109,803.00
Amendment 2	\$48,719.00	\$158,522.00	\$158,522.00
Amendment 3	\$19,833.00	\$178,355.00	\$178,355.00
Amendment 4	\$36,241.00	\$214,596.00	\$210,154.00
Amendment 5	\$28,500.00	\$243,096.00	\$238,654.00

Recommendation:

Approve corrected \$243,096.00 not-to-exceed amount for the contract with Stantec for SCADA project, including amendments 1 through 5.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*
PP

SUBJECT: ADOPTION OF FINAL BUDGET FISCAL YEAR 2013-2014

DATE: FEBRUARY 10, 2014

Attachments: Under separate cover -

- City of Bishop Final Budget for Fiscal Year 2013-2014

BACKGROUND/SUMMARY

Under separate cover you will find the City of Bishop Final Budget for the Fiscal Year 2013-2014. We present the final budget after the 2012-2013 fiscal year audit in order to make the appropriate adjustments presented in the audits.

This final budget reflects expenditures projected in the Preliminary budget adopted November 12, 2013 and updated with audited actual from Fiscal Year 2012-2013. The City of Bishop continues to maintain financial viability while providing essential services to the citizenry.

The Fiscal Year 2013-2014 final budget revenues are estimated at \$10,522,683 with final budget expenditures estimated at \$11,052,232. 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.

RECOMMEDATION

Review the City of Bishop Fiscal Year 2013-2014 Final Budget for adoption.

"SMALL TOWN WITH A BIG BACKYARD"



COUNCIL AGENDA PACKET

JANUARY 27, 2014



CITY OF BISHOP

CITY COUNCIL MEETING

REVISED AGENDA

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

NOTICES TO THE PUBLIC

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

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

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

MONDAY, JANUARY 27, 2014
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.

DEPARTMENT HEAD REPORTS

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

CHAMBER OF COMMERCE & VISITORS BUREAU UPDATE – Executive Director Tawni Thomson

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.

(1)

FOR APPROVAL/FILING

Minutes

(a) Council Budget Workshop (7) – January 10, 2014

(b) Study Session – January 13, 2014

(c) Council Meeting – January 13, 2014

Report

(d) Personnel Status Change Report

FOR INFORMATION/FILING

Reports

- (e) Public Works Report – September 2013
- (f) Public Works Report – October 2013
- (g) Public Works Report – November 2013
- (h) Public Works Report – December 2013

Agendas

- (i) Water and Sewer Commission Meeting Agenda – January 14, 2014
- (j) Planning Commission Meeting Agenda – January 28, 2014

OLD BUSINESS

- (2) **RESOLUTION TO ESTABLISH SUPPORT FOR SENATE BILL 405 (PADILLA) TO PHASE OUT SINGLE-USE PLASTIC BAGS IN CALIFORNIA** - Council consideration to adopt a resolution to establish support for Senate Bill 405 (Padilla) that would prohibit grocery stores, large retailers, convenience stores, and food marts from providing free single-use plastic bags to consumers, and require those stores to have reusable bags available for purchase – Administration/Council.

PUBLIC HEARING

- (3) **PROPOSED ORDINANCE RELATING TO A CHANGE IN TIME OF REGULAR MEETINGS** – A public hearing will be held to give citizens an opportunity to make their comments known regarding a change in time of regular meetings.

NEW BUSINESS

- (4) **PROPOSED ORDINANCE RELATING TO A CHANGE IN TIME OF REGULAR MEETINGS** – Council consideration to approve the first reading/introduction of an ordinance amending Section 2.04.020 of Chapter 2.04 City Council of the Bishop Municipal Code, to change the time of regular meetings from seven o'clock p.m. to one o'clock p.m. and Study Sessions for such regular meetings from four o'clock p.m. to ten o'clock a.m. on the second and fourth Mondays of each month – Administration.
- (5) **RESOLUTION TO ESTABLISH THE CITY OF BISHOP AS A HEALTHY EATING ACTIVE LIVING (HEAL) CITY** – Council consideration to adopt the proposed Healthy Eating Active Living (HEAL) resolution – Community Services.
- (6) **MAMMOTH LAKES HOUSING, INC. CONSULTING AGREEMENT** - Consideration to approve a consulting agreement with Mammoth Lakes Housing, Inc. for professional services relating to state-required annual and semi-annual reporting and monitoring for Community Development Block Grant (CDBG) 09-STBG-6407 – Administration.
- (7) **WAIVE HIRING FREEZE TO HIRE RESERVE OFFICERS** - Council consideration to waive the hiring freeze and authorize the hiring of reserve officers to assist the Bishop Police Department – Police.
- (8) **REPAIR PUBLIC WORKS DEPARTMENT FORD 550 TRUCK** – Council consideration to approve the repairs needed for the Public Works Department Ford 550 Truck – Public Works.
- (9) **BUDGET ADJUSTMENTS/TRANSFERS** - Council consideration to approve budget adjustments/transfers for Fiscal Year 2013-2014 through December 31, 2013 – Administration/Finance.
- (10) **FINAL BUDGET FISCAL YEAR 2013-2014** - Council consideration to approve the final budget fiscal year 2013-2014 – Administration/Finance.
- (11) **FINANCIAL STATEMENT/AUDITS FOR FISCAL YEAR 2012-2013** – Consideration to approve the City of Bishop Final Financial Statement/Audits for Fiscal Year 2012-2013 – Administration/Finance.

- (12) SUNRISE MOBILE HOME PARK AUDIT FOR FISCAL YEAR 2012-2013 – Consideration to approve the Bishop Sunrise Mobile Home Park Final Audit for Fiscal Year 2012-2013 – Administration/Finance.

PRESENTATIONS

- (13) COUNCIL PRESENTATIONS - Presentations will be made to Assistant Finance Director Cheryl Solesbee for her many years of public service to the City of Bishop. Refreshments will be served following the presentations and adjournment.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

Monday, February 10, 2014 – 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers

Wednesday, February 19 – 2:30 p.m. Council Budget Workshop (8) – Executive Conference Room

Monday, February 24, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers

Monday, March 10, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers

Monday, March 24, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers



CITY OF BISHOP

STUDY SESSION AGENDA

Council Chambers - 301 West Line Street - Bishop, California

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, JANUARY 27, 2014

4:00 p.m.

CALL TO ORDER

ROLL CALL

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

SCHEDULED DISCUSSION

1. Housing Element Update
2. Current 7:00 p.m. agenda items
3. Future agenda items
4. Department Head Reports

DISCUSSION

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

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

AGENDA PLANNING FOR UPCOMING MEETINGS

JANUARY 27, 2013
STUDY SESSION
DISCUSSION ITEM # 3

MONDAY – FEBRUARY 10, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented March 10
- Discuss monitoring of speed on Elm Street – Scott Patterson

7:00 PM

- Share recorded City of Bishop map – Kammi Foote
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Enforcement Quarterly Report – Planning
- Consideration to approve advertising Pine to Park Project - Planning
- ORDINANCE – to change Council meeting times – second reading and adoption – Administration
- Public Hearing – water and sewer rates – Public Works
- Public Hearing – Prop 4
- Adoption – Prop 4
- Tree City USA – Community Services

MONDAY – FEBRUARY 24, 2014 MEETINGS

4:00 PM

- CLOSED SESSION – Review City Attorney Request for Proposals received

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Consideration to approve the City of Bishop's Policy and Guidelines on the use of Electronic Communication Systems – Administration

MONDAY – MARCH 10, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Consideration to approve Request for Proposal for City Attorney

1/23/2014 9:00 AM

MONDAY – MARCH 24, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Consideration to award the Pine to Park Path Construction Bid – Public Works

MONDAY – APRIL 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Public Hearing – Fees and Charges for City Services FY 2014-2015

MONDAY – APRIL 28, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Resolution adopting Fees and Charges for City Services FY 2014-2015

MONDAY – MAY 12, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented June 9

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Enforcement Quarterly Report – Planning

TUESDAY – MAY 27, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JUNE 9, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

1/23/2014 9:00 AM

- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Vehicle Fuel Supply – (Ends 6/30/14)

MONDAY – JUNE 23, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JULY 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

MONDAY – JULY 28, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – AUGUST 11, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented September 8

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Enforcement Quarterly Report – Planning

MONDAY – AUGUST 25, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Waste Disposal Services (Ends 9/9/14)

MONDAY – SEPTEMBER 8, 2014 MEETINGS

4:00 PM

- Discuss and set dates for Budget Hearings

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

1/23/2014 9:00 AM

- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Request to advertise for bids for Propane Provider (Ends 10/31/14)

MONDAY – SEPTEMBER 22, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

TUESDAY – OCTOBER 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Award bid – Propane Provider (Effective 11/1/2014)

MONDAY – OCTOBER 27, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – NOVEMBER 10, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented December 8

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Enforcement Quarterly Report – Planning
- Adoption of Preliminary 2015-2016 Budget - Finance
- State of the City 2013-2014 – Administration (K.Caldwell)
- Reorganization – Selection of Mayor and Mayor Pro Tem – FOLLOWING 2014 ELECTION
- Review of Mayoral Committee Appointments – FOLLOWING 2014 ELECTION

MONDAY – NOVEMBER 24, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – DECEMBER 8, 2014 MEETINGS

4:00 PM

1/23/2014 9:00 AM

-

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Resolution declaring the results of the November 4, 2014 election for 2 Council Members and City Treasurer
- Certificates of Election / Oath of Office
- Reorganization – Selection of Mayor and Mayor Pro Tem

MONDAY – DECEMBER 22, 2014 MEETINGS

TYPICALLY CANCELLED

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JANUARY 12, 2015 MEETINGS

4:00 PM

-

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)

MONDAY – JANUARY 26, 2015 MEETINGS

4:00 PM

-

7:00 PM

-

CITY OF BISHOP
CITY COUNCIL MINUTES
BUDGET WORKSHOP
JANUARY 10, 2014

1a

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council Budget Workshop to order at 9:03 a.m. in the Executive Conference Room 377 West Line Street, Bishop, California.

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

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, Interim City Attorney
Lorraine Ray, Assistant Finance Director
Ray Seguine, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Bryan Rossy, Police Officer
David Jepson, Police Officer
Pam Galvin, Police Services Secretary/Records Supervisor
Several other members from the public

PUBLIC COMMENT Mayor Ellis announced the public comment period. No public comment was provided.

OLD BUSINESS Discussion was held on the following agenda items:

DISCUSS TAXES
(1) City Administrator Caldwell introduced the first item for discussion, Taxes. Councilmember Stottlemyre reviewed with Council the taxes previously discussed: 1) Transaction Use Tax (TUT) and 2) Transient Occupancy Tax (TOT). Interim City Attorney Peter Tracy gave an overview on how these taxes may be proposed and how they are limited to certain restrictions. After a discussion on current and future city and state taxes, a discussion ensued on the possibility of hiring a consultant to review the plausibility of passing an increase in a tax such as a Transaction Use Tax (TUT). City Administrator Caldwell was asked to report back to Council on several possible consultants and their costs.

DISCUSS INFORMATION TECHNOLOGY
(2) Councilmember Glidewell gave Council a brief overview of his current research on tablets/workbooks that he has done so far. Staff reported on the current bids received for the HP Envy notebooks. Council then discussed where they could make cuts in their budget to purchase these tablets/workbooks for Council. After a brief discussion, it was agreed that they would look for

cuts in their travel and meeting expenses, as well as in other expenses and costs such as eliminating certain Council benefits.

**COUNCIL MEETINGS –
CHANGE IN HOURS
HELD
(3)**

City Administrator Caldwell reviewed this item with Council. An ordinance will be required to change the hours of the Council meetings and therefore it will not take effect until March or April. The staff's reduction in overtime cost by changing the meeting hours to regular work hours was also discussed. After a brief discussion of the exact times that Council felt they should schedule their regular meetings, it was agreed that they would still meet twice a month, the second and fourth Mondays of each month, and that they would like to start their Study Sessions at 10:00 a.m. and start their Regular Meetings at 1:00 p.m. Council then directed staff to place this item on the January 27, 2014 Council meeting agenda.

**FRANCHISE
AGREEMENTS – UPDATE
(4)**

City Administrator Caldwell and Interim City Attorney Tracy reviewed the current franchise agreements that the City currently has with Suddenlink and Southern California Edison. They also reviewed with Council the fact that the City does not have a franchise agreement with Los Angeles Department of Water and Power (LADWP) because it would be illegal. Due to past court cases and appeals, the City is restricted to engage in a franchise agreement with a private organization (such as LADWP) and therefore the City has ended up with no jurisdiction in this matter.

BREAK

The meeting was recessed at 10:39 a.m. and Mayor Pro Tem Ellis reconvened the meeting at 10:52 a.m.

NEW BUSINESS

**REVIEW OF CITY
PROPERTIES AND ITS
USES
(5)**

Public Works Director Grah presented Council with a map of the City of Bishop and highlighted the properties that the City currently owns or leases. He then reviewed each City property with Council and its present zoning and use. Council then discussed whether there were possibly better uses of these properties that could economically benefit the public as a whole. After a thorough discussion, Council asked staff to continue to review the City's properties for areas that the City could either sell or lease property, make available for a possible satellite business, or for a more economical use.

**WATER & SEWER FEE
DISCOUNTS
(6)**

Public Works Director Grah presented Council with two water and sewer fee discount requests that have come forward to the Water and Sewer Commission: 1) The Bishop Lions Club is requesting a discount in the water and sewer fees for the Boy Scouts Building on West Line Street; and 2) Review of the current discount rates given under the City's Low Income and Senior Discount Program.

Bishop Lions Club representative AJ Hooper was present to discuss their current situation in paying the water and sewer fees for the Boy Scouts Building on West Line Street. After a brief discussion, City Administrator Caldwell said he would work with

the Bishop Lions Club to investigate alternate locations for the Boy Scouts and will report his discussions with the Bishop Lions Club back to the Water and Sewer Commission for their information. It was also suggested that the Bishop Lions Club be prepared to address Council for assistance, if needed, at the next scheduled Community Promotions Budget Hearings.

The City's Low Income and Senior Discount in Water and Sewer Fees were discussed. It was explained that this discount is required to be subsidized by the City's General Fund. Discussions on changes to the Low Income and Senior Discount Program will be brought to the Water and Sewer Commission for review.

**REVIEW OF CITY
COUNCIL BUDGET
(7)**

In order to fund Information Technology improvements and to create a savings to the City's overall budget, Council agreed to review their current budget. Council asked staff to prepare a list of all meetings that the Council is invited to attend. Council will review this list to see what meetings could be reduced or cut from their budget.

**SOLAR PROJECTS AND
RELATED ENERGY COST
SAVINGS
(8)**

Mayor Ellis reviewed Council's request to start looking into solar projects and how other agencies have successfully accomplished new solar projects. Public Works Director Grah reported that he has started discussions with the County of Inyo in regards to solar project funding. Councilmember Glidewell reported that Mammoth Community Water District welcomes staff and/or Council to a tour of their solar project. After a discussion on possible solar projects in the area (i.e. Solar energy at the City Pool, City Sewer System, or for the operation of city lights on Warren Street), Council asked that staff continue to see what options are available to the City of Bishop and the opportunities that may become available through collaboration with other agencies.

**SCHEDULE NEXT
BUDGET WORKSHOP
(9)**

It was agreed that the next Budget Workshop will be held on Wednesday, February 19, 2014 from 2:30 p.m. – 4:30 p.m. in the Executive Conference Room. Topics for discussion at the next Budget Workshop will be addressed at the January 27, 2014 Study Session.

ADJOURNMENT

Mayor Ellis adjourned the meeting at 12:01 p.m. to the Study Session scheduled for Monday, January 13, 2014 at 4:00 p.m. in the City Council Chambers.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

1b

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
JANUARY 13, 2014

- CALL TO ORDER** Mayor Ellis called the meeting to order at 4:01 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.
- COUNCIL PRESENT** Council Members Laura Smith, David Stottlemire, Keith Glidewell
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis
- COUNCIL ABSENT** None
- OTHERS PRESENT** Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, Interim City Attorney
Lorraine Ray, Assistant Finance Director
Ray Seguine, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
- PUBLIC COMMENT** The Mayor announced the public comment period.
No public comments were provided.
- SCHEDULED DISCUSSION** Discussion was held on the following Study Session agenda items:
1. Introduction of New Assistant Finance Director City Administrator Caldwell introduced newly hired Assistant Finance Director Lorraine Ray to the City Council. Ms. Ray thanked City Administrator Caldwell for the introduction and expressed her enjoyment in working for the City of Bishop thus far. She also wanted to thank everyone for making her feel very comfortable in her new position with the City. Council welcomed Ms. Ray as the new Assistant Finance Director for the City of Bishop.
2. Discuss Speed Limit Sign on Elm Street City Administrator Caldwell introduced Bishop resident Scott Patterson to the Council to discuss the issue of speeding on Elm Street. Mr. Patterson reported that he feels people are driving too fast on Elm Street, especially when people are running late to drop off their children at school. After a lengthy discussion on speed limit signs, other slowing measures, and Mr. Patterson's observations on Elm Street, Police Chief Carter agreed to assign staff to monitor driving speeds on Elm Street. Council asked that Police Chief Carter report his findings to Council at the February 10, 2014 Study Session and to advise Bishop Unified School District Superintendent Barry Simpson of the Police Department's planned monitoring of speed on Elm Street.
3. Discuss Food Vendors City Administrator Caldwell reviewed the past complaints and issues that were received several months ago regarding the current food vendors. Further discussion on the location of food

vendors and the safety of their patrons and others ensued. To address the issue of food vendor location, staff recommends that a change to the current Outdoor Sales Ordinance be considered to give staff and/or Council the option to waive the cost of a "conditional use permit" to allow food vendors to operate on private property.

Hot Diggity Dog food vendor owners were present to make their statements on the matter. Mad Dogs food vendor owners were reported to be out of town and therefore not present to make a statement. City Administrator Caldwell will continue to work on this item.

4. Discuss letter from Philip Anaya requesting letter from Council to Southern California Edison (SCE) and Los Angeles Department of Water and Power (LADWP)

Prior to discussion on this item, Mayor Jim Ellis recused himself from discussing this item due to being a current employee of LADWP. Mayor Ellis left the Council Chambers until Council was finished discussing this item.

After Council reviewed the letter received from Philip Anaya requesting a letter from Council to SCE and LADWP, Council expressed their concerns and asked that Interim City Attorney Tracy review and advise Council on this item at the next Study Session.

5. Discuss an annual Council Workshop with Staff

Mayor Ellis presented Council with the idea of having a Council Workshop with City Staff on a regular basis. In the past, two Council members would meet with City staff in the Council Chambers to discuss any items of concern or to share what has been going on in their department. A discussion on the logistics and purpose of this workshop ensued. Council agreed to think about it further and to bring it back for discussion at a future meeting.

6. Current 7:00 p.m. agenda items

Discussion was held on the upcoming agenda items for the evening meeting. Questions were answered by staff as needed.

7. Future agenda items

The list of future agenda items was reviewed.

3. Department Head Reports

Reports were given as appropriate.

COUNCIL DISCUSSION

No comments were provided. No action was taken.

CLOSED SESSION -

Closed Session began at 5:23 p.m. Council reconvened at 6:08 p.m.

Report on Closed Session:

1. PUBLIC EMPLOYEE RELEASE
– POLICE DEPARTMENT

Council voted 5-0 to accept employee agreement for Frank Bumgardner.

2. PUBLIC EMPLOYEE
PERFORMANCE EVALUATION
PURSUANT TO GOVERNMENT
CODE § 54957 – TITLE: CITY
ADMINISTRATOR/COMMUNITY
SERVICES DIRECTOR

City Administrator Caldwell shared his plan to resign in September 2014.

ADJOURNMENT

The meeting was adjourned at 6:08 p.m. to the regular meeting scheduled at 7:00 p.m.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
JANUARY 13, 2014

1c

- CALL TO ORDER** Mayor Ellis called the meeting of the Bishop City Council to order at 7:01 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.
- INVOCATION** The invocation was given by Pastor Kent Puls of the Grace Lutheran Church followed by the Pledge of Allegiance led by Councilmember Smith.
- COUNCIL PRESENT** Councilmembers Laura Smith, David Stottlemyre
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis
- COUNCIL ABSENT** Councilmember Keith Glidewell was absent and excused.
- OTHERS PRESENT** Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, City Attorney
Lorraine Ray, Assistant Finance Director
Ray Seguine, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Deston Dishion, Public Works Superintendent
Gary Schley, Public Services Operator
- PUBLIC COMMENT** The Mayor announced the public comment period.
No public comments were provided.
- PRESENTATIONS**
- POTENTIAL INYO COUNTY COURT BUILDING IN BISHOP (1)** Administrative Office of the Courts Senior Real Estate Analyst Joanne Williamson and assigned Project Manager for the New Bishop Court House Gary Swanson reviewed with Council the selection process and funding for a new court house in Bishop. They then announced their preferred site for the new Bishop Court House located behind the current City Offices which they will continue talks with the City of Bishop in acquiring. Once the Administrative Office of the Courts approves this site, then they will want to move forward on the acquisition of property and the design phase. They shared their proposed schedule to complete the bid phase in October 2016 and complete construction in January 2017.
- Council expressed several of their concern regarding early input on the design itself and any parking concerns they may have. Staff also asked about their CEQA process. In

response, Mr. Swanson said that they want to be good neighbors. Especially since this will be Bishop's New Court House. They currently have a very preliminary foot print that could change and to address the Council's concern on parking, he referred them to the recent Parking Study given to staff for their review. It reflects a very minimum impact.

Also present at the meeting was Judge Brian Lamb, Judge Dean Stout, and Administrator Tammy Grimm. Judge Lamb asked to speak before the Council. He presented his support for the new court house in Bishop.

Council thanked Judge Lamb for his comments and thanked Ms. Williamson and Mr. Swanson for their time in presenting this information to Council. Council will look forward to their future communications.

DEPARTMENT HEAD REPORTS

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

City Administrator Caldwell shared with City Council his mixed emotions on going back to Georgia to take care of his parents and resigning as City Administrator at the end of September. Council then expressed their appreciation to Mr. Caldwell and thanked him for making Bishop a better place.

CONSENT CALENDAR (2) Motion/Smith

A motion was made by Councilmember Smith and passed 4-0 with Glidewell absent to approve the Consent Calendar as presented:

FOR APPROVAL AND FILING

- (a) Study Session – November 25, 2013
- (b) Council Meeting – November 25, 2013
- (c) Study Session – December 9, 2013
- (d) Council Meeting – December 9, 2013
- (e) Council Budget Workshop (6) – December 11, 2013
- (f) Personnel Status Change Report
- (g) Investment Portfolio – November 2013
- (h) Statement of Fund Transactions – 7/1/2013-11/30/2013
- (i) Statement of Fund Transactions – 7/1/2013-12/31/2013
- (j) Warrant Register - December 2013
- (k) Part-Time Communications Operator Job Description
- (l) Proclamation for Immediate Past League of California Cities Public Affairs Regional Manager Nancy Cisneros
- (m) Letter of Appreciation to Thomas Hardy

FOR INFORMATION/FILING

- (n) Northern Inyo Hospital Quarterly Update Report
- (o) Water Fund Monthly Balances 2013/2014
- (p) Sewer Fund Monthly Balances 2013/2014

- (q) Public Works Building Permits Report – November 2013
- (r) Public Works Building Permits Report – December 2013
- (s) Fire Activity Log –December 2013

NEW BUSINESS

**PLANNING COMMISSION
(3)
Motion/Stottlemyre**

Councilmember Stottlemyre made a motion to approve the reappointment of Darren Malloy and the appointment of Richard Distel to fill the unscheduled vacancy on the Planning Commission for the term ending November 26, 2014. Motion passed 4-0 with Glidewell absent.

**HOME STREET MIDDLE
SCHOOL SKI PROGRAM
(4)
Motion/Smith**

Councilmember Smith made a motion to approve the funding of \$1,800 to assist the Home Street Middle School Ski Program this year (FY 2013-2014) and asked that they apply for assistance at the next Community Promotions funding cycle. Motion passed 4-0 with Glidewell absent.

**SYMONS EMERGENCY
SPECIALTIES AGREEMENT
(5)
Motion/Smith**

Councilmember Smith made a motion to approve the new draft agreement with Symons Emergency Specialties for the City of Bishop Police Department to provide dispatch for Emergency Medical Services (EMS) and Ambulance services. Motion passed 4-0 with Glidewell absent.

**PURCHASE OF
TABLETS/WORKBOOKS FOR
CITY COUNCIL
(6)
Motion/Smith**

Councilmember Smith made a motion to reject the current bids received and authorize staff to purchase the tablets through the open market process. Motion passed 4-0 with Glidewell absent.

**WAIVE HIRING FREEZE FOR
SEASONAL AND SUMMER
STAFF
(7)
Motion/Stottlemyre**

Councilmember Stottlemyre made a motion to waive the hiring freeze and to authorize hiring six (6) part-time seasonal park helpers and twenty (20) aquatics personnel. Motion passed 4-0 with Glidewell absent.

**REQUEST TO ADVERTISE
FOR BIDS TO PURCHASE
AND INSTALL A BACKFLOW
RETROFIT FOR THE FIRE
MAIN AT CITY HALL
(8)
Motion/Stottlemyre**

Councilmember Stottlemyre made a motion to authorize the advertisement for bids for the purchase and installation of a backflow retrofit for City Hall. Motion passed 4-0 with Glidewell absent.

**SEWER PONDS PASTURE
LEASE EXTENSION (2)
(9)
Motion/Gardner**

Mayor Pro Tem Gardner made a motion to approve the execution of a one year lease extension for the Sewer Ponds Pasture with Roy Boothe. Motion passed 4-0 with Glidewell absent.

WELL 3 PASTURE LEASE
EXTENSION
(10)
Motion/Smith

Councilmember Smith made a motion to approve the Well 3 Pasture Lease Extension for five (5) years with a five percent (5%) annual escalation. Motion passed 4-0 with Glidewell absent.

RELOCATION OF
CHLORINATOR AT WELL 4
(11)
Motion/Gardner

Mayor Pro Tem Gardner made a motion to approve the relocation of the chlorinator by Severn Trent Services based on their quote and approve the expenditure of a not to exceed amount of \$4,380. Motion passed 4-0 with Glidewell absent.

SUPERVISORY CONTROL
AND DATA ACQUISITION
(SCADA) PROJECT
CONTRACT AMENDMENT 6
(12)
Motion/Smith

Councilmember Smith made a motion to approve the execution of Amendment 6 to the contract with Stantec Incorporated for the SCADA project with a new end of contract term of June 30, 2014. Motion passed 4-0 with Glidewell absent.

RESOLUTION TO ESTABLISH
SUPPORT FOR SENATE BILL
405 (PADILLA) TO PHASE
OUT SINGLE-USE PLASTIC
BAGS IN CALIFORNIA
(13)
Motion/Stottlemire

Councilmember Stottlemire made a motion to not approve the resolution in support of Senate Bill 405. Motion failed 2-2 with Glidewell absent.

Mayor Ellis requested that this item be brought back for further discussion at the next regular Council meeting scheduled for January 27, 2014.

Mayor Ellis requested to bring
this item back for further
discussion at the January 27,
2014 Council Meeting.

PROPOSITION 4
(14)
Motion/Gardner

Mayor Pro Tem Gardner made a motion to follow the schedule for review and adoption of the 2012-2013 Proposition 4 Appropriation Limits as stated.

1. Give immediate notice of the initial public review period of January 14 – February 10, 2014.
2. Set a public hearing at the Council meeting of February 10, 2014.
3. Set February 10, 2014 as the scheduled date for final adoption.

Motion passed 4-0 with Glidewell absent.

WAIVE FORMAL BID
PROCEDURE UNDER THE
PROFESSIONAL SERVICES
EXEMPTION TO AUTHORIZE
ACTUARIAL CONSULTING
SERVICES
(15)
Motion/Stottlemyre

Councilmember Stottlemyre made a motion to waive the formal bid procedure under the professional services exemption and authorize the actuarial consulting services to be performed by Bartel Associates in the amount not to exceed \$24,500 as outlined in correspondence dated June 24, 2013. The cost of the PARS actuarial (\$12,000) is authorized to be paid from the plan assets. Motion passed 4-0 with Glidewell absent.

BUDGET
ADJUSTMENTS/TRANSFERS
(16)
Motion/Gardner

Mayor Pro Tem Gardner made a motion to approve the budget adjustments and transfers for Fiscal Year 2013-2014 through November 30, 2013 as presented. Motion passed 4-0 with Glidewell absent.

COUNCIL REPORTS

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

ADJOURNMENT

The Mayor adjourned the meeting at 8:53 p.m. to the Study Session scheduled for Monday, January 27, 2014 at 4:00 p.m. in the City Council Chambers.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KAC*

SUBJECT: CONSENT CALENDAR – PERSONNEL STATUS CHANGE REPORT

DATE: January 27, 2014

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

<u>ADMINISTRATION</u>	<u>EFFECTIVE DATE</u>
(A) Executive Secretary/Assistant City Clerk Full-Time Step 3 \$5435.00/per month to Executive Secretary/Assistant City Clerk Full-Time Step 4 \$5978.00/per month MERIT INCREASE: Robin Picken	03/01/2014



CITY OF BISHOP

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Public Works Report

September 2013

Water

1. Resource Development Company (RDC) continued work on the Positive Pressure Improvement Project.
2. Replaced failed ¾" curb stop valve at 474 East Line Street.
3. Repaired fire hydrant at the intersection of North Main and East Elm Street. Hydrant was damaged by a vehicle.
4. Performed annual maintenance to the sodium hypochlorite generation equipment.
5. Trimmed trees at water facilities to enhance radio paths for the SCADA system.
6. Exercised main line valves.
7. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
8. Took monthly readings of all water meters.
9. Took routine bacteria samples.
10. Participated in Bishop Water and Sewer Commission meeting.
11. Presented an overview of the Bishop Water System to the Rotary Club.
12. Continued work on Water and Sewer Rate Review.

Sewer

1. Bay Valve with assistance from Public Works staff installed sludge valve actuators at the Waste Water Treatment Plant. Stantec will be following to integrate them into the SCADA system.
2. Assisted Inyo County with location of sewer lateral at the Senior Center and installed concrete surround at new clean out.
3. Made minor repairs to seals on hatches on top of the top of the primary digester.
4. Replaced time delay device at the Johnston Drive Lift Station.

5. Identified unused buried conduits at the plant and removed them. At the same time we consolidated buried conduits that were still in use into new PVC conduit.
6. Continued work with RO Anderson for the trunk line replacement from the Bishop Creek Canal to the Waste Water Treatment Plant.
7. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District is presently doing.
8. Attended City of Bishop / Eastern Sierra Community Services District liaison meeting.
9. Made routine inspections of grease interceptors.
10. Performed routine main line cleaning in trouble areas.
11. Discussed proposed Mammoth Brewery facility with brewery and Eastern Sierra Community Services District personnel.

Streets

1. Completed the process of replacing all STOP signs within the city. The new signs will meet current retroreflectivity standards.
2. Patched numerous large cracks on Keough Street.
3. Replaced broken wheel stops in City parking lots.
4. Installed two "Bus Parking Only" signs on North Fowler in front of the High School.
5. Swept city streets and alleys.
6. Trimmed trees that were impairing line of sight on City streets and alleys.
7. Patched potholes in City streets that posed potential safety issues.
8. Participated in Inyo Local Transportation Commission meeting.
9. Participated in Bishop Tree Committee meeting.
10. Presented the Seibu to School Path project to Bishop School Board.
11. Met with Caltrans and Marzano and Sons concerning the Wye Road Intersection Improvements project.
12. Participated in the Rural Counties Task Force meeting.
13. Worked with Bishop High School to arrange the Bishop Homecoming Parade on Home Street and Sierra Street.

14. Worked on final design of the Pine to Park Path project.
15. Met with City of Los Angeles Department of Water and Power staff concerning replacement of utility poles on Sneden Street.
16. Participated in public meeting concerning proposed Eastern Sierra Adventure Trails.

Miscellaneous

1. Repainted all traffic markings in the Sunrise Mobile home Park.
2. Replaced pickup broom on sweeper.
3. Performed maintenance and serviced Public Works vehicles.
4. Provided weekly tail gate safety for the Public Works crew.
5. Hauled trash and debris from Fowler Pit to the Sunland Landfill.
6. Participated in Eastern Sierra Regional Broadband Forum.
7. Participated in Eastern Sierra Energy Foundation teleconference.
8. Finalized third Community Development Block Grant for Geographic Information System development.
9. Worked to resolve website transfer quota issues with Earthlink.



CITY OF BISHOP

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Public Works Report

October 2013

Water

1. Resource Development Company (RDC) continued work on the Positive Pressure Improvement Project.
2. Replaced failed 3/4" curb stop valve at 325 East Line Street.
3. Sampled for Lead and Copper in 20 homes. Next Sample year for Lead and Copper is 2016.
4. Installed new sample port at Well 4.
5. Performed maintenance and made minor repairs to dedicated sample sites.
6. Installed conduits at the storage tank site to bring SCADA over to the new control valve.
7. Exercised main line valves.
8. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
9. Took monthly readings of all water meters.
10. Took routine bacteria samples.
11. Help public meeting regarding proposed water and sewer fees.

Sewer

1. Completed the installation of the automated sludge valve actuators and incorporated them into the SCADA system.
2. Digester heater boiler began to run on methane for the first time since cleaning.
3. Replaced miscellaneous pipes in the methane system on top of the digesters
4. Began the process of clearing the abandoned trunk line so it can be used as a bypass line during the Trunk Line Replacement Project.
5. Replaced "No Hunting" on the perimeter fencing of the sewer ponds and pasture.
6. Lowered the force main sewer from Eastern Sierra Motors to accommodate the new storm drain on Wye Road.

7. Began a Collaboration effort with Eastern Sierra Community Services District.
8. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District is presently doing.
9. Cleaned grit drying beds.
10. Attended City of Bishop / Eastern Sierra Community Services District liaison meeting.
11. Made routine inspections of grease interceptors.
12. Performed routine main line cleaning in trouble areas.

Streets

1. Provided traffic control for the Bishop Union High School Homecoming Parade.
2. Cleared weeds and debris from Spruce Street, MacIver Street and Wye Road.
3. Cleaned drop inlets on streets with storm drains in anticipation of winter.
4. Began annual Fall Street sweeping of city streets and alleys.
5. Trimmed trees that were impairing line of sight on City streets and alleys.
6. Patched potholes in City streets that posed potential safety issues.
7. Participated in Inyo Local Transportation Commission meeting.
8. Lead public meeting concerning proposed Eastern Sierra Adventure Trails.
9. Met with Southern California Edison representative about opportunities to improve street lights in the city.
10. Continued work on final plans for the Pine to Park Path project.
11. Worked on update for Traffic Control Plan for the Bishop Christmas Parade.
12. Permitted additional work on the Digital 395 project on city streets.

Miscellaneous

1. Performed maintenance and serviced Public Works vehicles.
2. Provided weekly tail gate safety for the Public Works crew.
3. Hauled trash and debris from Fowler Pit to the Sunland Landfill.
4. Participated in meetings about project to provide free wireless on Main Street known as iMain Street.

5. Participated in California Department of Housing and Urban Development tour of Bishop.
6. Met with representatives of the Mountain Rambler brewery concerning their development.



CITY OF BISHOP

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Public Works Report

November 2013

Water

1. Resource Development Company (RDC) continued work on the Positive Pressure Improvement Project. Construction of tank is complete. Painting of tank and site work still left to do.
2. Replaced failed 3/4" curb stop valve at 192 Sneden Street.
3. Repaired water leak on 3/4" water service at 180 Sneden Street.
4. Raised 3/4" water service and abandoned another water service on Wye Road to accommodate new storm drain pipe.
5. Exercised main line valves.
6. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
7. Took monthly readings of all water meters.
8. Took routine bacteria samples.

Sewer

1. Replaced miscellaneous pipes in the methane system on top of the digesters
2. Continued the process of clearing the abandoned trunk line so it can be used as a bypass line during the Trunk Line Replacement Project.
3. Continued with the Collaboration effort with Eastern Sierra Community Services District.
4. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District is presently doing.
5. Cleaned grit drying beds.
6. Attended City of Bishop / Eastern Sierra Community Services District liaison meeting.
7. Made routine inspections of grease interceptors.
8. Performed routine main line cleaning in trouble areas.

Streets

1. Marzano and Sons started construction of the Wye Road Intersection Improvements Project.
2. Repaired damaged storm drain lateral under MacIver Street in the sidewalk.
3. Continued annual Fall Street Sweeping Program.
4. Patched potholes in City streets that posed potential safety issues.
5. Repaired and or replaced damaged street signs.
6. Participated in Inyo Local Transportation Commission meeting.
7. Held a meeting of the Warren Street Improvements project Focus Group.
8. Worked with the Los Angeles Department of Water and Power (DWP) on the relocation of utilities for the Sneden Street Improvements project and the Warren Street Improvements project.
9. Met with DWP concerning the Seibu to School Path project.
10. Participated in tour of proposed Adventure Trails routes in the Bishop area by environmental consultant.
11. Participated in Rural Counties Task Force teleconference.

Miscellaneous

1. Performed maintenance and serviced Public Works vehicles.
2. Provided weekly tail gate safety for the Public Works crew.
3. Hauled trash and debris from Fowler Pit to the Sunland Landfill.
4. Responded to questions from a consultant working for the Federal Emergency Management Agency regarding flood studies they are considering in the Bishop area.
5. Continued support of iMain Street project.
6. Met with Nate Greenberg of Mono County Information Services about document automation software and processes in use there.



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Public Works Report

December 2013

Water

1. Resource Development Company (RDC) continued work on the Positive Pressure Improvement Project. Painting of tank has started and site work still left to do.
2. Began coordinating Stantec (SCADA contractor) and electrician for implementation of new control tank into the system.
3. Replaced failed 3/4" corporation stop valve at Dedicated Sample Site 1.
4. Worked on Sodium Hypochlorite Generator due to High Amperage failures
5. Performed grounds maintenance at Wells 2 and 4 as well as the tank site.
6. Took monthly readings of all water meters.
7. Took routine bacteria samples.

Sewer

1. Installed a door on the sludge pump control room at the Waste Water Treatment Plant..
2. Continued the process of clearing the abandoned trunk line so it can be used as a bypass line during the Trunk Line Replacement Project. At about 100 feet from the beginning of the line we experienced large roots intruding.
3. Graded the bottom of Pond 6 to enhance drainage and graded road around ponds.
4. Burned limbs and debris that have been collected during the year.
5. Videoed various main lines to locate customer laterals that were missing from GIS.
6. Continued with the Collaboration effort with Eastern Sierra Community Services District.
7. Continued sampling of ponds and monitoring wells for dissolved oxygen, PH, ammonia and nitrates. This effort is to correspond with work the Eastern Sierra Community Service District is presently doing.
8. Cleaned grit drying beds.
9. Attended City of Bishop / Eastern Sierra Community Services District liaison meeting.

10. Made routine inspections of grease interceptors.
11. Performed routine main line cleaning in trouble areas.
12. Got a slow start to environmental work on the Sewer Trunk Replacement project.

Streets

1. Marzano and Sons suspended construction of the Wye Road Intersection Improvements Project for the winter.
2. City forces placed temporary stripes and markings on Wye Road Intersection so it could be opened to traffic.
3. Removed defective sidewalk at 212 Sneden Street as part of the City's Sidewalk Safety Program.
4. Continued annual Fall Street Sweeping Program.
5. Patched potholes in City streets that posed potential safety issues.
6. Repaired and or replaced damaged street signs.
7. Participated in Inyo Local Transportation Commission meeting.
8. Provided assistance to the Bishop Chamber for the annual Christmas Parade by providing them with Traffic Control Plans and setting up traffic control.
9. Participated in decision to reschedule the Christmas Parade due to snow and safety considerations.
10. Provided traffic control devices for the Night of Lights celebration.
11. Added shoulder backing to streets without curb and gutter.
12. Participated in Adventure Trails teleconference regarding the project's environmental document.
13. Held meeting of the Warren Street Improvements project Focus Group to discuss final design of project.
14. Submitted billings to Caltrans for Warren Street Improvements, Seibu to School, and Pine to Park Path projects.

Miscellaneous

1. Performed maintenance and serviced Public Works vehicles.
2. Provided weekly tail gate safety for the Public Works crew.
3. Hauled trash and debris from Fowler Pit to the Sunland Landfill.

4. Continued participation in iMain Street project.
5. Discussed recycling with county waste management staff.
6. Participated in Eastern Sierra Energy Foundation teleconference.
7. Met with Clint Quilter, Inyo Director of Public Works, and discussed general coordination of work between county and city.



CITY OF BISHOP

WATER AND SEWER COMMISSION AGENDA

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

Date: 14 January 2014
7:00 P.M.

Notice to the Public:

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

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

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Public Comment:

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

5. Approval of Minutes:

Minutes of the Water and Sewer Commission meetings held on 13 November 2013 subject for approval.

6. Correspondence

7. Rate Study

8. Meter Readings

9. Cash balance and revenue and expenditures update

10. Public Works reports September, October, November, December

11. Staff and Commission Reports

12. Adjournment:

The next regularly scheduled meeting will be 11 March 2014 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

15

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

DATE:

January 28, 2014

7:00 P.M.

NOTICE TO THE PUBLIC

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

APPROVAL OF MINUTES

- (1) Minutes of the Planning Commission meeting held on September 24, 2013 subject for approval.

PUBLIC HEARING

- (2) Take Citizen input on the Draft 2014 – 2019 Housing Element

NEW BUSINESS

- (3) Presentation of the Draft 2014 – 2019 Housing Element for review and comment.
- (4) Parking on the Warren Street Improvements Project.

STAFF AND COMMISSION REPORTS

ADJOURNMENT: The next regularly scheduled meeting of the Planning Commission will be February 25, 2014 at 7:00 P.M. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: Resolution Establishing Support for Senate Bill 405 (Padilla) to Phase Out Single-Use Plastic Bags

DATE: JANUARY 27, 2014

Attachments:

- Letter from California State Senator Alex Padilla
- Senate Bill 405 and Fact Sheet
- Proposed Resolution
- Bishop Area Chamber of Commerce & Visitors Bureau Survey Results
- Letter from Inyo-Mono Association for the Handicapped Executive Director Beth Himelhoch

BACKGROUND/SUMMARY

City Council received a letter from State Senator Alex Padilla dated October 1, 2013 requesting City Council's support of Senate Bill 405 which would phase out single-use plastic bags in California.

Attached is a copy of the letter from Senator Padilla, a copy of Senate Bill 405, a Fact Sheet, and the proposed Resolution (Resolution No. 13-11 on the November 25, 2013 City Council Agenda-No Action Taken; Resolution No. 14-01 on January 13, 2014 City Council Agenda-Item to be discussed further at the January 27, 2014 Council Meeting). This resolution, if adopted, would add the City of Bishop to join 81 other cities and counties who support the phase out of single-use plastic bags in their communities.

Also attached is the Bishop Area Chamber of Commerce & Visitors Bureau Survey Results on this subject.

RECOMMENDATION

City Council considers approving the proposed Resolution [BY TITLE ONLY].

California State Senate

ALEX PADILLA
SENATOR, 20TH DISTRICT



RECEIVED

OCT 11 2013

CITY OF BISHOP

October 1, 2013

City of Bishop
Attn: City Council
PO Box 1236
Bishop, CA 93515-1236

Dear Colleague,

I respectfully ask for your support of Senate Bill 405 which would phase out single-use plastic bags in California.

Each year in California, more than 13 billion single-use plastic bags are handed out by retailers. CalRecycle reports that only 3% of single-use plastic bags are actually recycled. The other 97% litter our streams, rivers and coastline, and endanger birds, marine life and wildlife. Plastic bags remain one of the top items found during annual beach cleanups.

Plastic bags also contribute to blight in our communities and clog local storm water systems. Because plastic bags take 1,000 years to degrade, their impacts are compounded every year. California local governments spend more than \$25 million each year to collect and bury plastic bag waste. And the plastic bags that do enter our recycling centers slow the sorting process and jam machinery.

Earlier this year, I introduced SB 405. This bill would enact a statewide phase out of single-use plastic bags in California. This legislation is supported by a broad coalition that includes grocers, environmentalists and many local governments.

Despite strong support, SB 405 fell 3 votes short of passage this year. I remain committed to this effort, but I need your help. SB 405 will face another vote early next year. Between now and then, I am respectfully asking you to put your city on record in support of SB 405. The City of Los Angeles took this step in June of this year and joined 80 other California cities and counties who support the phase out of single-use plastic bags in their communities.

Please join me in this effort. Attached, please find a sample resolution in support of SB 405, a copy of the bill, and a fact sheet with additional information. I look forward to working with you so that single-use plastic bags are soon phased out in our state.

Thank you for your time and consideration. Please feel free to contact me at (916) 651-4020 if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink that reads "Alex Padilla".

ALEX PADILLA
State Senator, 20th District



RESOLUTION

WHEREAS, each year in California more than 13 billion single-use plastic bags are handed out by retailers and only 3% of these bags are recycled; and

WHEREAS, plastic bags cause slow sorting and jam machinery at recycling centers costing California more than \$25 million dollars each year to collect and bury the plastic bag waste; and

WHEREAS, according to a study commissioned by the US Marine Debris Monitoring Program, plastic bags remain one of the top items found consistently during annual beach cleanups; and

WHEREAS, The Convention on Biological Diversity reports a total of 663 species have been affected by plastic marine pollution through entanglement or ingestion; and

WHEREAS, the United States Environmental Protection Agency finds that reducing the use of an item is one of the most effective ways to save our natural resources and protect the environment; and

WHEREAS, a third of Californians are subject to laws phasing out the use of single-use plastic bags; and

WHEREAS, State Senator Padilla has authored SB 405, which would prohibit grocery stores and large retailers from providing single-use bags to customers in 2015, and would expand that prohibition to convenience stores and food marts in 2016; and

WHEREAS, by prohibiting the free distribution of plastic bags, SB 405 would help eliminate a major source of pollution in California; and

NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the Mayor, that by the adoption of this Resolution, the _____ hereby SUPPORTS Senate Bill 405 (Padilla) that would prohibit grocery stores, large retailers, convenience stores, and food marts from providing free single-use plastic bags to consumers, and require those stores to have reusable bags available for purchase.

PRESENTED BY _____

SECONDED BY _____

AMENDED IN SENATE MAY 24, 2013

AMENDED IN SENATE APRIL 2, 2013

SENATE BILL

No. 405

Introduced by Senator Padilla
(Coauthor: Senator Leno)

February 20, 2013

An act to add Chapter 5.3 (commencing with Section 42280) to Part 3 of Division 30 of, and to repeal Section 42285 of, the Public Resources Code, relating to solid waste.

LEGISLATIVE COUNSEL'S DIGEST

SB 405, as amended, Padilla. Solid waste: single-use carryout bags. Existing law, until January 1, 2020, requires an operator of a store, as defined, to establish an at-store recycling program that provides to customers the opportunity to return clean plastic carryout bags to that store.

With specified exceptions, this bill, as of January 1, 2015, would prohibit stores that have a specified amount of dollar sales or retail floor space from providing a single-use carryout bag to a customer. *The bill, on and after July 1, 2016, would additionally impose this prohibition on convenience food stores, foodmarts, and certain other specified stores.* The bill would require *all of* these stores to meet other specified requirements regarding providing recycled paper bags, compostable bags, or reusable grocery bags to customers.

~~The bill, on and after July 1, 2016, would additionally impose these prohibitions and requirements on convenience food stores, foodmarts, and certain other specified stores.~~

The bill would require a reusable grocery bag that a store is required to sell on and after July 1, 2016, to meet specified requirements. A

violation of that requirement and the requirements that would be imposed upon grocery bag producers to submit certain laboratory test results would be subject to an administrative civil penalty assessed by the Department of Resources Recycling and Recovery. The department would be required to deposit these penalties into the Reusable Bag Account, which would be created in the Integrated Waste Management Fund, for expenditure by the department, upon appropriation by the Legislature, to implement those requirements.

~~The bill would require the department, by January 1, 2017, to submit a report to the Legislature regarding the implementation of the bill's provisions. The bill would repeal this report requirement on January 1, 2018.~~

The bill would allow a city, county, or city and county, or the state to impose civil penalties for a violation of the bill's requirements. The bill would require these civil penalties to be paid to the office of the city attorney, city prosecutor, district attorney, or Attorney General, whichever office brought the action, and would allow the penalties collected by the Attorney General to be expended by the Attorney General, upon appropriation by the Legislature, to enforce the bill's provisions. The bill would provide that these remedies are not exclusive, as specified.

The bill would declare that it occupies the whole field of the regulation of reusable grocery bags, single-use carryout bags, and recycled paper bags and would prohibit a local public agency, on and after January 1, 2014, from enforcing or implementing an ordinance, resolution, regulation, or rule adopted on or after September 1, 2013, relating to those bags, unless expressly authorized. The bill would allow a local public agency that has adopted such an ordinance, resolution, regulation, or rule prior to September 1, 2013, to continue to enforce and implement that ordinance, resolution, regulation, or rule, but would require any amendments to that ordinance, resolution, regulation, or rule to be subject to state preemption.

Note: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. Chapter 5.3 (commencing with Section 42280)
- 2 is added to Part 3 of Division 30 of the Public Resources Code, to
- 3 read:

CHAPTER 5.3. SINGLE-USE CARRYOUT BAGS

Article 1. Definitions

42280. For purposes of this chapter, the following definitions shall apply:

(a) "Department" means the Department of Resources Recycling and Recovery.

(b) "Postconsumer recycled material" means a material that would otherwise be destined for solid waste disposal, having completed its intended end use and product life cycle. Postconsumer recycled material does not include materials and byproducts generated from, and commonly reused within, an original manufacturing and fabrication process.

(c) "Recycled paper bag" means a paper carryout bag provided by a store to a customer at the point of sale that meets all of the following requirements:

(1) (A) Except as provided in subparagraph (B), contains a minimum of 40 percent postconsumer recycled materials.

(B) An eight pound or smaller recycled paper bag shall contain a minimum of 20 percent postconsumer recycled material.

(2) Is accepted for recycling in curbside programs in a majority of households that have access to curbside recycling programs in the state.

(3) Has printed on the bag the name of the manufacturer, the country where the bag was manufactured, and the minimum percentage of postconsumer content.

(d) "Reusable grocery bag" on and after July 1, 2016, means a bag that meets the requirements of Section 42281.

(e) "Reusable grocery bag producer" means a person or entity that does any of the following:

(1) Manufactures reusable grocery bags for sale or distribution to a store.

(2) Imports reusable grocery bags into this state, for sale or distribution to a store.

(3) Sells or distributes reusable bags to a store.

(f) (1) "Single-use carryout bag" means a bag made of plastic, paper, or other material that is provided by a store to a customer at the point of sale and that is not a recycled paper bag or a reusable grocery bag that meets the requirements of Section 42281.

1 (2) A single-use carryout bag does not include either of the
2 following:

3 (A) A bag provided by a pharmacy pursuant to Chapter 9
4 (commencing with Section 4000) of Division 2 of the Business
5 and Professions Code to a customer purchasing a prescription
6 medication.

7 (B) A nonhandled bag used to protect a purchased item from
8 damaging or contaminating other purchased items when placed in
9 a recycled paper bag or reusable grocery bag.

10 (g) "Store" means a retail establishment that meets any of the
11 following requirements:

12 (1) A full-line, self-service retail store with gross annual sales
13 of two million dollars (\$2,000,000) or more, and that sells a line
14 of dry groceries, canned goods, or nonfood items, and some
15 perishable items.

16 (2) Has at least 10,000 square feet of retail space that generates
17 sales or use tax pursuant to the Bradley-Burns Uniform Local Sales
18 and Use Tax Law (Part 1.5 (commencing with Section 7200) of
19 Division 2 of the Revenue and Taxation Code) and has a pharmacy
20 licensed pursuant to Chapter 9 (commencing with Section 4000)
21 of Division 2 of the Business and Professions Code.

22 (3) Is a convenience food store, foodmart, or other entity that
23 is engaged in the retail sale of a limited line of goods, generally
24 including milk, bread, soda, and snack foods, and that holds a Type
25 20 or Type 21 license issued by the Department of Alcoholic
26 Beverage Control.

27 Article 2. Reusable Grocery Bags

28
29
30 42281. (a) On and after July 1, 2016, a reusable grocery bag
31 that is sold pursuant to subdivision (c) of Section ~~42282~~ 42283
32 shall meet all of the following requirements:

33 (1) (A) Be designed and manufactured to withstand, at a
34 minimum, 125 uses.

35 (B) For purposes of this paragraph, "125 uses" means the
36 capability of carrying a minimum of 22 pounds 125 times over a
37 distance of at least 175 feet.

38 (2) Is machine washable or made from a material that can be
39 cleaned and disinfected.

1 (3) Have printed on the bag, or on a tag attached to the bag that
2 is not intended to be removed, and in a manner visible to the
3 consumer the following information:

- 4 (A) The name of the manufacturer.
- 5 (B) The country where the bag was manufactured.
- 6 (C) A recycling symbol or end-of-life management instructions.
- 7 (D) The percentage of postconsumer recycled material, if any.

8 (4) Does not contain lead, cadmium, or any other heavy metal
9 in toxic amounts. This requirement shall not affect any authority
10 of the Department of Toxic Substances Control pursuant to Article
11 14 (commencing with Section 25251) of Chapter 6.5 of Division
12 20 of the Health and Safety Code and, notwithstanding subdivision
13 (c) of Section 25257.1 of the Health and Safety Code, the reusable
14 grocery bag shall not be considered as a product category already
15 regulated or subject to regulation.

16 (5) Complies with Section 260.12 of Part 260 of Title 16 of the
17 Code of Federal Regulations related to recyclable claims if the
18 reusable grocery bag producer makes a claim that the reusable
19 grocery bag is ~~recyclable~~, *recyclable*.

20 (b) In addition to the requirements in subdivision (a), a reusable
21 grocery bag made from plastic shall meet all of the following
22 requirements:

23 (1) On and after July 1, 2017, be made from a minimum of 20
24 percent postconsumer recycled material, except as provided in
25 subdivision (d).

26 (2) In addition to the information required to be printed on the
27 bag or on a tag, pursuant to paragraph (3) of subdivision (a), all
28 of the following information shall be printed on the bag, or on a
29 tag that complies with that paragraph:

30 (A) A statement that the bag is a reusable bag and designed for
31 at least 125 uses.

32 (B) Instructions to return the bag to the store for recycling or
33 to another appropriate recycling location.

34 (c) A plastic reusable grocery bag that also meets the
35 specifications of the American Society of Testing and Materials
36 (ASTM) Standard Specification for Compostable Plastics D6400,
37 as published in September 2004, is not required to meet the
38 requirements of paragraph (1) of subdivision (b), but shall be
39 labeled in accordance with the applicable state law regarding
40 compostable plastics.

1 (d) If a plastic reusable grocery bag producer is unable to obtain
2 sufficient amounts of postconsumer recycled material to comply
3 with this article because of unavailability, the producer shall
4 include the greatest amount of postconsumer recycled material
5 possible in the reusable grocery bag even if this amount is less
6 than required by paragraph (1) of subdivision (b) and shall indicate
7 the percentage that is postconsumer recycled material.

8 42282. (a) The department may inspect and audit a reusable
9 grocery bag producer subject to this article with all costs associated
10 with the audit being paid for by the reusable grocery bag producer.

11 (b) Upon request by the department, a reusable grocery bag
12 producer shall submit laboratory test results from independent,
13 accredited (ISO/IEC 17025) laboratories to the department
14 validating the reusable grocery bag meets the requirements of
15 Section 44281 for each type of reusable grocery bag that is
16 manufactured, imported, sold, or distributed in the state and
17 provided to a store for sale or distribution.

18 (c) The department may test any reusable grocery bag
19 manufactured by a reusable grocery bag producer and provided to
20 a store for sale or distribution for compliance with this article and
21 the regulations adopted pursuant to this article.

22 (d) The department may enter into an agreement with other state
23 entities that conduct inspections to provide necessary enforcement
24 of this article.

25 (e) Notwithstanding Section 42285, a violation of this article
26 shall be subject to an administrative civil penalty assessed by the
27 department in an amount not to exceed five hundred dollars (\$500)
28 for the first violation. A subsequent violation may be subject to
29 an increased penalty of up to five hundred dollars (\$500) per
30 violation, not to exceed five thousand dollars (\$5,000) per violation.

31 (f) The department shall deposit all penalties collected pursuant
32 to subdivision ~~(d)~~ (e) for a violation of this article into the Reusable
33 Bag Account, which is hereby created in the Integrated Waste
34 Management Fund. The moneys in the Reusable Bag Account
35 shall be expended by the department, upon appropriation by the
36 Legislature, to assist the department with its costs of implementing
37 this article.

Article 3. Single-Use Carryout Bags

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42283. (a) On and after January 1, 2015, a store, as defined in paragraph (1) or (2) of subdivision (g) of Section 42280, shall not provide a single-use carryout bag to a customer at the point of sale.

(b) On and after July 1, 2016, a store, as defined in paragraph (3) of subdivision (g) of Section 42280, shall not provide a single-use carryout bag to a customer at the point of sale.

(c) (1) On and after July 1, 2016, a store shall make available for purchase by a customer reusable grocery bags that meet the requirements of Section 42281.

(2) On and after July 1, 2016, a store shall not sell or distribute a reusable bag at the point of sale that does not meet the requirements of Section 42281.

(d) A store may make available for purchase at the point of sale a recycled paper bag.

(e) Notwithstanding any other law, on and after January 1, 2015, a store shall provide a customer participating in the California Special Supplemental Food Program for Women, Infants, and Children pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the Health and Safety Code and a customer participating in the Supplemental Food Program pursuant to Chapter 10 (commencing with Section 15500) of Part 3 of Division 9 of the Welfare and Institutions Code with a reusable grocery bag or a recycled paper bag at no cost at the point of sale.

(f) Notwithstanding subdivisions (a) and (b), a store may make available for purchase at the point of sale a compostable bag that, at a minimum, meets the American Society for Testing and Materials (ASTM) Standard Specification for Compostable Plastics D6400, if, in the jurisdiction where the compostable bag is sold, both of the following requirements are met:

(1) A majority of the residential households in the jurisdiction have access to curbside collection of foodwaste for composting.

(2) The governing authority for the jurisdiction has voted to allow stores in the jurisdiction to sell to a consumer at the point of sale a compostable bag at a cost not less than the actual cost of the bags.

1 Article 4. ~~Reporting Requirements~~

2
3 ~~42284. (a) On or before January 1, 2017, the department shall~~
4 ~~submit a report to the Legislature in accordance with Section 9795~~
5 ~~of the Government Code regarding the effectiveness of this chapter~~
6 ~~and recommendations for statutory changes to increase~~
7 ~~effectiveness, which shall include all of the following:~~

8 ~~(1) A compilation of state cleanup data to evaluate pollution~~
9 ~~reduction.~~

10 ~~(2) Recommendations to further encourage the use of reusable~~
11 ~~grocery bags by customers and stores.~~

12 ~~(3) An evaluation of the requirements for reusable grocery bags~~
13 ~~specified in Section 42284.~~

14 ~~(4) Distribution of recycled paper bags.~~

15 ~~(5) Number and type of violations.~~

16 ~~(b) The department shall coordinate with other state and local~~
17 ~~agencies in compiling this report to maximize existing efforts and~~
18 ~~resources in the areas of litter reduction, water quality, and~~
19 ~~environmental protection.~~

20 ~~(e) Pursuant to Section 110231.5 of the Government Code, this~~
21 ~~section is repealed on January 1, 2018.~~

22
23 Article 5. ~~Enforcement~~

24
25 Article 4. *Enforcement*

26
27 42285. (a) A city, a county, a city and county, or the state may
28 impose civil liability in the amount of five hundred dollars (\$500)
29 for the first violation of this chapter, one thousand dollars (\$1,000)
30 for the second violation, and two thousand dollars (\$2,000) for the
31 third and subsequent violations.

32 (b) Any civil penalties collected pursuant to subdivision (a)
33 shall be paid to the office of the city attorney, city prosecutor,
34 district attorney, or Attorney General, whichever office brought
35 the action. The penalties collected pursuant to this section by the
36 Attorney General may be expended by the Attorney General, upon
37 appropriation by the Legislature, to enforce this chapter.

38 (c) The remedies provided by this section shall not be exclusive
39 and shall be in addition to the remedies that may be available

1 pursuant to Chapter 5 (commencing with Section 17200) of Part
2 of Division 7 of the Business and Professions Code.

3
4 *Article 5. Preemption*

5
6 42287. (a) *Except as provided in subdivision (c), this chapter*
7 *is a matter of statewide interest and concern and is applicable*
8 *uniformly throughout the state. Accordingly, this chapter occupies*
9 *the whole field of regulation of reusable grocery bags, single-use*
10 *carryout bags, and recycled paper bags, as defined in this chapter.*

11 (b) *On and after January 1, 2014, a city, county, or other local*
12 *public agency shall not enforce against a store, as defined in*
13 *subdivision (g) of Section 42280, or otherwise implement, an*
14 *ordinance, resolution, regulation, or rule adopted on or after*
15 *September 1, 2013, relating to reusable grocery bags, single-use*
16 *carryout bags, or recycled paper bags, as defined in this chapter,*
17 *unless expressly authorized by this chapter.*

18 (c) *A city, county, or other local public agency that has adopted,*
19 *prior to September 1, 2013, an ordinance, resolution, regulation,*
20 *or rule relating to reusable grocery bags, single-use carryout bags,*
21 *or recycled paper bags may continue to enforce and implement*
22 *that ordinance, resolution, regulation, or rule that was in effect*
23 *before that date. Any amendments to that ordinance, resolution,*
24 *regulation, or rule on or after January 1, 2014, shall be subject*
25 *to subdivision (b), except a city, county, or other local public*
26 *agency may amend that ordinance, resolution, regulation, or rule*
27 *with regard to the amount that a store shall charge with regard*
28 *to a recycled paper bag.*

Senator Alex Padilla

Fact Sheet

SB 405 – PADILLA

Single-Use Bag Phase Out

(as amended 05/24/13)

Summary

SB 405 would phase out single-use plastic bags in California grocery stores, convenience stores, liquor stores, and pharmacies.

Background

Each year in California, more than 13 billion single-use plastic bags are handed out by retailers. According to the United States Environmental Protection Agency, 88% of plastic bags and sacks are not recycled. In California, only 3% are recycled, according to CalRecycle. Plastic bags cause litter, slow sorting and jam machinery at recycling centers costing California more than \$25 million dollars each year to collect and bury the plastic bag waste. According to a study commissioned by the US Marine Debris Monitoring Program, plastic bags remain one of the top items found consistently during annual beach cleanups.

Plastic bags are also harmful to the environment killing thousands of birds, turtles and other species. Most plastics do not degrade. Although they represent only 2.2% of waste stream in California, plastic waste is the predominate form of marine debris. Plastics are estimated to compose 60-80% of all marine debris and 90% of all floating debris worldwide.

Plastics not only entangle marine life, they are also ingested by marine life and birds. Most plastic marine debris exists as small plastic particles due to excessive UV radiation exposure and subsequent photo-degradation. The Convention on Biological Diversity reports a total of 663 species have been affected by plastic marine pollution through entanglement or ingestion.

The California Coastal Commission reports that “birds, fish and mammals often mistake plastic for food. Some birds even feed it to their young. With plastic filling their stomachs, animals have a false feeling of being full, and may die of starvation. Sea turtles mistake plastic bags for jellyfish, one of their favorite foods. Even grey whales have been found dead with plastic bags and sheeting in their stomachs.”

The Scripps Institution of Oceanography at UC San Diego found evidence of plastic waste in more than 9% of the stomachs of fish collected in the North Pacific Subtropical Gyre and estimate that fish who reside in the intermediate ocean depths ingest 12,000- to 24,000 tons of plastic per year.

According to the United States Environmental Protection Agency, reducing the use of an item is one of the most effective ways to save our natural resources and protect the environment. To date, many local jurisdictions in California have enacted ordinances. The ordinances vary with some requiring a charge for paper carry-out bags and others banning both single-use plastic and paper

FOR MORE INFORMATION – Contact Angela Manetti, Office of Senator Alex Padilla (916) 651-4020

carryout bags. These ordinances have both eliminated the costs associated with plastic bags as well as substantially reduced the volume and costs associated with paper bags in communities.

For example, San Francisco, Los Angeles County, San Jose, and San Luis Obispo County are already experiencing the benefits of reducing the use of plastic bags. After just one year of implementation of its bag ordinance, the City of San Jose is reporting 50% cleaner creeks. Los Angeles County is reporting a 95% reduction of all single-use bags distributed, including a 30% reduction of paper bags.

Existing Law

Section 42254 and 42257 of the Public Resources Code requires large grocery stores to establish a plastic bag recycling program and sunsets on January 1, 2020.

Current California law is silent on the reduction of single-use plastic bags.

This Bill

This bill would:

- prohibit a store, on and after January 1, 2015, from providing a *single-use carryout bag* (i.e., paper, plastic, or other material) to a customer at the point-of-sale. (§42283(a))
 - authorize a store, on and after July 1, 2016, to provide a *reusable grocery bag* (i.e., cloth or durable plastic) to a customer, which may be made available for purchase. (§42283(c)(1)).
 - authorize a store to make a *recyclable paper bag* available for purchase at the point of sale. (§42283(d)).
 - specifies standards for reusable grocery bags. (§42281)
- allows ordinances adopted prior to September 1, 2013 to continue to be enforced. (§42287 (b)).
 - prohibits any local agency from enforcing an ordinance related to single-use carryout bags after January 1, 2014. (§42287 (b))
 - allows local agencies to only amend the cost associated with the recyclable paper bag for existing ordinances (§42287 (c))
 - authorizes the California Department of Resources, Recycling, and Recovery to inspect and audit a reusable bag producer. (§42282 (a)).

Support

5 Gyres Institute
Azul
BagIt
Board of Supervisors
California Coastkeeper Alliance
California Coastal Coalition
California Resource Recovery Association
California State Lands Commission
Californians Against Waste
Central Contra Costa County Solid Waste Authority
City of El Cerrito
City of Long Beach
City of Palo Alto
City of Sacramento
City and County of San Francisco
City of Sunnyvale
City of San Francisco
Clean Water Action
Clean Water California
Contra Costa Clean Water Program
County of Los Angeles
County of San Mateo
Environment California
Greater San Fernando Valley Chamber of Commerce
Green Sangha

FOR MORE INFORMATION – Contact Angela Manetti, Office of Senator Alex Padilla (916) 651-4020

Green Vets Los Angeles
GreenWaste Recovery
Heal the Bay
Humboldt County Board of Supervisors
Humboldt Waste Management Authority
LMV Productions
Los Angeles County Board of Supervisors
Los Angeles County Integrated Waste
Management Task Force
Napa Valley CanDo Environment Group
National Hispanic Environmental Council
Natural Resources Defense Council
Pacifica's Environmental Family
Planning and Conservation League
Plasticbaglaws.org
Republic Services
Santa Clara County Board of Supervisors
Save Our Shores
Seventh Generation Advisors
Sierra Club California
Surfrider Foundation
Team Marine – Santa Monica High School
The Northern California Recycling Association
Turtle Island Restoration Network
United Food & Commercial Workers Western
States Council
William C. Velazquez Institute
Zanker Road Resource Management

RESOLUTION NO. 14-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BISHOP, STATE OF CALIFORNIA, ESTABLISHING SUPPORT
FOR SENATE BILL 405 (PADILLA) TO PHASE OUT
SINGLE-USE PLASTIC BAGS IN CALIFORNIA**

WHEREAS, each year in California more than 13 billion single-use plastic bags are handed out by retailers and only 3% of these bags are recycled; and

WHEREAS, plastic bags cause slow sorting and jam machinery at recycling centers costing California more than \$25 million dollars each year to collect and bury the plastic bag waste; and

WHEREAS, according to a study commissioned by the US Marine Debris Monitoring Program, plastic bags remain one of the top items found consistently during annual beach cleanups; and

WHEREAS, The Convention of Biological Diversity reports a total of 663 species have been affected by plastic marine pollution through entanglement or ingestion; and

WHEREAS, the United States Environmental Protection Agency finds that reducing the use of an item is one of the most effective ways to save our natural resources and protect the environment; and

WHEREAS, a third of Californians are subject to laws phasing out the use of single-use plastic bags; and

WHEREAS, State Senator Padilla has authored Senate Bill 405, which would prohibit grocery stores and large retailers from providing single-use bags to customers in 2015, and would expand that prohibition to convenience stores and food marts in 2016; and

WHEREAS, by prohibiting the free distribution of plastic bags, Senate Bill 405 would help eliminate a major source of pollution in California; and

NOW, THEREFORE, BE IT RESOLVED, with the concurrence of the City Council, that by the adoption of this Resolution, the City of Bishop hereby SUPPORTS Senate Bill 405 (Padilla) that would prohibit grocery stores, large retailers, convenience stores, and food marts from providing free single-use plastic bags to consumers, and require those stores to have reusable bags available for purchase.

PASSED, APPROVED AND ADOPTED this 27th day of January, 2014.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

From: Bishop Area Chamber of Commerce & Visitors Bureau [tawni@bishopvisitor.ccsend.com] on behalf of Bishop Area Chamber of Commerce & Visitors Bureau [execdir@bishopvisitor.com]
Sent: Monday, December 30, 2013 2:07 PM
To: cityclerk@ca-bishop.us
Subject: Please Participate In Our Survey

Bishop Area Chamber of Commerce & Visitors Bureau

Dear Chamber Members & Friends -
Your opinion matters and we hope that you will take a few minutes to weigh-in with your thoughts about a proposed ban on single-use plastic bags in California. The survey will only take a few minutes and is geared toward retail shops - please click the link below.

[Take this survey](#)

[Forward email](#)

 **SafeUnsubscribe**



This email was sent to cityclerk@ca-bishop.us by execdir@bishopvisitor.com | [Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

Bishop Area Chamber of Commerce & Visitors Bureau | 690 North Main Street | Bishop | CA | 93514

**RESULTS OF SURVEY
TAKEN BY
THE BISHOP AREA
CHAMBER OF COMMERCE
&
VISITORS BUREAU**

**REGARDING A PROPOSED BAN
ON SINGLE-USE PLASTIC BAGS
IN CALIFORNIA**

Constant Contact Survey Results

2. If yes, do you give them plastic bags or paper bags? - Other responses

Answer

Both

both plastic & paper along with a purchase option

n/A

we dont use bags

never need

both

Black gift bags that are thick and plastic

3. If non-compostable single-use bags (ie: plastic) were banned in California, would that present a financial or other burden on your business? Please explain. - Responses

Answer

Our customers tend to want their fish wrapped in paper then placed in plastic bags for transport home. No one wants fish goo leaking in their car.

No

does not apply

No

NO

It would not and we would support the State's effort to ban these bags. Consumers should begin to use reusable bags for their items.

No

no

No. This agency does consume office supplies and other items, but it would not be a hardship to use tote bags when purchasing things for the office.

Yes, it would cost more to do business. ☐

As it is we ask customers if they want a bag. More than 50% of the time they think about it and decline a bag.

No. People should use re-usable bags

N/a

Think it is a great idea of banning plastic bags. most of the cities Ive been to recently have all banned the plastic and it takes awhile to get in the habit of bringing your own bag but it is being done.

No. We could develop an alternative process for handing out food bags to our clients using a reusable bag system. The transition would take some time but we are certain that it can be done. We would find a way to provide reusable bags to each client after which, if they did not bring the reusable bag, we would use recycled paper bags.

No

no

No

It would be a huge burden on my business

No I think should be done away with.

no

unsure. we are a franchise that has to follow our franchise standards.

no ! i have plenty of other things i can use,,even a pillow case.

It would not present a burden for our business since we don't use shopping bags.

no

NO

no

No--The primary product we sell is propane and it does not fit well in any type of a bag.

No

Probably not significant as most of our customers do not want bags....and we reuse plastic bags sent to us from our vendors for small items.

My residents yes. They shop every week and I feel it would be too bothersome for the elderly to remember or get other bags.

No I think it would be an excellent idea.No financial burden for us.

If we had to purchase bags (we are non-profit) that would cause a financial burden.

The cost of plastic bags is small compared to the cost of alternative bags....

No

8. If yes, please describe any positive or negative outcomes since you have started offering the reusable bags. - Responses

Answer

We do furnish tote bags to our clients with the agency logo printed on them as part of our outreach materials. This has the positive outcome of ongoing advertising, every time a client uses the bag. As they are reusable, the bags get handed to other people from our clients and also results in phone contact from new consumers.

It's hard to say. Most customers have experienced the sale of reusable bags and we have not had much comment one way or the other. The bags sell "OK".

People seem happy to buy them if they need them, but often have their own bag.

None

Im not a retailer but i am a consumer and i am concerned about the bacteria and unsanitary condition of the reusable bags i see on the check out counters. I feel for the checkers that have to handle these filthy reusable bags.

If they didn't have it...we would make it available to them

People like them but have habit of forgetting them.

Most of my customers usually forget to bring them....

9. Please feel free to add any relative comments. - Responses

Answer

I think that instead of legislating this proposal, supporters should encourage retailers and customers to move away from their use. Let the market decide. Perhaps the market will produce compostable bags. Besides, "single use" bags are used more than once in our house.

This would be great for the environment!

A ban on single use plastic bags would be good

We would also encourage the City of Bishop to take a step forward by adopting a policy that would ban plastic bags in the city as the City of Los Angeles has.

Reusable bags are the only solution for the future sustainability of our ecosystem.

Please ban single-use plastic bags in Bishop and in all of California! For customers who forget or choose not to bring their own bags, please have businesses charge for reusable bags. Establish fines for noncompliance. Banning these bags is a huge step in the right direction for people and the environment. The true cost of waste matters.

The writing is on the wall that re-usable bags are the way things will be in the future. We should help society get there and be supportive of this measure.

Not a selling business, but I support this and hope people start bringing their own bags

this is a great idea and long coming

This is a needed change for health and environmental reasons. People can and will adjust and the cost will not be prohibitive if all cooperate.

Totally in agreement with banning single use plastic bags.

This is just more government takeover

I am in a service business, so bags aren't relevant, but I think that you also have to take into account how hideous plastic bags look in our environment. They are everywhere and certainly detract from the natural environment that we try to maintain in our community. Even if it added some cost, eliminating single use bags would benefit Bishop.

I prefer to have the option to use single-use bags, as I recycle them anyway.

I did not fill out the survey because my company does not sell merchandise or use bags. I support the ban, and bring my reusable bags when I go grocery shopping. I do not always remember to bring bags when doing other shopping or spontaneous shopping. If that situation occurs, I would go back to my car for a bag, or pay a fee for a bag.

Never use for my business, but would not enjoy prices being raised for plastic bags. What ever kind of bags a market use, they have to pay for them Just another means of inflation.

If there is evidence that plastic bags harm the environment and wildlife, we would support the ban on these bags.

no bags of any type used at our business.

As I have previously mentioned, we do not use any type of bags, however I believe reusable bags in stores that use bags is the sensible way to go.

This would be inconvenient to the elderly who are on fixed incomes and can get forgetful

Many of our customers are from low income families and buying reusable bags is a hardship for them. Even adding a minimal cost per bag would make our customers shop elsewhere. There are plenty of thrift stores in Bishop.

Not related to our business.



Inyo-Mono Association for the Handicapped

Serving Adults with Intellectual Disabilities since 1973

January 21, 2014

Dear City Council Members,

As the Executive Director of Inyo-Mono Association for the Handicapped (IMAH), I ask you to vote against supporting SB405, the ban on plastic bags.

IMAH's Sierra Thrift mall uses plastic bags – but what's different is that we have never purchased plastic bags. All the bags we use are donated to us. In essence, we are the recycling agency for plastic bags in the area. Our bags are used at least two times, sometimes even more.

IMAH's Sierra Thrift Mall serves the economically disadvantaged of Inyo and Mono Counties and beyond. Our customers come from as far south as Ridgecrest, as far north as Tonopah and Bridgeport and as far east Dyer, Mina and Luning. The economically disadvantaged have a hard time putting food on the table and now they will be asked to purchase bags for their purchases!

Also, if the ban goes into effect, IMAH will be forced to purchase other types of bags for our customers to use. Now you are taking money not only from the economically disadvantaged but this new cost will also affect the developmentally disabled population we serve. All proceeds from our thrift store go to the programs and services we provide our clients. By having to purchase bags, this extra cost will impact the programs we offer our developmentally disabled adults.

I ask you, from the bottom of my heart, to think about the huge impact this ban will have on the population of Bishop and the surrounding communities. It might be a wonderful idea, but for economically disadvantaged and our population of developmentally disabled, you are asking them to make a decision whether to feed their families or buy bags.

Thank you for your time and consideration.

Sincerely,

Beth Himelhoch
Executive Director

371 South Warren Street - Bishop, CA 93514
Phone (760) 873-8668 Fax (760) 872-1377
Email: inyomonoah@earthlink.net
Web: imahstars.org

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KAC*

SUBJECT: PUBLIC HEARING – PROPOSED ORDINANCE RELATING TO A CHANGE IN TIME OF REGULAR MEETINGS

DATE: JANUARY 27, 2014

Attachments:

- Public Hearing Notice

BACKGROUND/SUMMARY

This public hearing will be to discuss the proposed ordinance relating to a change in time of regular meetings.

RECOMMENDATION

Hold the public hearing.

CITY OF BISHOP
NOTICE OF PUBLIC HEARING
ON THE PROPOSED ADOPTION OF AN ORDINANCE
RELATING TO A CHANGE IN TIME OF REGULAR MEETINGS
AND SUMMARY OF ORDINANCE

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing on Monday, January 27, 2014 at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California to hear and consider citizen input on a proposed ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTION 2.04.020 OF CHAPTER 2.04 CITY COUNCIL OF THE BISHOP MUNICIPAL CODE RELATING TO TIME OF REGULAR MEETINGS."

SUMMARY OF ORDINANCE: This proposed ordinance amends Section 2.04.020 of Chapter 2.04 CITY COUNCIL of the Bishop Municipal Code to change the time of regular meetings from seven [o'clock] p.m. to one [o'clock] p.m. and Study Sessions for such regular meetings from four [o'clock] p.m. to ten [o'clock] a.m. on the second and fourth Mondays of each month.

Following the public hearing, the proposed ordinance will be reviewed for introduction, with the adoption of the ordinance scheduled for Monday, February 10, 2014.

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

Published: January 21, 2014

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KIC*

SUBJECT: PROPOSED ORDINANCE AMENDING SECTION 2.04.020 OF CHAPTER 2.04
CITY COUNCIL OF THE BISHOP MUNICIPAL CODE TO CHANGE THE TIME
OF REGULAR MEETINGS – FIRST READING/INTRODUCTION

DATE: January 27, 2014

Attachments:

- Proposed Ordinance – Relating to a change in time of regular meetings

BACKGROUND/SUMMARY

During a recent budget workshop, City Council discussed the possibility of moving the Study Session and Regular Council meetings to an earlier time in the day. The initial focus was to create an estimated salary savings of \$12,000 in overtime cost for those non-exempt staff members required to attend meetings. Additionally, the Council felt it may give citizens the opportunity to attend daytime meetings as many are unable to attend meetings in the evening.

The Council is recommending meetings that coincide with the regular workday. Council will continue to meet on the second and fourth Mondays of the month with the suggested proposed time changes:

- Study Session - 10:00 a.m.
- Regular Council Meeting – 1:00 p.m.

RECOMMENDATION

After the public hearing, City Council will consider approval of the first reading/introduction of the proposed ordinance [BY TITLE ONLY] relating to a change in time of regular meetings.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTION 2.04.020 OF CHAPTER 2.04 CITY COUNCIL OF THE BISHOP MUNICIPAL CODE RELATING TO TIME OF REGULAR MEETINGS

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

SECTION 1. Section 2.04.020 of Chapter 2.04 CITY COUNCIL of the Bishop Municipal Code, be and the same hereby are amended to read, in their entirety, as follows:

"2.04.020 Time of regular meetings. Regular meetings of the city council shall be held on the second and fourth Mondays of each month commencing at one [o'clock] p.m. Study Sessions for such regular meetings shall commence at ten [o'clock] a.m. on said dates. (Prior codes § 2-7) Ord. No. 527, § 1, 1-25-2010)

SECTION 2. Except as hereby specifically amended, all other terms and provisions of Chapter 2.04 of the Bishop Municipal Code shall remain in full force and effect.

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

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

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

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KAC*

SUBJECT: RESOLUTION TO ESTABLISH THE CITY OF BISHOP AS
A HEALTHY EATING ACTIVE LIVING (HEAL) CITY

DATE: January 27, 2014

Attachments:

- HEAL Resolution

BACKGROUND/SUMMARY

Please find attached the proposed Healthy Eating Active Living (HEAL) Resolution.

In the past five years, the City of Bishop has taken steps to provide employees and program participants with healthy programs and choices. The City has established an employee wellness program and provides incentives for participation.

Additionally, city staff has been an active member of Team Inyo, a collaborative group of health practitioners, school administrators, and community leaders who seek to improve the health of the public through activities that promote healthy behaviors, support healthy choices, and change the environment of food choice and physical activity to favor healthy lifestyles.

This resolution is concrete affirmation that the City of Bishop recognizes the public health threats from obesity and will continue to be a leader in combating the negative effects of poor health choices.

RECOMMENDATION

City Council considers approving the proposed HEAL Resolution [BY TITLE ONLY].

**RESOLUTION NO. __ SETTING FORTH CITY OF BISHOP
COMMITMENT TO OBESITY PREVENTION**



HEALTHY EATING
ACTIVE LIVING
CITIES
CAMPAIGN

WHEREAS, in 2004, the League of California Cities adopted an Annual Conference resolution to encourage cities to embrace policies that facilitate activities to promote healthier lifestyles and communities, including healthy diet and nutrition and adoption of city design and planning principles that enable citizens of all ages and abilities to undertake exercise; and

WHEREAS, the League of California Cities has a strategic goal to promote and develop safe and healthy cities; and

WHEREAS, more than half of California's adults are overweight or obese and therefore at risk for many chronic conditions including diabetes, heart disease, cancer, arthritis, stroke, and, hypertension; and

WHEREAS, one in four youth between the ages of 9 and 16 in California is overweight; and according to the 2009-2011 California Healthy Kids Survey, roughly 50% of students in 7th, 9th, and 11th grades in Inyo County reported NOT eating breakfast, a risk factor for overweight and obesity;

WHEREAS, more children are being diagnosed with diseases linked to overweight and obesity previously seen only in adults, such as Type 2 diabetes and heart disease; and

WHEREAS, our senior population is increasing, longevity and well being is improved by an environment that provides safe age appropriate opportunities for physical activities,

WHEREAS, the current generation of children are expected to have shorter lives than their parents due to the consequences of obesity; and

WHEREAS, obesity takes a tremendous toll on the health, productivity of all Californians;

WHEREAS, the annual cost to California—in medical bills, workers compensation and lost productivity— for overweight, obesity, and physical inactivity exceeds \$52 billion;

WHEREAS, teens and adults who consume one or more sodas or sugar sweetened beverages per day are more likely to be overweight or obese;

WHEREAS, by supporting the health of residents and the local workforce would decrease chronic disease and health care costs and increase productivity; and

WHEREAS, According to the 2009 health profiles of children in Tuolumne, Calaveras, Amador, Inyo, Mono and Alpine Counties from the UCLA Center for Health Policy Research, **13.4% of children ages 2-11 and 22.6% of youth ages 12-17 in our region are overweight or obese.** (Defined as the proportion of children whose body mass index is at or above the 85th percentile based on gender and age specific CDC guidelines.) In addition, **only 25.5% of children ages 5-17 in our region engaged in regular physical activity in the last week, and 62.2% of youth ages 12-17 had 1 or more servings of soda or sugary drink yesterday.**

WHEREAS, The Inyo County Maternal Child Adolescent Health and the First Five Community Assessments and Strategic Plans for the past decade have designated childhood obesity as a growing and significant problem in our communities as validated by statistical data, testimony, of child focused professionals and the voiced concern of community members: and

WHEREAS, Team Inyo, a collaborative of local public health practitioners, school administrators, and community leaders, seeks to improve the health of the public through activities that promote healthy behaviors, support healthy choices, and change the environment of food choice and physical activity to favor healthy lifestyles.

NOW, THEREFORE, LET IT BE RESOLVED that the City Council hereby recognized that obesity is a serious public health threat to the health and wellbeing of adults, children and families in the City of Bishop. While individual lifestyle changes are necessary, individual effort alone is insufficient to combat obesity's rising tide. Significant societal and environmental changes are needed to support individual efforts to make healthier choices. To that end, the City of Bishop adopts this Healthy Eating Active Living resolution:

i. Built Environment

BE IT FURTHER RESOLVED that the City of Bishop planners, engineers, park and recreation department, community economic and redevelopment personnel responsible for the design and construction of parks, neighborhoods, streets, and business areas, should make every effort to:

- Address walking and biking connectivity between residential neighborhoods and schools, parks, recreational resources, and retail;
- Expand community access to indoor and outdoor public facilities through joint use agreements with schools and/or other partners
- Include health goals and policies related to physical activity in the general plan update and specific area plans;

II. Employee Wellness

BE IT FURTHER RESOLVED that in order to promote wellness within City of Bishop, and to set an example for other businesses, the City of Bishop pledges to adopt and implement an employee wellness policy that will:

Healthy Food Access

- Offer employee health incentives for healthy eating and physical activity;
- Accommodate breastfeeding employees upon their return to work;
- Encourage employee best practices; stand up work stations, walking meetings, and use of stairways.

BE IT FURTHER RESOLVED that the City of Bishop planners, community economic personnel responsible for the design and of parks, neighborhoods, streets, and business areas, should make every effort to:

- Facilitate the promotion of new grocery stores, community gardens and farmers markets in underserved communities to increase access to healthy food, including fresh fruits and vegetables;
- Consider comprehensive plans and zoning ordinances to increase opportunities for access to health foods wherever and whenever possible, including health goals and policies related to access to healthy food in the general plan update;
- The City of Bishop will continue to promote the “Re-think Your Drink” campaign. Set nutrition standards for food offered at city events, city sponsored meetings, served at city facilities and city concessions, and city programs.

III. Implementation

BE IT FURTHER RESOLVED that the head of each affected agency or department should report back to the City Council annually regarding steps taken to implement the Resolution, additional steps planned, and any desired actions that would need to be taken by the city council.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: MAMMOTH LAKES HOUSING, INC. CONSULTING AGREEMENT FOR PROFESSIONAL SERVICES RELATING TO STATE REPORTING AND MONITORING OF COMMUNITY DEVELOPMENT BLOCK GRANT 09-STBG-6407

DATE: JANUARY 27, 2014

Attachment:

- Draft Consulting Agreement with Mammoth Lakes Housing, Inc.

BACKGROUND/SUMMARY

Mammoth Lakes Housing, Inc. (MLH) currently provides the City of Bishop with professional services related to monitoring and state reporting as required for the City's Community Development Block Grants.

As the City has recently received another grant, it is recommended that we continue to allow Mammoth Lakes Housing, Inc. to monitor and report as necessary.

The payment schedule is as follows;

- Pay MLH \$1,500 annually for monitoring of real property loans
- Pay MLH \$1,050 annually for semi-annual and annual reporting of CDBG Program Income.
- Total Cost Annually - \$2,550

RECOMMENDATION

City Council consideration to approve the agreement with Mammoth Lakes Housing, Inc. for state required monitoring and semi-annual and annual reporting for a cost not to exceed \$2,550 annually. Authorize the City Administrator to execute.

CONSULTING AGREEMENT

This agreement made as of this _____ day of January 2014.

Between: City of Bishop ("CITY")
377 West Line Street
Bishop, CA 93514

And: Mammoth Lakes Housing, Inc. ("MLH")
P.O. Box 260
Mammoth Lakes, CA 93546

WITNESSES 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 services.
- B. MLH is considered competent to perform the necessary professional services for the CITY.

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

1. MLH shall furnish all of the Services as described below:
 - i. Completion of Annual Occupancy Certification; coordination of Requests for Subordination between Borrowers and the City of Bishop and; ensure compliance with the required payment of property taxes and insurance on real property loans as described by the Community Development Block Grant (CDBG) Grant Management Manual, Chapter 10.
 - ii. On-going Completion of Annual and Semi-Annual Reporting Requirements as described by the CDBG Grant Management Manual and the 09-STBG-6407 Standard Agreement.
2. CITY shall compensate MLH in the amount and pursuant to the conditions as described below.
 - i. The maximum compensation to be paid to MLH for Service i. above shall be \$1,500 annually for the annual monitoring of real property loans of the 09-STBG-6407 grant.
 - ii. The maximum compensation to be paid to MLH for Service ii. above shall be \$1,050 annually for all annual and semi-annual reporting of the CDBG Program Income.
 - iii. MLH will invoice CITY and CITY will remit payment within 30 days of invoice.
 - iv. Agreement to expire on July 31, 2018.
3. MLH shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all report and other services furnished by MLH under this agreement.

4. MLH hereby indemnifies and holds harmless CITY its officers, employees and agents from any and all liability or claim of liability, including attorney's fees, arising by reason of personal injury, death or property damage and resulting MLH's negligence, recklessness or willful misconduct in the performance of its duties and obligations under this Agreement.
5. MLH 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 MLH, his agents, representatives, or employees.

Minimum Limits of Insurance

MLH shall maintain limits no less than:

- General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage.
 - Automobile Liability: \$300,000 per accident for bodily injury and property damage.
 - Employer's Liability: \$500,000 per accident for bodily injury or disease.
 - Error and Omission Liability: \$500,000 per occurrence.
6. All original documents, records, and other material prepared by MLH under this Agreement, shall become the exclusive property of CITY and shall not be used in any manner without prior consent of City. Any reuse of such documents, records, and other material by City on any other project other than as described above shall be at CITY'S sole risk and without liability to MLH.
 7. MLH shall not assign or transfer any interest in this Agreement without the prior written consent of CITY, and any attempt to do so shall render this Agreement null and void.
 8. Either MLH or CITY may terminate this Agreement without cause with thirty (30) days advance written notice.
 9. If MLH 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 as required to conduct the work and services as required by CITY, CITY may declare MLH in default and terminate this Agreement upon five (5) days written notice to MLH. Upon such termination by default, CITY will pay to MLH all amounts owing to MLH for services and work satisfactorily performed to the date of termination.
 10. This Agreement are the entire understanding of the parties, and there are no other terms or conditions, written or oral, controlling this matter.
 11. MLH 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.
 12. This Agreement shall be governed by the laws of the State of California.
 13. MLH is an independent contractor and hereby agrees and warrants that no agency relationship, wither express or implied is created by the execution of this Agreement.
 14. 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.

15. 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.
16. Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which MLH or 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: City of Bishop
377 West Line Street
Bishop, CA 93514

MLH: Mammoth Lakes Housing, Inc. ("MLH")
P.O. Box 260
Mammoth Lakes, CA 93546

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

Keith Caldwell, City Administrator
City of Bishop

Date _____

Jennifer Halferty, Executive Director
Mammoth Lakes Housing, Inc.

Date _____

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: REQUEST TO WAIVE THE HIRING FREEZE TO FILL POLICE RESERVE OFFICER POSITIONS

DATE: January 27, 2014

Attachments:

- Staff Memo

BACKGROUND/SUMMARY

Chief Carter provides an update on recruitment of members of the public who wish to become Police Reserve Officers.

Reserve Officers are capable of fulfilling a range of Law Enforcement duties, including routine patrol, special detail, prisoner transport, traffic enforcement, and other general duties.

A Reserve Officer's wage scale ranges from \$13.25-\$35.00 per hour based on qualifications. Reserve Officers receive no benefits or incentives.

RECOMMENDATION

Council consideration to waive the hiring freeze to appoint two qualified candidates to the position of Police Reserve Officer, Level II.



BISHOP POLICE DEPARTMENT

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

Chris Carter, Chief of Police

To: Bishop City Council via Mr. Keith Caldwell, City Administrator

From: Chris Carter, Chief of Police **C.C.**

Date: January 21, 2014

Subject: Request to Waive Hiring Freeze to fill Police Reserve Officer Positions

As we have previously discussed, the Bishop Police Department is in the process of attempting to recruit members of the public who wish to become Police Reserve Officers. Reserve Police Officers are capable of fulfilling a range of Law Enforcement Duties, including routine patrol, special details, prisoner transports, assisting in investigations, traffic enforcement, and other general Law Enforcement duties. Reserve Officers pay ranges from \$13.25-\$35.00 per hour based on qualifications and they receive no benefits or incentives. As such they are considered part-time employees. With the Police Department currently having two (2) vacant sworn-officer positions, the addition of Reserve Officers allows us to continue to provide the needed levels of service while keeping costs, such as overtime, under control. At this time, I am requesting permission to lift the hiring freeze in order to appoint two qualified candidates to the position of Police Reserve Officer, Level II. I am available at your convenience should you have questions or wish to discuss this request further.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: REQUEST FOR REPAIR ON PUBLIC WORKS TRUCK

DATE: January 27, 2014

Attachments:

- Staff Memo
- Written Estimates for Repairs

BACKGROUND/SUMMARY

Superintendent Dishion summarized the need to repair three (3) significant oil leaks on the 2005 Ford 550 truck. This truck is valuable to the Public Works fleet and important to have it in working condition as soon as possible.

Staff has received two written quotes from local vendors to do the repair.

The funding of these repairs will be split between the Water, Sewer, and Street budgets.

RECOMMENDATION

Council consideration to approve the repair of the Ford 550 Truck to Britt's Diesel at an amount not to exceed \$4,047.61.



To: Keith Caldwell, City Administrator *KSC*
From: Deston Dishion, Public Works Superintendent *DD*
Subject: Repair of oil leaks on Ford 550 Truck
Date: 22 January 2014

General:

Public Works requests approval to have repairs made to the Ford 550 truck based on the lowest quote.

Background:

Public Works has identified three significant oil leaks on the 2005 Ford 550. The truck is losing fairly large quantities of oil and creating puddles of oil whenever parked. This truck is one of the newer vehicles and an important part of the Public Works Fleet which is needed on a daily basis.

Quotes for the necessary repairs were sought from Britt's Diesel and Mr.K.Automotive. The results of those quotes are as follows.

Britt's Diesel	\$4047.61
Mr.K.Automotive	\$4596.22

Funding for these repairs will be split between the Water, Sewer, and Streets budgets.

Recommendation:

Authorize the repair of the Ford 550 Truck to Britt's Diesel at an amount not to exceed \$4047.61.

I hereby authorize the repair work listed herein, including sublet work to be done along with necessary materials. You and your employees may operate the described vehicle for the purposes of testing, inspection or delivery at my risk. An express lien is acknowledged on said vehicle to secure the amount of repairs thereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident or any other cause beyond your control. Customer agrees to pay all collection costs and for attorneys fees in the event that default is made in any payment due. If vehicle is returned to customer without repair service being performed, a diagnostic and handling fee (including reassembly) may be charged. I have read and understand the above and acknowledge receipt of an estimate.

Britt's Diesel & Automotive

383 Joe Smith Road
Bishop, CA 93514
(760) 872-1883

BAR #123232 EPA # CAL912693081
DUNS #605557032

X

Terms: CASH unless arrangements made prior to authorization. Vehicles left after repair is completed may be subject to a storage fee.

Repair Order # 52646

City Of Bishop
P.O. BOX 1236
BISHOP, CA 93515-1236

2005 FORD F550
VIN: 1FOAF56P15ED13164
Engine:
Trans:

License # 1195964
ODO In:50514
Color:
Mfg. Date:
Unit # #15

Inv Date: 1/07/2014
Service Writer: Carri Titus
Status: Appointment
Driver: City Of Bishop
PO #

(760) 873-8458 Business
(760) 873-4873 Ex: FAX - Fax

Vehicle Problems	Requests for Service	Services Performed	Hrs	Qty	Price	Ext
Customer states that: Requests for Service & Vehicle Problems -						
Labor Service - T/S OIL LEAKS-REMOVED INNER FENDERS STEAMED & TEST DROVE, FOUND L/H ROCKER CRADLE GASKET LEAKING & R/H VALVE COVER LEAKING & FRONT COVER LEAKING- NB			1.50		98.00	147.00
Labor Service - REPLACED BOTH HEAD GASKETS-SERVICE ENGINE NB			24.00		98.00	2,352.00
New	4C3Z6051EB	HEAD GASKET KIT		2.00	197.94	395.88
New	3C3Z6584AA	GASKET VALVE		2.00	33.80	67.60
New	3C3Z6584BA	GASKET VALVE RD		2.00	46.66	93.32
New	3C3Z-9439-AA	intake gasket		2.00	15.09	30.18
New	3C3Z-9433-BJ	KIT- GASKET		1.00	119.92	119.92
New	3C3Z-9T514-AG	HARDWARE KIT		1.00	12.40	12.40
New	3C3Z-9229-AA	inj oring kit		8.00	5.83	46.64
New	OIL 15-40 QT	Delo 400 LE Oil		15.00	4.99	74.85
New	P7436	FILTER		1.00	25.17	25.17
Labor Service - RESEAL FRONT GEAR COVER WITH HEAD GASKET JOB NB			5.00		98.00	490.00
New	3C3Z-6619-FA	Gasket		1.00	4.94	4.94
New	3C3Z6619BA	GASKET		1.00	9.49	9.49
New	3C3Z6020CA	GASKET		1.00	50.54	50.54
New	3C3Z6700BA	SEAL ASSY		1.00	22.88	22.88

Add On Charges Breakdown
Haz. Materials 1.50

Warranty

From the date of delivery for a period of 4,000 miles or 90 days, whichever comes first. This firm will repair free of charge any defects in material and workmanship to the vehicle mentioned here. All work to be done in our shop only. This does not include towing charges.

Estimate only, do not pay.

Repair Order Summary:

Parts 953.81
Labor 2,989.00
Supply Charge 25.00
Add On Charges 1.50

X

Customer acknowledges receipt of merchandise and services

Sub Total 3,969.31
Sales Tax (CA) 78.30
Total 4,047.61

fax 1/16/14 2:54

MR.K.AUTOMOTIVE
 175 GROVE ST.
 BISHOP CA 93514
 (760)873-7149
 BAR REG #ARD 196662 EPA# CAL 000 070 459
 FAX # 760-873-3195
 CA# 0144563

1/22/2014 8:18 AM

page 1

Estimate #103079 Sub-Estimate #1

CITY OF BISHOP
 207 W LINE ST
 PAM/AP 3-5823 FAX 2-3485
 BISHOP CA 93515

Day Phone : 873-5863 /873-5866-PD
 Eve Phone : 873-4873 FAX
 Fax Number : PO# 3012 (C)

Vehicle : 2005 Ford Truck F550 Super Duty 6.0 L 363 CID V8
 VIN : 1FDAF56P15ED13164

Tag/State : 1195964 / CA
 Color : White
 Last Mileage : 47428
 Odometer In : 0
 Odometer Out : 0

Created : 1/7/2014 11:16:08 AM

Labor/Notes

Qty	Code/Tech*	Description	Unit Price	Price
11		TIMING COVER &/OR GASKET - R&R	\$88.20	\$970.20
		Includes: Replace front crankshaft oil seal except on Timing Belt applications.		
1		HAZARDOUS WASTE DISPOSAL	\$3.60	\$3.60

Parts

Qty	Code/Tech*	Description	Condition	Unit Price	Price
3		GOLD ANTIFREEZE	New	\$19.66	\$58.98
15		ENG. OIL	New	\$5.51	\$82.65
1		OIL FILTER	New	\$32.25	\$32.25
1		Timing Cover Gasket Set		\$130.37	\$130.37
1	w/ Wear Sleeve	Water Pump Gasket		\$2.99	\$2.99

Labor	\$1,082.00	less discount : \$108.20	\$973.80
Parts	\$341.33	less discount : \$34.09	\$307.24
Sublet/Misc.			\$0.00
Shop Supplies			\$0.00
Charges			\$0.00
Sales Tax		Tax @ \$307.24 * 8.0000%	\$24.58
		Estimate	\$1,305.62

MR.K.AUTOMOTIVE
175 GROVE ST.
BISHOP CA 93514
(760)873-7149
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FAX # 760-873-3195
CA# 0144563

1/22/2014 8:18 AM

page 2

Estimate #103079 Sub-Estimate #1

CITY OF BISHOP

Vehicle : 2005 Ford Truck F550 Super Duty 6.0 L 363 CID V8

I hereby authorize repair work to be done as described above. I agree to pay cash on delivery of the vehicle, and until paid in full you shall have a lien on the vehicle for the amount owing. In the event of default by me in payment, you are hereby specifically authorized to retain possession of the vehicle without notice and without process of law, and said possession shall invest you with all rights of a possessory lien holder under law. I further agree that you will not be held responsible for the vehicle or articles left in the vehicle in case of fire, theft, accidents or other causes beyond your control. My vehicle may be driven by your employees for road test at my risk. I authorize service to be performed including sublet work. I have read and understand the above terms.

SIGNATURE _____

DATE-----

Warranty on defective parts and labor is 12 months or 12,000 miles which ever comes first. Warranty valid only if returned to MR K Automotive for adjustment where reasonable. Where not reasonable must contact MR K Automotive for instructions. Warranty will not be honored due to abuse or neglect. AAA member warranty is 24 months or 24,000 miles which ever comes first.
NO WARRANTY WHEN USED PARTS ARE INSTALLED. THIS WARRANTY IS NOT TRANSFERABLE.

Estimates are valid for 365 days.

MR.K.AUTOMOTIVE
 175 GROVE ST.
 BISHOP CA 93514
 (760)873-7149
 BAR REG #ARD 196662 EPA# CAL 000 070 459
 FAX # 760-873-3195
 CA# 0144563

1/7/2014 12:44 PM

page 1

Estimate #103079

CITY OF BISHOP
 207 W LINE ST
 PAM/AP 3-5823 FAX 2-3485
 BISHOP CA 93515

Day Phone : 873-5863 /873-5866-PD
 Eve Phone : 873-4873 FAX
 Fax Number : PO# 3012 (C)

Vehicle : 2005 Ford Truck F550 Super Duty 6.0 L 363 CID V8
 VIN : 1FDAF56P15ED13164

Tag/State : 1195964 / CA
 Color : White
 Last Mileage : 47428
 Odometer In : 0
 Odometer Out : 0

Created : 1/7/2014 11:16:08 AM

Labor/Notes

Qty	Code/Tech*	Description	Unit Price	Price
26		CYLINDER HEAD GASKET - R&R	\$88.20	\$2,293.20
		M		
Includes: Remove carbon, check surfaces for warpage, adjust valves and ignition timing where necessary.				
1		HAZARDOUS WASTE DISPOSAL	\$3.60	\$3.60
1		AIR CONDITIONING SERVICE	\$88.20	\$88.20

Parts

Qty	Code/Tech*	Description	Condition	Unit Price	Price
15		ENG. OIL	New	\$5.51	\$82.65
1		OIL FILTER	New	\$32.25	\$32.25
3		GOLD ANTIFREEZE	New	\$19.66	\$58.98
4		ORING KIT	New	\$6.45	\$25.80
1		INTAKE GASKETS	New	\$15.98	\$15.98
1		GASKET	New	\$124.52	\$124.52
2		GASKET SET	New	\$232.97	\$465.94
1		134 A	New	\$32.40	\$32.40

Note: M - Labor Database, Copyright, Mitchell International, All Rights Reserved

Labor	\$2,650.00	less discount : \$265.00	\$2,385.00
Parts	\$931.64	less discount : \$93.12	\$838.52
Sublet/Misc.		\$0.00
Shop Supplies		\$0.00
Charges		\$0.00
Sales Tax		Tax @ \$838.52 * 8.0000%	\$67.08
		Estimate	\$3,290.60

MR.K.AUTOMOTIVE

175 GROVE ST.

BISHOP CA 93514

(760)873-7149

BAR REG #ARD 196662 EPA# CAL 000 070 459

FAX # 760-873-3195

CA# 0144563

1/7/2014 12:44 PM

page 2

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CITY OF BISHOP

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I hereby authorize repair work to be done as described above.I agree to pay cash on delivery of the vehicle, and until paid in full you shall have a lien on the vehicle for the amount owing. in the event of default by me in payment,you are hereby specifically authorized to retain possession of the vehicle without notice and without process of law, and said possession shall invest you with all rights of apossessory lein holder under law.I further agree that you will not be held responsible for the vehicle or articles left in the vehicle in case of fire, theft, accidents or other causes beyond your control. My vehicle may be driven by your employees for road test at my risk. I authorize service to be performed including sublet work. I have read and understand the above terms.

SIGNATURE _____

DATE-----

Warranty on defective parts and labor is 12 months or 12,000 miles which ever comes first. Warranty valid only if returned to MR K Automotive for adjustment where reasonable. Where not reasonable must contact MR K Automotive for instructions. Warranty will not be honored due to abuse or neglect. AAA member warrenty is 24 months or 24,000 miles which ever comes first.

NO WARRANTY WHEN USED PARTS ARE INSTALLED. THIS WARRANTY IS NOT TRANSFERABLE.

Estimates are valid for 365 days.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: BUDGET ADJUSTMENTS/TRANSFERS FY 2013-2014

DATE: JANUARY 27, 2014

ATTACHMENTS:

- Finance Department Memorandum

BACKGROUND/SUMMARY

Attached is a Budget Adjustments/Transfers Report for Fiscal Year 2013-2014 through December 31, 2013 prepared by Assistant Finance Director Cheryl Solesbee. Action to approve the transactions will bring the listed accounts into reconciliation with expenditures for that period.

RECOMMENDATION

Council consideration to take action to approve the budget adjustments and transfers for Fiscal Year 2013-2014 through December 31, 2013 as presented.

TO: City Council/City Administrator
 FROM: Cheryl Solesbee, Assistant Finance Director
 DATE: January 27, 2014
 SUBJECT: Budget Adjustments/Transfers

The following are budget adjustments and transfers which would bring the listed accounts into reconciliation with expenditures through December 31, 2013.

BUDGET ADJUSTMENT AS FOLLOWS:
From Unbudgeted Reserves

FUND	AMOUNT	TO FUND/DEPT	AMOUNT
General Fund	\$2,667	Fire Dept	
		001-021-52014	\$ 288
		Meetings, travel, Conf.	
		001-021-52018	\$ 271
		Special Dept. Supplies	
		001-021-53020	\$ 308
		Vehicle Operation	
		Note: Reimb. from VOL Fire Dist	
		Community Promotion	\$ 1,800
		001-019-52127	
		School Ski Program	
		Note: Council approved 1/13/14	
Water	\$8,500	Water	
		004-050-52015	\$ 8,500
		Note: Rate Study	
		<u>To</u>	
		<u>Department Line Item</u>	
<u>Department Line Item</u>			
Police			
001-020-51025	\$1,200	001-020-51042	\$ 204
Retiree Health Insurance		Unemployment Insurance	
		001-020-51046	\$ 996
		OPEB/Post Emp Benefit	

Legal				
001-014-51012	\$5,472		001-014-55040	\$ 5,472
Contract Salary			Litigation Services	
Insurance				
001-015-52016	\$2,750		001-015-51010	\$ 2,750
Insurance			Workers Compensation	
Sunrise MHP				
012-095-52016	\$2,272		012-095-51022	\$ 1,300
Insurance			PARS System	
			012-095-51043	\$ 185
			Disability Insurance	
			012-095-51046	\$ 787
			OPEB/Post Emp Benefit	
Sewer				
002-051-51025	\$ 22		002-051-51042	\$ 22
Retiree Health Ins			Unemployment Ins	
Building				
001-022-51009	\$ 50		001-022-51010	\$ 50
PERS Employee/Employer			Workers Compension	

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KIC*

SUBJECT: ADOPTION OF FINAL BUDGET FISCAL YEAR 2013-2014

DATE: JANUARY 27, 2014

Attachments: Under separate cover -

- City of Bishop Final Budget for Fiscal Year 2013-2014

BACKGROUND/SUMMARY

Under separate cover you will find the City of Bishop Final Budget for the Fiscal Year 2013-2014. We present the final budget after the 2012-2013 fiscal year audit in order to make the appropriate adjustments presented in the audits.

This final budget reflects expenditures projected in the Preliminary budget adopted November 12, 2013 and updated with audited actual from Fiscal Year 2012-2013. The City of Bishop continues to maintain financial viability while providing essential services to the citizenry.

The Fiscal Year 2013-2014 final budget revenues are estimated at \$10,522,683 with final budget expenditures estimated at \$11,052,232. 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.

RECOMMEDATION

Review the City of Bishop Fiscal Year 2013-2014 Final Budget for adoption.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: CITY OF BISHOP FINANCIAL STATEMENT/AUDITS FY 2012-2013

DATE: JANUARY 27, 2014

Attachments: Under separate cover -

- Financial Statements/Audit for FY 2012-2013
- Sunrise Mobile Home Park Audit FY 2012-2013

BACKGROUND/SUMMARY

Please find enclosed the City of Bishop final audits for Fiscal Year 2012-2013. The independent audits presented to you this evening confirm the City's compliance with the new mandates and also confirm the fact that our budgets and financial documents are in conformance with the federal and generally accepted principles of public accounting. The following are key audit results:

- No audit findings for 2012-2013 audits.
- Audit finding for 2011-2012 has been resolved. The City has adopted a policy for GASB Statement No. 54 establishing fund balance classifications. This is discussed in Note 8 of the audited financials.
- No material weaknesses or significant deficiencies in internal controls were identified.

We also have independent confirmation that the City of Bishop has procedures in place to insure the public assets which we are charged with protecting.

I would like to thank the entire City staff for their dedicated work and especially Assistant Finance Director Cheryl Solesbee for her outstanding work on managing our budgets and financial records.

RECOMMENDATION

Review the various financial documents and consider action to be taken separately on the following agenda items:

- AGENDA ITEM NO. 11 – Accept the City of Bishop Financial Statement/Audit for FY 2012-2013.
- AGENDA ITEM NO. 12 – Accept the City of Bishop Sunrise Mobile Home Park Audit for 2012-2013.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KJC*

SUBJECT: SUNRISE MOBILE HOME PARK AUDIT FISCAL YEAR 2012-2013

DATE: JANUARY 27, 2014

**SUNRISE MOBILE HOME PARK
AUDIT FISCAL YEAR
2012-2013**

REFER TO ACTION RECOMMENDED IN STAFF
MEMO UNDER AGENDA ITEM NO. 11

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: PRESENTATION – RETIREMENT OF ASSISTANT FINANCE DIRECTOR
CHERYL SOLESBEE

DATE: JANUARY 27, 2014

BACKGROUND/SUMMARY

Assistant Finance Director Cheryl Solesbee was initially hired as the Account Clerk for the City of Bishop on November 9, 1987. Ms. Solesbee will be retiring from the City of Bishop on January 31, 2014. It is appropriate that she be honored for her many years of service to the City.

RECOMMENDATION

Make presentations to Cheryl Solesbee to honor her years of public service with the City of Bishop.

CHERYL SOLESBEE BIOGRAPHY

PERSONAL

Born in Niagra Falls, New York

Graduated from Rancho Alamitos High School in Garden Grove, California

Raised two children and currently has two grandchildren

Worked for Inyo County Auditor's Office in Independence prior to being hired as the Account Clerk for the City of Bishop

CITY SERVICE

Hired as Account Clerk for the City of Bishop on November 9, 1987

Promoted to Accounting Secretary on April 1, 1995

Promoted to Accounting Secretary/Budget Manager on May 1, 1999

Promoted to Assistant Finance Director on August 16, 2012

Ms. Solesbee will be retiring from the City of Bishop effective February 1, 2014. Her last day at work will be Friday, January 31, 2014.

**City of Bishop
Final Budget
2013/14**

Preliminary Fiscal Year 14/15

<u>BEGINNING CASH BALANCE</u>	<u>JULY 1, 2012</u>	<u>JULY 1, 2013</u>	<u>JULY 1, 2014</u>	<u>JULY 1, 2015</u>
General Fund	\$ 2,012,563	\$ 1,932,597	\$ 1,673,774	\$ 927,481
Sewer Fund	743,213	770,436	711,131	804,781
Gas Tax Fund	43,408	19,627	5,929	5,579
Water Fund	1,105,474	1,104,592	938,777	1,024,122
Bond and Trust Fund	2,543	2,571	2,571	2,571
Traffic Safety Fund	8,404	3,413	10,163	8,413
T.U.T. Measure A	155,461	(10,123)	41,227	25,192
Sunrise Mobile Home Park	157,387	161,660	129,910	59,010
Canine Program	16,430	13,199	5,699	5,699
STIP Projects	(129,309)	(115,407)	(100,807)	(100,807)
C.O.P.S	168,383	57,044	45,044	18,044
Wye Rd Intersection Improvement	834,169	653,358	-0-	-0-
GIS Grant/CDBG	(6,730)	2,892	2,892	2,892
Federal Grant #CA-0082	1,714	1,714	1,714	1,714
Home Funds Program	2,763	-0-	-0-	-0-
Home Owner Assist Program	10,000	-0-	-0-	-0-
Valley Apts/CDBG	-0-	-0-	600,000	-0-
<i>BEGINNING CASH BALANCE TOTAL</i>	<u>\$ 5,125,873</u>	<u>\$ 4,597,573</u>	<u>\$ 4,068,024</u>	<u>\$ 2,784,691</u>

<u>REVENUES--GENERAL FUND</u>	<u>Actual 12/13</u>	<u>Final 13/14</u>	<u>Adopted 14/15</u>
<u>TAXES</u>			
Property Taxes Secured	\$ 381,327	\$ 370,000	\$ 380,000
Property Taxes Unsecured	62,466	90,000	70,000
Property Taxes Prior Years	3,529	4,000	4,000
Property Taxes Homeowners	1,561	3,000	3,000
Property Tax Miscellaneous	421	30,000	2,000
VLF SWAP/Prop Tax in Lieu	279,597	280,000	280,000
Sales Tax	1,660,371	1,600,000	1,600,000
Triple Flip/Lieu Sales Tax	549,237	540,000	550,000
DWP Water Agreement	185,406	186,000	186,000
Sales Tax 1/2% Public Safety	16,833	18,000	17,000
Transient Occupancy Tax	1,834,285	1,800,000	1,830,000
Real Property Transfer Tax	12,641	4,000	13,000
Prop 1A	-0-	-0-	-0-
TOTAL TAXES	<u>\$ 4,987,674</u>	<u>\$ 4,925,000</u>	<u>\$ 4,935,000</u>

<u>LICENSES AND PERMITS</u>	<u>Actual 12/13</u>	<u>Final 13/14</u>	<u>Adopted 14/15</u>
Business Licenses	\$ 49,133	\$ 50,000	\$ 50,000
SB 1186/ADA	26	20	50
Plan Check	3,259	5,000	7,500
Strong Motion Inst Program	293	200	500
CBSC/Bldg Permits	121	100	150
Tentative Map Permits	-0-	750	750
Use Permits	6,240	3,000	7,500
Building Permits	48,319	40,000	50,000
Electrical Permits	-0-	-0-	-0-
Plumbing/ Mechanical Permits	10	-0-	-0-
Grading Permits	-0-	-0-	-0-
Electrical Franchise	33,088	34,000	34,000
TV Franchise	12,705	12,000	12,000
TOTAL LICENSES AND PERMITS	\$ 153,194	\$ 145,070	\$ 162,450
 <u>USE OF MONEY AND PROPERTY</u>			
Interest on Bank Deposits	\$ 9,459	\$ 12,000	\$ 10,000
Rental of Real Property	113,090	120,000	115,000
Interest on Loans	-0-	-0-	-0-
TOTAL USE OF MONEY AND PROPERTY	\$ 122,549	\$ 132,000	\$ 125,000
 <u>RECEIPTS FROM OTHER AGENCIES</u>			
Motor Vehicle In Lieu	\$ 1,996	\$ -0-	\$ -0-
Motor Vehicle License Fee Section 11005.7	-0-	-0-	-0-
Off Highway Motor Vehicle Fees	-0-	100	100
Reimbursement Highway Sweeping	18,333	20,000	20,000
PROP 1B/Local Streets	-0-	-0-	-0-
DOC/Recycling Grant	5,000	5,000	5,000
Reimbursement RFD Facilities	1,800	1,800	1,800
Reimbursement Small Claims	-0-	-0-	-0-
Reimbursement RFD State Compensation	9,976	10,000	10,000
Reimbursement Salary from RFD	-0-	-0-	-0-
Reimbursement Miscellaneous from RFD	29,273	50,000	30,000
Sunrise Management Fee	-0-	-0-	-0-
Loan Retirement Sunrise Park	-0-	-0-	-0-
Court Restitution Inyo County	68	-0-	-0-
Reimb Booking Fees	-0-	-0-	-0-
Peace Officers Training Reimbursement	10,241	9,600	9,000
DVROS	21	-0-	-0-
Parking Citations	8,625	15,000	10,000
Mandated Cost Reimb	-0-	-0-	-0-
Dispatch Services	10,020	18,000	18,000
911 Reimb - State	-0-	26,700	-0-
Asset Forfeiture Reimb from DOJ	-0-	52,000	-0-
E.S Transit Authority	-0-	-0-	-0-
TOTAL RECEIPTS OTHER AGENCIES	\$ 95,353	\$ 208,200	\$ 103,900
 <u>CHARGES FOR CURRENT SERVICES</u>			
Tennis	\$ -0-	\$ -0-	\$ -0-
Softball	-0-	-0-	-0-
Basketball	-0-	-0-	-0-
Tree Dedication	-0-	-0-	-0-
Summer Youth Program	-0-	-0-	-0-
Swimming Pool	47,923	38,000	40,000
Swimming Pool Miscellaneous	-0-	200	-0-
Facilities Rental Fee	2,227	3,500	3,500
Youth Athletics	15,519	20,000	20,000
Adult Athletics	35,749	30,000	30,000
TOTAL CHARGES FOR CURRENT SERVICES	\$ 101,418	\$ 91,700	\$ 93,500

MISCELLANEOUS	Actual 12/13	Final 13/14	Adopted 14/15
Sale of Personal Property	\$ 1,007	\$ 4,000	\$ 2,000
Insurance Refunds/Dividends	101,362	45,000	30,000
Forfeiture of Deposits	-0-	-0-	-0-
Miscellaneous--All Others	68,384	35,000	35,000
Centennial Coins	-0-	-0-	-0-
Fingerprinting and Reports	37,494	35,000	38,000
AB 109/Realignment	3,184	-0-	3,200
Computer Loan Pay Back	-0-	-0-	-0-
Certificate of Compliance	-0-	-0-	-0-
Civic Arts	3,175	5,000	3,200
Reimb of Federal/State Grant- Adm costs	-0-	-0-	-0-
Indian Gaming Grant/Police Dept	-0-	11,000	-0-
State Park Grant Program Prop 40	-0-	-0-	-0-
General Plan Grant/CDBG	-0-	-0-	100,000
LTC Grant/Circulation Element	-0-	-0-	-0-
1ST Five Grant/Inyo	-0-	25,000	-0-
TOTAL MISCELLANEOUS REVENUES	\$ 214,606	\$ 160,000	\$ 211,400

TOTAL GENERAL FUND REVENUES	\$ 5,674,794	\$ 5,661,970	\$ 5,631,250
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REVENUES--SEWER FUND			
Sewer Service Collections	\$ 1,070,598	\$ 1,140,000	\$ 1,140,000
Sewer Service Penalties	2,187	3,500	3,500
Sewer Permits	-0-	-0-	-0-
Sewer Assessment Fee	-0-	-0-	-0-
Reimbursement Small Claims	9,200	-0-	-0-
Interest on Bank Deposit	2,217	3,000	2,000
Sewer Miscellaneous	6,184	5,000	5,000
TOTAL SEWER FUND REVENUES	\$ 1,090,386	\$ 1,151,500	\$ 1,150,500

REVENUES--GAS TAX FUND			
Section 2105	\$ 15,692	\$ 18,000	\$ 18,000
Section 2107-5	1,000	1,000	1,000
Section 2107	27,146	26,000	28,000
Section 2106	17,713	17,000	18,000
Gas Tax Miscellaneous	-0-	-0-	-0-
Interest on Bank Deposits	123	200	200
Traffic Congestion Relief	-0-	-0-	-0-
Misc/Prop 42	35,281	55,102	36,000
TOTAL GAS TAX REVENUES	\$ 96,955	\$ 117,302	\$ 101,200

REVENUES--WATER FUND			
Water Service Collections	\$ 1,139,253	\$ 1,238,000	\$ 1,238,000
Water Service Penalties	2,086	5,000	5,000
Reimbursement Small Claims	-0-	-0-	-0-
Interest on Bank Deposits	3,135	6,000	3,000
Water Permits	-0-	-0-	-0-
Water Miscellaneous	16,885	5,000	6,000
Reimbursement from Cal Trans	-0-	-0-	-0-
Water Assessment Fee	-0-	-0-	-0-
Reimb of Federal/State Grants - STIP Projects	-0-	-0-	-0-
TOTAL WATER FUND REVENUES	\$ 1,161,359	\$ 1,254,000	\$ 1,252,000

<u>REVENUES--BOND AND TRUST FUND</u>	<u>Actual 12/13</u>	<u>Final 13/14</u>	<u>Adopted 14/15</u>
Auditorium Rental Refund	\$ -0-	\$ -0-	\$ -0-
Found Money	37	-0-	-0-
Imperial China	-0-	-0-	-0-
Check Restitution	-0-	-0-	-0-
Overages/Shortages	26	-0-	-0-
Deposits--Miscellaneous	6,195	-0-	-0-
Interest on Deposit	-0-	-0-	-0-
H.C. Lumber Accrued Interest	-0-	-0-	-0-
Bishop Pauite Dev Corp	-0-	-0-	-0-
Candidate Statement Dep	-0-	-0-	-0-
TOTAL BOND AND TRUST FUND REVENUES	\$ 6,258	\$ -0-	\$ -0-
<u>REVENUES--TRAFFIC SAFETY FUND</u>			
Fines and Forfeitures	\$ 1,588	\$ 2,000	\$ 2,000
OTS Grant	-0-	-0-	-0-
Reimb From Schools	8,250	8,200	8,200
TOTAL TRAFFIC SAFETY FUND REVENUES	\$ 9,838	\$ 10,200	\$ 10,200
<u>REVENUES--T.U.T MEASURE A</u>			
Transaction Use Tax	\$ 499,484	\$ 530,000	\$ 530,000
Misc	6,694	-0-	-0-
Salary Reimb from Fire Vol District	81,129	83,000	80,000
TOTAL T.U.T. MEASURE A REVENUES	\$ 587,307	\$ 613,000	\$ 610,000
<u>REVENUES--SUNRISE M.H. PARK FUND</u>			
Interest on Bank Deposit	\$ 247	\$ 1,000	\$ 800
Miscellaneous Sunrise Mobile Home Park	67,621	50,000	50,000
Utility Clearing Account	22,768	22,000	29,000
Operating Subsidy	-0-	-0-	-0-
Rents--Assisted	41,305	30,000	30,000
Rents--Unassisted	29,983	70,000	50,000
Insurance Refund	-0-	-0-	-0-
TOTAL SUNRISE M.H. PARK REVENUES	\$ 161,924	\$ 173,000	\$ 159,800
<u>REVENUES--CANINE</u>			
Canine Donations	\$ 154	\$ -0-	\$ -0-
TOTAL CANINE FUND REVENUES	\$ 154	\$ -0-	\$ -0-
<u>REVENUES--C.O.P.S.</u>			
COPS/AB 1913	\$ 106,092	\$ 100,000	\$ 100,000
TOTAL C.O.P.S. REVENUES	\$ 106,092	\$ 100,000	\$ 100,000
SUB -TOTAL OF REVENUES	\$ 8,895,067	\$ 9,080,972	\$ 9,014,950

<u>REVENUES--STIP PROJECTS</u>	<u>Actual 12/13</u>	<u>Final 13/14</u>	<u>Adopted 14/15</u>
Road Project A	\$ -0-	\$ -0-	\$ -0-
Snedden Improvements	52,390	15,000	-0-
N. Warren Improvements	40,232	40,700	2,101,300
Seibu to School Bike Path	16,866	50,200	300,200
Pine to Park	54,386	200,000	190,400
TOTAL STIP PROJECTS REVENUES	\$ 163,874	\$ 305,900	\$ 2,591,900
<u>REVENUES-- WYE ROAD INTERSECTION IMPRV</u>			
Reimb from Cal Trans	\$ 180,641	\$ 135,811.00	\$ -0-
Misc	-0-	-0-	-0-
HWY 6 - WYE RD FUND REVENUES	\$ 180,641	\$ 135,811	\$ -0-
<u>REVENUES--GIS/GRANTS</u>			
CDBG GIS Tech Grant	\$ 21,875	\$ -0-	\$ -0-
GIS/EDBG2599	9,625	-0-	-0-
GIS/#05-PTAA-1705	-0-	-0-	-0-
TOTAL GIS GRANT REVENUES	\$ 31,500	\$ -0-	\$ -0-
<u>REVENUES--FEDERAL GRANT #CA0082 MAC IVER</u>			
Federal Grant/BP06SP CA0082	\$ -0-	\$ -0-	\$ -0-
FEDERAL GRANT #CA0082 MAC IVER	\$ -0-	\$ -0-	\$ -0-
<u>REVENUES--HOME FUNDS PROGRAM</u>			
HCD -Home Frunds/Willow St Project	\$ -0-	\$ -0-	\$ -0-
HOME FUNDS PROGRAM FUND	\$ -0-	\$ -0-	\$ -0-
<u>HOME OWNER ASSIST PROGRAM</u>			
HCD- Home Owner Program	\$ 67,311	\$ -0-	\$ -0-
HOME OWNER ASSIST PROGRAM FUND	\$ 67,311	\$ -0-	\$ -0-
<u>REVENUES--CDBG GRANT</u>			
VALLEY APARTMENTS #13 CDBG 8972			
Valley Apartments	\$ -0-	\$ 1,000,000	\$ -0-
VALLEY APTS/IMACA PROGRAM FUND	\$ -0-	\$ 1,000,000	\$ -0-
TOTAL REVENUES--ALL FUNDS	\$ 9,338,393	\$ 10,522,683	\$ 11,606,850

EXPENDITURES**GENERAL FUND EXPENDITURES**

	Actual 12/13	Final 13/14	Adopted 14/15
City Council	\$ 169,731	\$ 173,900	\$ 147,200
Administration	361,815	362,200	322,600
Finance	173,526	193,000	189,500
Treasurer	1,865	1,915	1,915
Legal Services	174,298	71,300	71,500
Insurance	292,095	360,400	330,400
Buildings and Grounds	194,972	187,800	229,500
Elections	1,607	4,000	4,500
Community Promotion	153,997	183,750	181,600
Police Department	2,910,123	3,131,500	3,530,000
Fire Department	205,173	223,518	226,778
Building	107,742	122,895	126,895
Street Maintenance	174,326	187,905	209,895
PROP 1B/Local Streets	-0-	-0-	-0-
Street Sweeping	86,274	96,600	121,300
Street Lighting	39,152	40,000	43,000
Emergency Preparedness	2,512	4,500	3,300
Parks and Recreation	338,802	341,350	353,100
Planning Department	166,935	234,260	284,560
Civic Arts Commission	18,225	-0-	-0-
STIP Projects Shared Costs	-0-	-0-	-0-
SUB-TOTAL GENERAL FUND EXPENDITURES	\$ 5,573,170	\$ 5,920,793	\$ 6,377,543

TOTAL GENERAL FUND EXPENDITURES**\$ 5,573,170****\$ 5,920,793****\$ 6,377,543****EXPENDITURES--SEWER FUND**

Salaries and Benefits	\$ 592,092	\$ 618,500	\$ 630,600
Supplies and Services	85,673	158,745	95,490
Equipment Operation	19,579	22,560	21,760
Capital Equipment	-0-	-0-	16,000
Capital Improvement	11	410,000	293,000
Capital Equipment Replacement	-0-	-0-	-0-
Capital Expense COP Payment	-0-	-0-	-0-
Other misc chgs	500	1,000	-0-
Depreciation	80,790	-0-	-0-
TOTAL SEWER FUND EXPENDITURES	\$ 778,645	\$ 1,210,805	\$ 1,056,850

EXPENDITURES--GAS TAX FUND

Salaries and Benefits	\$ 119,063	\$ 129,000	\$ 101,550
Supplies and Services	1,800	2,000	-0-
Equipment Operation	-0-	-0-	-0-
Capital Equipment	-0-	-0-	-0-
Capital Improvement	-0-	-0-	-0-
Projects	-0-	-0-	-0-
TOTAL GAS TAX FUND EXPENDITURES	\$ 120,863	\$ 131,000	\$ 101,550

EXPENDITURES--WATER FUND	Actual 12/13	Final 13/14	Adopted 14/15
Salaries and Benefits	\$ 599,349	\$ 632,700	\$ 628,300
Supplies and Services	116,058	123,855	122,095
Equipment Operation	14,824	14,760	14,760
Other Charges	1,867	2,500	2,500
Capital Improvements	-0-	590,000	340,000
Capital Equipment	-0-	-0-	16,000
Capital Equipment Replacement	-0-	-0-	-0-
Loan Payment Set Aside	-0-	43,000	43,000
Capital Expense--COP Payment	-0-	-0-	-0-
Interest	12,006	13,000	-0-
Depreciation	122,927	-0-	-0-
TOTAL WATER FUND EXPENDITURES	\$ 867,031	\$ 1,419,815	\$ 1,166,655

EXPENDITURES--BOND AND TRUST FUND			
Auditorium Refunds	\$ -0-	\$ -0-	\$ -0-
Bid Bonds Deposit	6,195	-0-	-0-
Found Money	35	-0-	-0-
Deposits--Miscellaneous	-0-	-0-	-0-
Interests on Deposits	-0-	-0-	-0-
Min Manufactured Homes	-0-	-0-	-0-
K Mart/Cal Trans	-0-	-0-	-0-
Imperial China/Performance Bond	-0-	-0-	-0-
Tumbleweed Performance Bond	-0-	-0-	-0-
Over & Shortages	-0-	-0-	-0-
TOTAL BOND AND TRUST EXPENDITURES	\$ 6,230	\$ -0-	\$ -0-

EXPENDITURES--TRAFFIC SAFETY FUND			
Salaries and Benefits	\$ 14,725	\$ 3,450	\$ 11,950
Supplies and Services	-0-	-0-	-0-
Capital Equipment	-0-	-0-	-0-
TOTAL TRAFFIC SAFETY EXPENDITURES	\$ 14,725	\$ 3,450	\$ 11,950

EXPENDITURES--T.U.T. MEASURE A			
Salaries and Benefits	\$ 578,700	\$ 393,800	\$ 396,335
Supplies and Services	119,334	120,650	117,500
Equipment Operation	6,909	8,000	8,000
Building Operation	328	500	500
Rentals - Refunds	37,294	38,700	38,700
Capital Improvement	-0-	-0-	30,000
Capital Equipment	26,595	-0-	35,000
Cap Exp - COP Payment	-0-	-0-	-0-
TOTAL TUT MEASURE A EXPENDITURES	\$ 769,160	\$ 561,650	\$ 626,035

EXPENDITURES--SUNRISE MOBILE PARK			
Salaries and Benefits	\$ 77,323	\$ 123,300	\$ 117,400
Supplies and Services	57,427	76,450	72,300
Capital Improvements	-0-	5,000	41,000
Capital Equipment	-0-	-0-	-0-
Depreciation	2,184	-0-	-0-
Replacement Reserve	2,394	-0-	-0-
Rental Refunds	-0-	-0-	-0-
TOTAL SUNRISE M. H. PARK EXPENDITURES	\$ 139,328	\$ 204,750	\$ 230,700

EXPENDITURES--CANINE PROGRAM	Actual 12/13	Final 13/14	Adopted 14/15
Special Department Supplies	\$ 3,528	\$ 7,500	\$ -0-
Capital Equipment	-0-	-0-	-0-
Training	-0-	-0-	-0-
TOTAL CANINE PROGRAM EXPENDITURES	\$ 3,528	\$ 7,500	\$ -0-
COPS/			
EXPENDITURES--CIT OPTION PUBLIC SAFETY			
Salaries & Benefits	\$ 122,128	\$ 92,000	\$ 107,000
Special Dept Supplies	26,393	20,000	20,000
Capital Equipment	-0-	-0-	-0-
TOTAL COPS EXPENDITURES	\$ 148,521	\$ 112,000	\$ 127,000
WYE RD INTERSECTION IMPROVEMENT			
Salaries	\$ 8,153	\$ -0-	\$ -0-
Professional & Technical Services	8,477	50,000	-0-
Capital Improvement	164,010	739,169	-0-
TOTAL HWY 6/WYE RD EXPENDITURES	\$ 180,640	\$ 789,169	\$ -0-
SUB-TOTAL OF EXPENDITURES	\$ 8,601,841	\$ 10,360,932	\$ 9,698,283
EXPENDITURES			
STIP Projects			
Road Project A	\$ -0-	\$ -0-	\$ -0-
Sneden St Project	81,451	-0-	-0-
N. Warren Improvements	68,364	40,700	2,101,300
Seibu to School Bike Path	28,823	50,200	300,200
Pine to Park	7,205	200,400	190,400
Bus Pullouts	-0-	-0-	-0-
SUB-TOTAL STIP EXPENDITURES	\$ 185,843	\$ 291,300	\$ 2,591,900
GIS GRANTS			
Office Supplies	\$ 6	\$ -0-	\$ -0-
Contract Services	13,125	-0-	-0-
GIS GRANTS	\$ 13,131	\$ -0-	\$ -0-
FEDERAL GRANT - #CA0082 MAC IVER			
Federal Grant/BP06SP CA 0082	\$ -0-	\$ -0-	\$ -0-
FEDERAL GRANT MAC IVER FUND	\$ -0-	\$ -0-	\$ -0-
HOME FUNDS PROGRAM			
HCD - Home Funds/Willow St	\$ -0-	\$ -0-	\$ -0-
HOME FUNDS PROGRAM FUND	\$ -0-	\$ -0-	\$ -0-
HOMEOWNER ASSIST PROGRAM			
Homeowner Assist Program	\$ 67,311	\$ -0-	\$ -0-
HOMEOWNER ASSIST PROGRAM FUND	\$ 67,311	\$ -0-	\$ -0-
VALLEY APARTMENTS #13 CDBG 8972			
Valley Apartments	\$ -0-	\$ 400,000	\$ 600,000
VALLEY APTS/IMACA PROGRAM FUND	\$ -0-	\$ 400,000	\$ 600,000
TOTAL EXPENDITURES--ALL FUNDS	\$ 8,868,126	\$ 11,052,232	\$ 12,890,183

ENDING CASH BALANCE-ALL FUNDS	Ending Balance 6/30/13 Actual 12/13	Ending Balance Final 13/14	Ending Balance Adopted 14/15
General Fund	\$ 1,932,597	\$ 1,673,774	\$ 927,481
Auditor's accruals/transfers			
<i>Auditor's accruals/transfers - Revenues (261,057)</i>			
<i>Auditor's accruals/transfers - Expenditure 79,467</i>			
Sewer Fund	770,436	711,131	804,781
<i>Auditor's accruals/transfers - Revenue (303,956)</i>			
<i>Auditor's accruals/transfers - Expenditure 19,438</i>			
Gas Tax Fund	19,627	5,929	5,579
<i>Auditor's accruals/transfers - Revenue 8</i>			
<i>Auditor's accruals/transfers - Expenditure 119</i>			
Water Fund	1,104,592	938,777	1,024,122
<i>Auditor's accruals/transfers - Revenue (214,891)</i>			
<i>Auditor's accruals/transfers - Expenditure (80,319)</i>			
Bond and Trust Fund	2,571	2,571	2,571
Traffic Safety Fund	3,413	10,163	8,413
<i>Rev accrual (104)</i>			
T.U.T. Measure A	(10,123)	41,227	25,192
<i>Reclass negative cash/due from other funds 16,269</i>			
Sunrise Mobile Home Park Fund	161,660	129,910	59,010
<i>Auditor's accruals/transfers - Expenditure (18,323)</i>			
Canine Program	13,199	5,699	5,699
<i>Auditor's accruals/transfers - Expenditure 143</i>			
STIP PROJECTS	(115,407)	(100,807)	(100,807)
<i>Auditor's accruals/transfers - Revenue 20,741</i>			
<i>Auditor's accruals/transfers - Expenditure 1,228</i>			
<i>Reclass negative cash/due from other funds 13,902</i>			
C.O.P.S.	57,044	45,044	18,044
<i>Auditor's accruals/transfers - Revenue (51,994)</i>			
<i>Auditor's accruals/transfers - Expenditure (16,916)</i>			
Wye Road Intersection Improvement	653,358	-0-	-0-
<i>Auditor's accruals/transfers - Expenditure (180,812)</i>			
GIS CDBG GRANT	2,892	2,892	2,892
<i>Auditor's accruals/transfers - Revenue 27,125</i>			
<i>Auditor's accruals/transfers - Expenditure (35,872)</i>			
FED GRANT/ Mac Iver/B06SP/CA0082	1,714	1,714	1,714
HOME FUNDS PROGRAM	-0-	-0-	-0-
<i>Auditor's accruals/transfers - Revenue (76,756)</i>			
<i>Auditor's accruals/transfers - Expenditure 73,993</i>			

ENDING CASH BALANCE-ALL FUNDS	Ending Balance 6/30/13 Actual 12/13	Ending Balance Final 13/14	Ending Balance Adopted 14/15
HOME OWNER ASSIST PROGRAM	-0-	-0-	-0-
<i>Auditor's accruals/transfers - Revenue (10,000)</i>			
<i>Auditor's accruals/transfers - Expenditure -0-</i>			
VALLEY APTS/CDBG	-0-	600,000	-0-
 TOTAL ENDING CASH BALANCE-ALL FUNDS			
\$	<u>4,597,573</u>	<u>\$ 4,068,024</u>	<u>\$ 2,784,691</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
010 - CITY COUNCIL

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>18,899</u>	<u>18,000</u>	<u>17,700</u>	<u>19,500</u>	<u>20,000</u>
51007 HEALTH INSURANCE	<u>50,898</u>	<u>42,700</u>	<u>39,100</u>	<u>42,000</u>	<u>38,000</u>
51008 DENTAL INSURANCE	<u>6,024</u>	<u>7,500</u>	<u>7,155</u>	<u>7,500</u>	<u>8,800</u>
51010 WORKERS COMPENSATION	<u>174</u>	<u>200</u>	<u>177</u>	<u>200</u>	<u>200</u>
51011 MEDICARE TAX	<u>266</u>	<u>300</u>	<u>223</u>	<u>300</u>	<u>300</u>
51017 FICA	<u>222</u>	<u>300</u>	<u>230</u>	<u>300</u>	<u>300</u>
51025 RETIREE HEALTH INSURANCE	<u>50,812</u>	<u>53,000</u>	<u>50,902</u>	<u>58,000</u>	<u>42,000</u>
51043 DISABILITY INSURANCE	<u>588</u>	<u>600</u>	<u>568</u>	<u>600</u>	<u>600</u>
51046 OPEB/POST EMP BENEFITS					
52009 TRAINING	<u>950</u>	<u>1,125</u>	<u>1,065</u>	<u>1,000</u>	<u>1,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
010 - CITY COUNCIL

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52011 ADVERTISING/PRINTING	<u>1,534</u>	<u>3,875</u>	<u>3,457</u>	<u>4,500</u>	<u>3,500</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>896</u>	<u>1,500</u>	<u>515</u>	<u>1,500</u>	<u>1,000</u>
52013 COMMUNICATIONS	<u>82</u>	<u>500</u>	<u>450</u>	<u>500</u>	<u>500</u>
52014 MEETINGS, TRAVEL, CONF.	<u>12,810</u>	<u>12,000</u>	<u>11,786</u>	<u>16,000</u>	<u>14,000</u>
52015 PROFESSIONAL/TECH. SVS.	<u>8,311</u>	<u>32,167</u>	<u>32,305</u>	<u>15,000</u>	<u>10,000</u>
52018 SPECIAL DEPT. SUPPLIES	<u>2,149</u>	<u>2,633</u>	<u>1,414</u>	<u>3,000</u>	<u>3,000</u>
52019 MISC. DUES & SUBSCRIPT.	<u>2,844</u>	<u>3,000</u>	<u>2,684</u>	<u>3,000</u>	<u>3,000</u>
56028 CAPITAL EQUIPMENT				<u>1,000</u>	<u>1,000</u>
TOTAL	<u>157,459</u>	<u>179,400</u>	<u>169,731</u>	<u>173,900</u>	<u>147,200</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
011 - ADMINISTRATION

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>173,628</u>	<u>168,905</u>	<u>168,905</u>	<u>150,000</u>	<u>140,000</u>
51002 SALARIES/PART-TIME					
51004 OVERTIME WAGES	<u>4,245</u>	<u>7,500</u>	<u>6,457</u>	<u>7,500</u>	<u>6,800</u>
51007 HEALTH INSURANCE	<u>25,777</u>	<u>25,545</u>	<u>25,545</u>	<u>27,000</u>	<u>30,000</u>
51008 DENTAL INSURANCE	<u>3,050</u>	<u>4,841</u>	<u>4,840</u>	<u>2,500</u>	<u>2,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>40,536</u>	<u>43,000</u>	<u>40,210</u>	<u>45,000</u>	<u>34,000</u>
51010 WORKERS COMPENSATION	<u>4,026</u>	<u>3,600</u>	<u>3,293</u>	<u>3,600</u>	<u>2,200</u>
51011 MEDICARE TAX	<u>2,578</u>	<u>2,484</u>	<u>2,482</u>	<u>2,300</u>	<u>2,300</u>
51017 FICA	<u>440</u>				
51022 P.A.R.S SYSTEM	<u>32,627</u>	<u>28,000</u>	<u>27,389</u>	<u>35,000</u>	<u>35,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
011 - ADMINISTRATION

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51024 EMPLOYER COMP MATCH	<u>4,111</u>	<u>3,200</u>	<u>2,021</u>	<u>3,200</u>	<u>3,200</u>
51025 RETIREE HEALTH INSURANCE	<u>24,938</u>	<u>29,235</u>	<u>29,235</u>	<u>30,000</u>	<u>28,000</u>
51042 UNEMPLOYMENT INS.	<u>11,375</u>	<u>11,525</u>	<u>10,936</u>	<u>14,000</u>	
51043 DISABILITY INSURANCE	<u>2,278</u>	<u>3,000</u>	<u>2,227</u>	<u>3,000</u>	<u>3,200</u>
51046 OPEB/POST EMP BENEFITS	<u>11,673</u>	<u>13,290</u>	<u>13,217</u>	<u>12,000</u>	<u>13,000</u>
52009 TRAINING	<u>475</u>	<u>1,000</u>	<u>575</u>	<u>1,000</u>	<u>4,000</u>
52011 ADVERTISING/PRINTING	<u>1,483</u>	<u>600</u>	<u>436</u>	<u>600</u>	<u>600</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>1,919</u>	<u>2,400</u>	<u>2,332</u>	<u>1,600</u>	<u>1,600</u>
52013 COMMUNICATIONS	<u>362</u>	<u>500</u>	<u>126</u>	<u>1,000</u>	<u>600</u>
52014 MEETINGS, TRAVEL, CONF.	<u>6,185</u>	<u>4,400</u>	<u>4,398</u>	<u>7,000</u>	<u>7,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
011 - ADMINISTRATION

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52015 PROFESSIONAL/TECH. SVS.	<u>2,178</u>	<u>12,375</u>	<u>12,370</u>	<u>8,000</u>	<u>2,000</u>
52018 SPECIAL DEPT. SUPPLIES	<u>617</u>	<u>500</u>	<u>96</u>	<u>800</u>	<u>800</u>
52019 MISC. DUES & SUBSCRIPT.	<u>352</u>	<u>1,500</u>	<u>1,106</u>	<u>1,500</u>	<u>1,500</u>
52030 MISC. ADM/EMP COMP PRGRM		<u>200</u>	<u>79</u>		
53022 OFFICE EQUIP. OPERATION	<u>3,404</u>	<u>3,600</u>	<u>3,540</u>	<u>3,600</u>	<u>3,800</u>
56028 CAPITAL EQUIPMENT				<u>2,000</u>	<u>1,000</u>
TOTAL	<u>358,257</u>	<u>371,200</u>	<u>361,815</u>	<u>362,200</u>	<u>322,600</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
012 - FINANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>36,085</u>	<u>39,623</u>	<u>39,622</u>	<u>42,000</u>	<u>42,000</u>
51002 SALARIES/PART-TIME	<u>26,511</u>	<u>23,559</u>	<u>23,406</u>	<u>28,000</u>	<u>31,000</u>
51004 OVERTIME WAGES	<u>5,226</u>	<u>1,973</u>	<u>1,127</u>		
51007 HEALTH INSURANCE	<u>5,760</u>	<u>6,200</u>	<u>5,915</u>	<u>6,800</u>	<u>7,200</u>
51008 DENTAL INSURANCE	<u>741</u>	<u>804</u>	<u>803</u>	<u>700</u>	<u>800</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>10,551</u>	<u>12,520</u>	<u>12,513</u>	<u>13,000</u>	<u>14,000</u>
51010 WORKERS COMPENSATION	<u>643</u>	<u>800</u>	<u>646</u>	<u>1,000</u>	<u>800</u>
51011 MEDICARE TAX	<u>984</u>	<u>1,095</u>	<u>922</u>	<u>1,200</u>	<u>1,200</u>
51017 FICA	<u>940</u>	<u>1,105</u>	<u>1,104</u>	<u>1,000</u>	<u>1,000</u>
51022 P.A.R.S SYSTEM	<u>7,582</u>	<u>9,189</u>	<u>8,640</u>	<u>9,600</u>	<u>1,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
012 - FINANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51024 EMPLOYER COMP MATCH	<u>1,500</u>	<u>1,721</u>	<u>1,721</u>	<u>1,600</u>	<u>1,600</u>
51025 RETIREE HEALTH INSURANCE	<u>7,927</u>	<u>7,600</u>	<u>7,562</u>	<u>10,000</u>	<u>8,000</u>
51043 DISABILITY INSURANCE	<u>696</u>	<u>800</u>	<u>799</u>	<u>800</u>	<u>800</u>
51046 OPEB/POST EMP BENEFITS	<u>3,082</u>	<u>3,411</u>	<u>3,411</u>	<u>5,000</u>	<u>3,800</u>
52009 TRAINING				<u>1,000</u>	<u>1,500</u>
52011 ADVERTISING/PRINTING	<u>153</u>	<u>500</u>	<u>162</u>	<u>500</u>	<u>500</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>4,608</u>	<u>3,800</u>	<u>3,775</u>	<u>4,600</u>	<u>4,000</u>
52013 COMMUNICATIONS	<u>57</u>	<u>500</u>	<u>49</u>	<u>500</u>	<u>300</u>
52014 MEETINGS, TRAVEL, CONF.	<u>1,876</u>	<u>2,000</u>	<u>1,497</u>	<u>2,000</u>	<u>2,000</u>
52015 PROFESSIONAL/TECH. SVS.	<u>48,342</u>	<u>51,211</u>	<u>51,211</u>	<u>43,000</u>	<u>58,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
012 - FINANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52018 SPECIAL DEPT. SUPPLIES	<u>260</u>	<u>2,089</u>	<u>2,087</u>	<u>1,200</u>	<u>2,500</u>
52019 MISC. DUES & SUBSCRIPT.	<u>164</u>	<u>500</u>	<u>82</u>	<u>500</u>	<u>500</u>
52116 E.S. TRANSIT AUTH LOAN	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
53022 OFFICE EQUIP. OPERATION	<u>8,859</u>	<u>6,900</u>	<u>6,472</u>	<u>6,500</u>	<u>6,500</u>
55023 EXP-SMALL CLAIMS	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
55024 RENTALS-REFUNDS	<u>487</u>	<u>500</u>	<u></u>	<u>500</u>	<u>500</u>
56028 CAPITAL EQUIPMENT	<u>5,200</u>	<u>5,500</u>	<u></u>	<u>12,000</u>	<u></u>
56029 CAPITAL EQUIP. REPLACE.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
TOTAL	<u>178,234</u>	<u>183,900</u>	<u>173,526</u>	<u>193,000</u>	<u>189,500</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
013 - TREASURER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
51007 HEALTH INSURANCE	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
51010 WORKERS COMPENSATION	<u>17</u>	<u>50</u>	<u>18</u>	<u>50</u>	<u>50</u>
51011 MEDICARE TAX	<u>26</u>	<u>30</u>	<u>23</u>	<u>30</u>	<u>30</u>
51017 FICA	<u>24</u>	<u>35</u>	<u>24</u>	<u>35</u>	<u>35</u>
51046 OPEB/POST EMP BENEFITS	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
52009 TRAINING	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u>1,867</u>	<u>1,915</u>	<u>1,865</u>	<u>1,915</u>	<u>1,915</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
014 - LEGAL SERVICES

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51011 MEDICARE TAX					
51012 CONTRACT SALARY	<u>66,000</u>	<u>65,634</u>	<u>60,500</u>	<u>66,000</u>	<u>66,000</u>
52014 MEETINGS, TRAVEL, CONF.	<u>475</u>	<u>1,254</u>	<u>1,253</u>	<u>1,000</u>	<u>1,000</u>
52015 PROFESSIONAL/TECH. SVS.		<u>23,007</u>	<u>22,938</u>		
52018 SPECIAL DEPT. SUPPLIES					
52019 MISC. DUES & SUBSCRIPT.	<u>3,544</u>	<u>3,312</u>	<u>3,311</u>	<u>3,300</u>	<u>3,500</u>
55040 LITIGATION SERVICES	<u>3,521</u>	<u>86,297</u>	<u>86,296</u>	<u>1,000</u>	<u>1,000</u>
TOTAL	<u>73,540</u>	<u>179,504</u>	<u>174,298</u>	<u>71,300</u>	<u>71,500</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
015 - INSURANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51008 DENTAL INSURANCE					
51009 PERS EMPLOYEE/EMPLOYER		200	200	200	200
51010 WORKERS COMPENSATION	15,311	11,000	10,538	6,000	11,000
51042 UNEMPLOYMENT INS.					
51043 DISABILITY INSURANCE					
51046 OPEB/POST EMP BENEFITS					
52008 ADMINISTRATION FEES	3,499	4,200	2,116	4,200	4,200
52016 INSURANCE	305,393	380,000	279,241	350,000	315,000
TOTAL	324,203	395,400	292,095	360,400	330,400
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
016 - BUILDING AND GROUNDS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>46,466</u>	<u>48,000</u>	<u>45,261</u>	<u>36,000</u>	<u>48,000</u>
51002 SALARIES/PART-TIME	<u>12,909</u>	<u>14,972</u>	<u>13,000</u>	<u>26,000</u>	<u>39,000</u>
51004 OVERTIME WAGES		<u>3,300</u>	<u>2,942</u>	<u>1,000</u>	<u>1,000</u>
51007 HEALTH INSURANCE	<u>7,316</u>	<u>8,000</u>	<u>7,781</u>	<u>8,000</u>	<u>8,000</u>
51008 DENTAL INSURANCE	<u>697</u>	<u>800</u>	<u>661</u>	<u>800</u>	<u>800</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>14,053</u>	<u>15,000</u>	<u>14,109</u>	<u>16,000</u>	<u>16,000</u>
51010 WORKERS COMPENSATION	<u>4,410</u>	<u>7,000</u>	<u>5,512</u>	<u>7,000</u>	<u>7,000</u>
51011 MEDICARE TAX	<u>861</u>	<u>1,400</u>	<u>876</u>	<u>1,400</u>	<u>1,400</u>
51017 FICA	<u>696</u>	<u>800</u>	<u>697</u>	<u>800</u>	<u>800</u>
51022 P.A.R.S SYSTEM	<u>10,331</u>	<u>10,500</u>	<u>10,075</u>	<u>10,500</u>	<u>10,500</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
016 - BUILDING AND GROUNDS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51024 EMPLOYER COMP MATCH					
51025 RETIREE HEALTH INSURANCE					
51042 UNEMPLOYMENT INS.					
51043 DISABILITY INSURANCE	640	1,200	584	1,200	1,000
51046 OPEB/POST EMP BENEFITS	3,799	6,000	4,029	6,000	5,000
52010 HEAT, LIGHT, POWER	45,959	50,662	50,662	42,500	48,000
52011 ADVERTISING/PRINTING	47	43	42		
52013 COMMUNICATIONS	6,147	7,090	7,089	6,000	7,000
52015 PROFESSIONAL/TECH. SVS.	5,347	5,344	5,341	6,000	6,000
52017 WASTE FEES	2,036	2,312	2,312	2,100	2,500

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
016 - BUILDING AND GROUNDS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52018 SPECIAL DEPT. SUPPLIES	<u>1,292</u>	<u>2,877</u>	<u>4,585</u>	<u>3,000</u>	<u>3,000</u>
53020 VEHICLE OPERATION	<u>1,066</u>	<u>1,000</u>	<u>579</u>	<u>1,000</u>	<u>1,000</u>
54023 BUILDING OPERATION	<u>5,878</u>	<u>7,500</u>	<u>7,282</u>	<u>7,500</u>	<u>7,500</u>
56027 CAPITAL IMPROVEMENT		<u>27,497</u>	<u>11,553</u>	<u>5,000</u>	<u>16,000</u>
56028 CAPITAL EQUIPMENT					
56029 CAPITAL EQUIP. REPLACE.					
56032 CAP EXP - COP PAYMENT					
TOTAL	<u>169,950</u>	<u>221,297</u>	<u>194,972</u>	<u>187,800</u>	<u>229,500</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
018 - ELECTIONS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51002 SALARIES/PART-TIME					
52009 TRAINING					1,000
52011 ADVERTISING/PRINTING	83	103	96	100	100
52012 OFFICE SUPPLIES, POSTAGE	851	657	7	900	900
52013 COMMUNICATIONS		200	133		
52015 PROFESSIONAL/TECH. SVS.	500	2,455	1,371	2,500	2,000
52018 SPECIAL DEPT. SUPPLIES	43	436		500	500
TOTAL	1,477	3,851	1,607	4,000	4,500

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
019 - COMMUNITY PROMOTION

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52111 CHAMBER OF COMMERCE	128,304	128,304	128,304	143,000	143,000
52113 LAWS MUSEUM	11,664	11,664	11,664	12,000	12,600
52119 CIVIC ARTS				20,000	20,000
52120 SENIOR LEGAL PROGRAM	1,000	1,000	1,000		1,000
52121 ESAAA/SENIOR PROGRAM	9,696	5,000	5,000	5,000	
52123 SENIOR REC. PROGRAM		250		250	
52125 TRI COUNTY FAIR/CHSRA	1,094	1,094		3,500	5,000
52126 SENIOR DISC/WTR-SWR PRGM			8,029		
TOTAL	151,758	147,312	153,997	183,750	181,600

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
020 - POLICE DEPARTMENT

	<u>11-12 Actual Expend.</u>	<u>12-13 Budget</u>	<u>12-13 Final Expend.</u>	<u>13-14 Budget Request</u>	<u>14-15 Budget Request</u>
51001 SALARIES-FULL TIME	<u>1,194,754</u>	<u>1,193,500</u>	<u>1,189,994</u>	<u>1,370,000</u>	<u>1,475,000</u>
51002 SALARIES/PART-TIME	<u>17,482</u>	<u>28,000</u>	<u>15,052</u>	<u>48,000</u>	<u>32,000</u>
51003 RESERVES-PART/TIME					<u>35,000</u>
51004 OVERTIME WAGES	<u>88,368</u>	<u>110,000</u>	<u>106,094</u>	<u>110,000</u>	<u>100,000</u>
51007 HEALTH INSURANCE	<u>227,251</u>	<u>258,850</u>	<u>251,973</u>	<u>300,000</u>	<u>348,000</u>
51008 DENTAL INSURANCE	<u>24,293</u>	<u>26,500</u>	<u>26,457</u>	<u>30,000</u>	<u>40,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>450,831</u>	<u>482,870</u>	<u>473,807</u>	<u>500,000</u>	<u>565,000</u>
51010 WORKERS COMPENSATION	<u>100,179</u>	<u>96,750</u>	<u>94,341</u>	<u>100,000</u>	<u>85,000</u>
51011 MEDICARE TAX	<u>19,791</u>	<u>20,400</u>	<u>20,387</u>	<u>16,000</u>	<u>20,000</u>
51015 SHIFT DIFFERENTIAL PAY	<u>78,822</u>	<u>89,000</u>	<u>88,960</u>	<u>70,000</u>	<u>90,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
020 - POLICE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51017 FICA	<u>710</u>	<u>1,000</u>	<u>841</u>	<u>1,000</u>	<u>1,000</u>
51019 SALARIES-CADETS					
51022 P.A.R.S SYSTEM	<u>66,443</u>	<u>70,000</u>	<u>64,950</u>	<u>63,000</u>	<u>65,000</u>
51024 EMPLOYER COMP MATCH	<u>3,334</u>	<u>5,000</u>	<u>3,348</u>	<u>6,000</u>	<u>6,500</u>
51025 RETIREE HEALTH INSURANCE	<u>199,017</u>	<u>217,000</u>	<u>193,003</u>	<u>208,000</u>	<u>210,000</u>
51042 UNEMPLOYMENT INS.	<u>283</u>				
51043 DISABILITY INSURANCE	<u>21,060</u>	<u>23,000</u>	<u>21,815</u>	<u>21,000</u>	<u>23,000</u>
51044 LIABILITY CLAIMS					
51046 OPEB/POST EMP BENEFITS	<u>96,617</u>	<u>103,000</u>	<u>102,470</u>	<u>72,000</u>	<u>115,000</u>
52009 TRAINING	<u>21,500</u>	<u>27,842</u>	<u>26,908</u>	<u>15,000</u>	<u>15,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
020 - POLICE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52010 HEAT, LIGHT, POWER	<u>23,065</u>	<u>20,620</u>	<u>14,292</u>	<u>25,000</u>	<u>25,000</u>
52011 ADVERTISING/PRINTING	<u>1,112</u>	<u>1,000</u>	<u>716</u>	<u>3,000</u>	<u>3,000</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>6,341</u>	<u>8,208</u>	<u>8,207</u>	<u>6,000</u>	<u>6,000</u>
52013 COMMUNICATIONS	<u>29,366</u>	<u>35,771</u>	<u>35,764</u>	<u>35,000</u>	<u>35,000</u>
52014 MEETINGS, TRAVEL, CONF.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
52015 PROFESSIONAL/TECH. SVS.	<u>34,565</u>	<u>33,400</u>	<u>33,400</u>	<u>30,000</u>	<u>35,000</u>
52018 SPECIAL DEPT. SUPPLIES	<u>7,387</u>	<u>9,619</u>	<u>9,451</u>	<u>15,000</u>	<u>15,000</u>
52019 MISC. DUES & SUBSCRIPT.	<u>555</u>	<u>2,000</u>	<u>1,891</u>	<u>2,000</u>	<u>2,000</u>
52021 FINGERPRINT FEES	<u>13,374</u>	<u>14,301</u>	<u>14,301</u>	<u>13,000</u>	<u>13,000</u>
52023 BOOKING FEES	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
020 - POLICE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52218 PRISONER TSP.& INVEST.		1,000		1,000	1,000
52650 ASSET FORFEIT EXPENSES	3,878	20,238	19,740		52,000
52654 INDIAN GAMING GRANT	21,953				11,000
53020 VEHICLE OPERATION	64,839	62,886	62,886	55,000	55,000
53022 OFFICE EQUIP. OPERATION	5,722	6,500	5,765	6,500	6,500
54023 BUILDING OPERATION	6,872	10,311	10,310	10,000	10,000
54024 AB 109/REALIGNMENT EXP					
55024 RENTALS-REFUNDS					
55040 LITIGATION SERVICES	95				
56027 CAPITAL IMPROVEMENT		13,000	13,000		

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
020 - POLICE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
56028 CAPITAL EQUIPMENT	36,289				35,000
56029 CAPITAL EQUIP. REPLACE.					
TOTAL	2,866,148	2,991,566	2,910,123	3,131,500	3,530,000
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
021 - FIRE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>7,800</u>	<u>8,500</u>	<u>8,440</u>	<u>8,500</u>	<u>8,500</u>
51002 SALARIES/PART-TIME	<u>49,482</u>	<u>54,444</u>	<u>54,444</u>	<u>48,000</u>	<u>51,300</u>
51007 HEALTH INSURANCE	<u>2,306</u>	<u>2,723</u>	<u>2,508</u>	<u>3,500</u>	<u>3,500</u>
51008 DENTAL INSURANCE	<u>221</u>	<u>350</u>	<u>343</u>	<u>300</u>	<u>300</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>4,168</u>	<u>4,913</u>	<u>4,912</u>	<u>4,300</u>	<u>4,300</u>
51010 WORKERS COMPENSATION	<u>22,065</u>	<u>19,516</u>	<u>19,515</u>	<u>23,000</u>	<u>23,000</u>
51011 MEDICARE TAX	<u>430</u>	<u>1,000</u>	<u>416</u>	<u>1,000</u>	<u>1,000</u>
51017 FICA	<u>813</u>	<u>800</u>	<u>794</u>	<u>800</u>	<u>800</u>
51022 P.A.R.S SYSTEM	<u>1,654</u>	<u>1,800</u>	<u>1,789</u>	<u>1,800</u>	<u>1,800</u>
51025 RETIREE HEALTH INSURANCE	<u>6,438</u>	<u>5,903</u>	<u>5,903</u>	<u>6,800</u>	<u>6,800</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
021 - FIRE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51041 FIREMANS LIFE INS.	<u>2,052</u>	<u>2,106</u>	<u>1,899</u>	<u>2,200</u>	<u>2,160</u>
51043 DISABILITY INSURANCE	<u>147</u>	<u>300</u>	<u>280</u>	<u>300</u>	<u>300</u>
51046 OPEB/POST EMP BENEFITS	<u>614</u>	<u>1,000</u>	<u>717</u>	<u>1,000</u>	<u>1,000</u>
52009 TRAINING	<u>5,171</u>	<u>432</u>	<u>409</u>	<u>2,000</u>	<u>1,000</u>
52010 HEAT, LIGHT, POWER	<u>5,207</u>	<u>7,124</u>	<u>7,124</u>	<u>5,500</u>	<u>7,990</u>
52011 ADVERTISING/PRINTING		<u>100</u>		<u>100</u>	<u>100</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>250</u>	<u>350</u>	<u>226</u>	<u>200</u>	<u>100</u>
52013 COMMUNICATIONS	<u>5,322</u>	<u>4,368</u>	<u>4,077</u>	<u>3,200</u>	<u>3,360</u>
52014 MEETINGS, TRAVEL, CONF.	<u>6,220</u>	<u>3,276</u>	<u>3,117</u>	<u>2,500</u>	<u>1,500</u>
52015 PROFESSIONAL/TECH. SVS.	<u>4,323</u>	<u>7,400</u>	<u>7,336</u>	<u>3,700</u>	<u>5,150</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
021 - FIRE DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52018 SPECIAL DEPT. SUPPLIES	<u>61,336</u>	<u>40,371</u>	<u>43,752</u>	<u>20,000</u>	<u>20,000</u>
52019 MISC. DUES & SUBSCRIPT.	<u>1,276</u>	<u>500</u>	<u>410</u>	<u>1,300</u>	<u>1,300</u>
53020 VEHICLE OPERATION	<u>41,236</u>	<u>34,345</u>	<u>34,344</u>	<u>20,000</u>	<u>20,000</u>
53022 OFFICE EQUIP. OPERATION	<u>48</u>	<u>100</u>	<u>99</u>	<u>100</u>	<u>100</u>
54023 BUILDING OPERATION	<u>657</u>	<u>1,400</u>	<u>1,367</u>	<u>500</u>	<u>1,000</u>
55024 RENTALS-REFUNDS	<u>500</u>	<u>952</u>	<u>952</u>	<u>500</u>	<u>500</u>
56027 CAPITAL IMPROVEMENT	<u>5,111</u>	<u>3,620</u>		<u>5,000</u>	<u>2,500</u>
56028 CAPITAL EQUIPMENT		<u>57,418</u>		<u>57,418</u>	<u>57,418</u>
56029 CAPITAL EQUIP. REPLACE.					
TOTAL	<u>234,847</u> =====	<u>265,111</u> =====	<u>205,173</u> =====	<u>223,518</u> =====	<u>226,778</u> =====

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
022 - BUILDING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>47,461</u>	<u>51,484</u>	<u>50,142</u>	<u>52,000</u>	<u>54,000</u>
51004 OVERTIME WAGES		<u>200</u>		<u>200</u>	<u>200</u>
51007 HEALTH INSURANCE	<u>9,991</u>	<u>12,000</u>	<u>10,903</u>	<u>12,000</u>	<u>13,000</u>
51008 DENTAL INSURANCE	<u>958</u>	<u>1,000</u>	<u>951</u>	<u>1,000</u>	<u>1,200</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>14,495</u>	<u>16,000</u>	<u>15,411</u>	<u>17,000</u>	<u>18,000</u>
51010 WORKERS COMPENSATION	<u>1,593</u>	<u>2,000</u>	<u>1,627</u>	<u>2,000</u>	<u>5,000</u>
51011 MEDICARE TAX	<u>728</u>	<u>800</u>	<u>731</u>	<u>800</u>	<u>800</u>
51022 P.A.R.S SYSTEM	<u>10,998</u>	<u>11,508</u>	<u>11,274</u>	<u>13,000</u>	<u>13,000</u>
51024 EMPLOYER COMP MATCH	<u>1,572</u>	<u>1,600</u>	<u>1,592</u>	<u>1,600</u>	<u>1,600</u>
51025 RETIREE HEALTH INSURANCE	<u>5,090</u>	<u>6,600</u>	<u>5,234</u>	<u>7,000</u>	<u>7,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
022 - BUILDING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51043 DISABILITY INSURANCE	<u>897</u>	<u>1,000</u>	<u>837</u>	<u>1,000</u>	<u>1,000</u>
51046 OPEB/POST EMP BENEFITS	<u>4,006</u>	<u>4,400</u>	<u>4,371</u>	<u>6,200</u>	<u>5,000</u>
52009 TRAINING		<u>1,000</u>	<u>735</u>	<u>1,000</u>	<u>1,000</u>
52011 ADVERTISING/PRINTING					
52012 OFFICE SUPPLIES, POSTAGE	<u>219</u>	<u>350</u>	<u>220</u>	<u>350</u>	<u>350</u>
52013 COMMUNICATIONS	<u>379</u>	<u>500</u>	<u>361</u>	<u>500</u>	<u>500</u>
52014 MEETINGS, TRAVEL, CONF.		<u>1,500</u>	<u>287</u>	<u>1,200</u>	<u>1,200</u>
52015 PROFESSIONAL/TECH. SVS.	<u>820</u>	<u>1,250</u>	<u>956</u>	<u>1,250</u>	<u>1,250</u>
52018 SPECIAL DEPT. SUPPLIES	<u>417</u>	<u>920</u>	<u>44</u>	<u>2,420</u>	<u>420</u>
52019 MISC. DUES & SUBSCRIPT.	<u>592</u>	<u>675</u>	<u>592</u>	<u>675</u>	<u>675</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
022 - BUILDING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
53020 VEHICLE OPERATION	<u>852</u>	<u>1,200</u>	<u>1,037</u>	<u>1,200</u>	<u>1,200</u>
53022 OFFICE EQUIP. OPERATION	<u>452</u>	<u>438</u>	<u>437</u>	<u>500</u>	<u>500</u>
55024 RENTALS-REFUNDS	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
56028 CAPITAL EQUIPMENT	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u>101,520</u>	<u>116,425</u>	<u>107,742</u>	<u>122,895</u>	<u>126,895</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
023 - STREET MAINTENANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>17,984</u>	<u>40,000</u>	<u>39,040</u>	<u>39,000</u>	<u>60,000</u>
51002 SALARIES/PART-TIME					
51004 OVERTIME WAGES	<u>1,806</u>	<u>2,000</u>	<u>1,655</u>	<u>2,000</u>	<u>2,000</u>
51007 HEALTH INSURANCE	<u>5,789</u>	<u>9,500</u>	<u>6,881</u>	<u>6,000</u>	<u>15,000</u>
51008 DENTAL INSURANCE	<u>564</u>	<u>900</u>	<u>777</u>	<u>900</u>	<u>1,400</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>5,540</u>	<u>12,000</u>	<u>6,771</u>	<u>13,000</u>	<u>20,000</u>
51010 WORKERS COMPENSATION	<u>3,645</u>	<u>6,800</u>	<u>4,742</u>	<u>6,000</u>	<u>6,800</u>
51011 MEDICARE TAX	<u>405</u>	<u>700</u>	<u>441</u>	<u>400</u>	<u>900</u>
51013 PW-PART TIME SALARIES					
51017 FICA					

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
023 - STREET MAINTENANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51018 DUTY TIME	<u>4,421</u>	<u>4,800</u>	<u>3,780</u>	<u>4,800</u>	<u>4,800</u>
51022 P.A.R.S SYSTEM	<u>4,661</u>	<u>10,000</u>	<u>5,198</u>	<u>9,000</u>	<u>14,000</u>
51024 EMPLOYER COMP MATCH	<u>515</u>	<u>855</u>		<u>2,500</u>	
51025 RETIREE HEALTH INSURANCE	<u>7,417</u>	<u>8,000</u>	<u>7,472</u>	<u>7,800</u>	<u>7,800</u>
51043 DISABILITY INSURANCE	<u>481</u>	<u>1,000</u>	<u>409</u>	<u>800</u>	<u>1,100</u>
51044 LIABILITY CLAIMS					
51046 OPEB/POST EMP BENEFITS	<u>2,313</u>	<u>4,200</u>	<u>4,174</u>	<u>5,000</u>	<u>3,600</u>
52009 TRAINING	<u>19</u>	<u>100</u>	<u>97</u>	<u>200</u>	<u>150</u>
52010 HEAT, LIGHT, POWER	<u>741</u>	<u>750</u>	<u>731</u>	<u>1,000</u>	<u>1,000</u>
52011 ADVERTISING/PRINTING	<u>28</u>	<u>100</u>		<u>100</u>	<u>100</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
023 - STREET MAINTENANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52012 OFFICE SUPPLIES, POSTAGE	<u>782</u>	<u>1,000</u>	<u>868</u>	<u>1,000</u>	<u>750</u>
52013 COMMUNICATIONS	<u>777</u>	<u>925</u>	<u>818</u>	<u>925</u>	<u>900</u>
52014 MEETINGS, TRAVEL, CONF.		<u>250</u>	<u>35</u>	<u>160</u>	<u>160</u>
52015 PROFESSIONAL/TECH. SVS.	<u>3,491</u>	<u>4,110</u>	<u>3,194</u>	<u>5,610</u>	<u>2,110</u>
52017 WASTE FEES	<u>620</u>	<u>750</u>	<u>412</u>	<u>750</u>	<u>500</u>
52018 SPECIAL DEPT. SUPPLIES	<u>3,687</u>	<u>4,234</u>	<u>10,559</u>	<u>4,750</u>	<u>9,750</u>
52019 MISC. DUES & SUBSCRIPT.	<u>174</u>	<u>185</u>	<u>8</u>	<u>185</u>	<u>50</u>
52020 WATER CONSERVATION PRGRM	<u>1,294</u>				
52034 RECYCLING GRANT/DOC					
53020 VEHICLE OPERATION	<u>4,584</u>	<u>6,237</u>	<u>6,237</u>	<u>5,900</u>	<u>5,900</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
023 - STREET MAINTENANCE

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
53022 OFFICE EQUIP. OPERATION	471	625	441	625	625
55024 RENTALS-REFUNDS	32,013	36,278	36,278	35,000	35,000
56027 CAPITAL IMPROVEMENT		45,000	29,173	17,000	7,500
56028 CAPITAL EQUIPMENT					8,000
56029 CAPITAL EQUIP. REPLACE.		17,500		17,500	
56032 CAP EXP - COP PAYMENT					
57041 PAVEMENT CRACK SEAL STS.					
57043 TRAFFIC PAINTING		11,361	4,135		
57045 TRAFFIC PAINTING					
TOTAL	104,222	230,160	174,326	187,905	209,895
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
024 - PROP 1B/LOCAL STREETS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	27,912				
51007 HEALTH INSURANCE					
51008 DENTAL INSURANCE					
51009 PERS EMPLOYEE/EMPLOYER					
51010 WORKERS COMPENSATION					
51011 MEDICARE TAX					
52015 PROFESSIONAL/TECH. SVS.					
53020 VEHICLE OPERATION					
55026 CONTRACT SERVICES					
56027 CAPITAL IMPROVEMENT	89,020				
TOTAL	116,932				
DATE 1/21/14					

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
025 - STREET SWEEPING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>39,567</u>	<u>42,000</u>	<u>40,248</u>	<u>42,000</u>	<u>42,000</u>
51004 OVERTIME WAGES					
51007 HEALTH INSURANCE	<u>8,635</u>	<u>12,000</u>	<u>9,050</u>	<u>12,000</u>	<u>12,000</u>
51008 DENTAL INSURANCE	<u>842</u>	<u>1,000</u>	<u>834</u>	<u>1,000</u>	<u>1,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>10,256</u>	<u>12,182</u>	<u>10,741</u>	<u>12,000</u>	<u>12,000</u>
51010 WORKERS COMPENSATION	<u>5,407</u>	<u>6,500</u>	<u>6,472</u>	<u>6,000</u>	<u>6,500</u>
51011 MEDICARE TAX	<u>574</u>	<u>800</u>	<u>571</u>	<u>800</u>	<u>800</u>
51022 P.A.R.S SYSTEM	<u>7,962</u>	<u>9,000</u>	<u>8,009</u>	<u>9,000</u>	<u>9,000</u>
51043 DISABILITY INSURANCE	<u>700</u>	<u>1,000</u>	<u>655</u>	<u>1,000</u>	<u>1,000</u>
51046 OPEB/POST EMP BENEFITS	<u>3,037</u>	<u>3,318</u>	<u>3,317</u>	<u>5,000</u>	<u>4,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
025 - STREET SWEEPING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52017 WASTE FEES	<u>273</u>	<u>400</u>	<u>379</u>	<u>300</u>	<u>500</u>
53020 VEHICLE OPERATION	<u>11,114</u>	<u>7,400</u>	<u>5,998</u>	<u>7,500</u>	<u>7,500</u>
56028 CAPITAL EQUIPMENT					
56029 CAPITAL EQUIP. REPLACE.					<u>25,000</u>
TOTAL	<u>88,367</u>	<u>95,600</u>	<u>86,274</u>	<u>96,600</u>	<u>121,300</u>
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
026 - STREET LIGHTING

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52010 HEAT, LIGHT, POWER	39,642	39,152	39,152	39,000	42,000
52018 SPECIAL DEPT. SUPPLIES	36	848		1,000	1,000
55024 RENTALS-REFUNDS					
56027 CAPITAL IMPROVEMENT					
TOTAL	39,678	40,000	39,152	40,000	43,000

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
028 - EMERGENCY PREPAREDNESS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
52013 COMMUNICATIONS	2,743	3,000	2,512	3,000	2,800
52014 MEETINGS, TRAVEL, CONF.		1,000		1,000	
52018 SPECIAL DEPT. SUPPLIES		500		500	500
56028 CAPITAL EQUIPMENT					
TOTAL	2,743	4,500	2,512	4,500	3,300
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
031 - PARKS & REC

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>135,092</u>	<u>133,560</u>	<u>133,559</u>	<u>115,000</u>	<u>122,000</u>
51002 SALARIES/PART-TIME		<u>400</u>		<u>400</u>	<u>2,750</u>
51004 OVERTIME WAGES		<u>1,700</u>	<u>1,596</u>	<u>1,500</u>	<u>1,500</u>
51007 HEALTH INSURANCE	<u>40,365</u>	<u>41,800</u>	<u>36,605</u>	<u>37,000</u>	<u>38,000</u>
51008 DENTAL INSURANCE	<u>3,846</u>	<u>4,000</u>	<u>3,495</u>	<u>4,000</u>	<u>4,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>41,366</u>	<u>38,324</u>	<u>38,293</u>	<u>45,000</u>	<u>45,000</u>
51010 WORKERS COMPENSATION	<u>15,948</u>	<u>16,500</u>	<u>16,404</u>	<u>15,000</u>	<u>12,000</u>
51011 MEDICARE TAX	<u>2,350</u>	<u>2,200</u>	<u>1,896</u>	<u>2,000</u>	<u>1,200</u>
51017 FICA		<u>304</u>		<u>300</u>	<u>400</u>
51022 P.A.R.S SYSTEM	<u>33,229</u>	<u>31,048</u>	<u>29,661</u>	<u>36,000</u>	<u>38,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
031 - PARKS & REC

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51024 EMPLOYER COMP MATCH	<u>2,438</u>	<u>2,541</u>	<u>2,346</u>	<u>4,000</u>	<u>3,800</u>
51025 RETIREE HEALTH INSURANCE	<u>46,346</u>	<u>49,959</u>	<u>49,958</u>	<u>48,500</u>	<u>50,000</u>
51042 UNEMPLOYMENT INS.					
51043 DISABILITY INSURANCE	<u>2,715</u>	<u>3,600</u>	<u>2,465</u>	<u>3,200</u>	<u>3,200</u>
51046 OPEB/POST EMP BENEFITS	<u>12,027</u>	<u>13,694</u>	<u>11,991</u>	<u>19,000</u>	<u>20,000</u>
52009 TRAINING					
52010 HEAT, LIGHT, POWER					
52011 ADVERTISING/PRINTING					
52012 OFFICE SUPPLIES, POSTAGE					
52013 COMMUNICATIONS					

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND

031 - PARKS & REC

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52014 MEETINGS, TRAVEL, CONF.	<u>105</u>	<u>2,700</u>	<u>1,474</u>	<u>3,000</u>	<u>3,000</u>
52015 PROFESSIONAL/TECH. SVS.		<u>1,060</u>	<u>1,060</u>		
52017 WASTE FEES					
52018 SPECIAL DEPT. SUPPLIES	<u>76</u>	<u>250</u>		<u>250</u>	<u>250</u>
52019 MISC. DUES & SUBSCRIPT.					
53020 VEHICLE OPERATION					
53021 SPECIAL EQUIP. OPERATION					
53022 OFFICE EQUIP. OPERATION	<u>2,763</u>	<u>2,874</u>	<u>2,873</u>	<u>2,200</u>	<u>3,000</u>
54023 BUILDING OPERATION					
55024 RENTALS-REFUNDS					

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
031 - PARKS & REC

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
55058 STATE PARK GRANT PROP 40					
55061 1ST FIVE GRANT/INYO					
55063 DOC/RECYCLING GRANT	4,791	5,209	5,126		5,000
56027 CAPITAL IMPROVEMENT	4,909	5,000		5,000	
56028 CAPITAL EQUIPMENT					
56029 CAPITAL EQUIP. REPLACE.					
56032 CAP EXP - COP PAYMENT					
TOTAL	348,366	356,723	338,802	341,350	353,100
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FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
034 - PLANNING DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>105,656</u>	<u>78,494</u>	<u>75,352</u>	<u>80,000</u>	<u>78,000</u>
51002 SALARIES/PART-TIME	<u>2,000</u>	<u>1,800</u>	<u>1,800</u>	<u>1,500</u>	<u>1,500</u>
51004 OVERTIME WAGES					
51007 HEALTH INSURANCE	<u>15,012</u>	<u>18,000</u>	<u>14,554</u>	<u>16,000</u>	<u>16,000</u>
51008 DENTAL INSURANCE	<u>1,347</u>	<u>1,400</u>	<u>1,268</u>	<u>1,400</u>	<u>1,600</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>22,280</u>	<u>25,700</u>	<u>23,141</u>	<u>25,000</u>	<u>26,000</u>
51010 WORKERS COMPENSATION	<u>3,411</u>	<u>3,500</u>	<u>2,342</u>	<u>3,500</u>	<u>2,500</u>
51011 MEDICARE TAX	<u>1,557</u>	<u>1,176</u>	<u>1,098</u>	<u>1,600</u>	<u>1,400</u>
51017 FICA	<u>20</u>	<u>20</u>	<u>20</u>	<u>60</u>	<u>60</u>
51022 P.A.R.S SYSTEM	<u>17,497</u>	<u>18,000</u>	<u>16,695</u>	<u>18,000</u>	<u>18,000</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
034 - PLANNING DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51025 RETIREE HEALTH INSURANCE	<u>6,003</u>	<u>7,000</u>	<u>5,234</u>	<u>7,000</u>	<u>6,000</u>
51043 DISABILITY INSURANCE	<u>1,262</u>	<u>2,000</u>	<u>1,117</u>	<u>1,800</u>	<u>1,400</u>
51046 OPEB/POST EMP BENEFITS	<u>6,506</u>	<u>7,000</u>	<u>6,397</u>	<u>10,000</u>	<u>7,200</u>
52009 TRAINING					<u>500</u>
52011 ADVERTISING/PRINTING	<u>895</u>	<u>1,200</u>	<u>378</u>	<u>1,200</u>	<u>1,200</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>2,381</u>	<u>1,000</u>	<u>501</u>	<u>1,000</u>	<u>1,000</u>
52013 COMMUNICATIONS	<u>414</u>	<u>500</u>	<u>356</u>	<u>500</u>	<u>500</u>
52014 MEETINGS, TRAVEL, CONF.					<u>1,000</u>
52015 PROFESSIONAL/TECH. SVS.	<u>57,437</u>	<u>30,000</u>	<u>6,040</u>	<u>55,000</u>	<u>110,000</u>
52018 SPECIAL DEPT. SUPPLIES	<u>44</u>	<u>206</u>	<u>205</u>	<u>200</u>	<u>200</u>

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
034 - PLANNING DEPARTMENT

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
53020 VEHICLE OPERATION	116				
53022 OFFICE EQUIP. OPERATION	552	500	437	500	500
53025 LAFCO		22,000	10,000	10,000	10,000
55024 RENTALS-REFUNDS					
56028 CAPITAL EQUIPMENT					
TOTAL	244,390	219,496	166,935	234,260	284,560

FINAL BUDGET
2013-2014

2014-2015

001 - GENERAL FUND
048 - CIVIC ARTS COMMISSION

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52018 SPECIAL DEPT. SUPPLIES	<u>18,225</u>	<u>18,225</u>	<u>18,225</u>		
TOTAL	<u>18,225</u>	<u>18,225</u>	<u>18,225</u>		
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FINAL BUDGET
2013-2014

2014-2015

002 - SEWER FUND
051 - SEWER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>239,922</u>	<u>266,748</u>	<u>258,586</u>	<u>272,000</u>	<u>280,000</u>
51002 SALARIES/PART-TIME	<u>4,730</u>	<u>5,216</u>	<u>5,216</u>	<u>5,200</u>	<u>5,200</u>
51004 OVERTIME WAGES	<u>45</u>			<u>1,000</u>	<u>1,000</u>
51007 HEALTH INSURANCE	<u>51,279</u>	<u>54,700</u>	<u>54,700</u>	<u>65,000</u>	<u>70,000</u>
51008 DENTAL INSURANCE	<u>5,285</u>	<u>5,662</u>	<u>5,662</u>	<u>5,600</u>	<u>7,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>72,949</u>	<u>78,000</u>	<u>77,346</u>	<u>83,000</u>	<u>83,000</u>
51010 WORKERS COMPENSATION	<u>26,769</u>	<u>31,642</u>	<u>31,642</u>	<u>35,000</u>	<u>28,000</u>
51011 MEDICARE TAX	<u>3,904</u>	<u>4,000</u>	<u>3,920</u>	<u>4,000</u>	<u>4,000</u>
51013 PW-PART TIME SALARIES					
51016 VEHICLE COMPENSATION					

FINAL BUDGET
2013-2014

2014-2015

002 - SEWER FUND
051 - SEWER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51017 FICA	<u>609</u>	<u>700</u>	<u>639</u>	<u>400</u>	<u>400</u>
51018 DUTY TIME	<u>3,881</u>	<u>4,800</u>	<u>3,915</u>	<u>4,800</u>	<u>4,800</u>
51022 P.A.R.S SYSTEM	<u>54,842</u>	<u>55,713</u>	<u>55,713</u>	<u>62,000</u>	<u>64,000</u>
51024 EMPLOYER COMP MATCH	<u>10,176</u>	<u>10,000</u>	<u>9,938</u>	<u>8,000</u>	<u>8,000</u>
51025 RETIREE HEALTH INSURANCE	<u>33,380</u>	<u>33,625</u>	<u>33,625</u>	<u>34,500</u>	<u>36,000</u>
51042 UNEMPLOYMENT INS.					
51043 DISABILITY INSURANCE	<u>4,615</u>	<u>5,000</u>	<u>4,805</u>	<u>5,000</u>	<u>5,200</u>
51046 OPEB/POST EMP BENEFITS	<u>41,642</u>	<u>22,600</u>	<u>46,385</u>	<u>33,000</u>	<u>34,000</u>
52009 TRAINING	<u>2,587</u>	<u>3,400</u>	<u>3,114</u>	<u>1,800</u>	<u>1,800</u>
52010 HEAT, LIGHT, POWER	<u>28,035</u>	<u>30,257</u>	<u>28,982</u>	<u>32,500</u>	<u>32,500</u>

FINAL BUDGET
2013-2014

2014-2015

002 - SEWER FUND
051 - SEWER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52011 ADVERTISING/PRINTING	<u>277</u>	<u>500</u>	<u>86</u>	<u>500</u>	<u>400</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>3,229</u>	<u>4,900</u>	<u>3,642</u>	<u>4,000</u>	<u>3,400</u>
52013 COMMUNICATIONS	<u>1,780</u>	<u>2,790</u>	<u>1,748</u>	<u>3,290</u>	<u>1,800</u>
52014 MEETINGS, TRAVEL, CONF.	<u>747</u>	<u>2,850</u>	<u>1,048</u>	<u>2,570</u>	<u>2,550</u>
52015 PROFESSIONAL/TECH. SVS.	<u>25,293</u>	<u>31,257</u>	<u>31,256</u>	<u>88,020</u>	<u>26,020</u>
52017 WASTE FEES	<u>2,349</u>	<u>3,600</u>	<u>1,739</u>	<u>3,600</u>	<u>3,600</u>
52018 SPECIAL DEPT. SUPPLIES	<u>22,881</u>	<u>16,500</u>	<u>13,513</u>	<u>21,500</u>	<u>22,500</u>
52019 MISC. DUES & SUBSCRIPT.	<u>637</u>	<u>965</u>	<u>545</u>	<u>965</u>	<u>920</u>
53020 VEHICLE OPERATION	<u>11,999</u>	<u>15,600</u>	<u>14,987</u>	<u>15,000</u>	<u>15,000</u>
53021 SPECIAL EQUIP. OPERATION	<u>4,501</u>	<u>4,000</u>	<u>2,172</u>	<u>4,000</u>	<u>4,000</u>

FINAL BUDGET
2013-2014

2014-2015

002 - SEWER FUND
051 - SEWER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
53022 OFFICE EQUIP. OPERATION	<u>2,545</u>	<u>3,560</u>	<u>2,420</u>	<u>3,560</u>	<u>2,760</u>
54023 BUILDING OPERATION					
55023 EXP-SMALL CLAIMS	<u>6</u>	<u>1,000</u>		<u>1,000</u>	
55024 RENTALS-REFUNDS		<u>1,000</u>	<u>500</u>		
55026 CONTRACT SERVICES					
55027 TRANS TO FED/ST PROJECTS					
56025 DEPRECIATION	<u>79,580</u>		<u>80,790</u>		
56027 CAPITAL IMPROVEMENT		<u>555,000</u>	<u>11</u>	<u>410,000</u>	<u>293,000</u>
56028 CAPITAL EQUIPMENT					<u>16,000</u>
56029 CAPITAL EQUIP. REPLACE.					

FINAL BUDGET
2013-2014

2014-2015

002 - SEWER FUND
051 - SEWER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
56032 CAP EXP - COP PAYMENT					
56500 INTEREST					
TOTAL	740,474	1,255,585	778,645	1,210,805	1,056,850

FINAL BUDGET
2013-2014

2014-2015

003 - GAS TAX
030 - GAS TAX

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>69,781</u>	<u>57,840</u>	<u>53,152</u>	<u>61,000</u>	<u>47,000</u>
51002 SALARIES/PART-TIME	<u>866</u>	<u>878</u>	<u>835</u>	<u>2,500</u>	<u>1,500</u>
51004 OVERTIME WAGES					
51005 SALARY-SNOW REMOVAL					
51007 HEALTH INSURANCE	<u>14,648</u>	<u>15,393</u>	<u>15,393</u>	<u>15,000</u>	<u>14,000</u>
51008 DENTAL INSURANCE	<u>1,488</u>	<u>1,287</u>	<u>1,287</u>	<u>1,800</u>	<u>1,200</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>18,072</u>	<u>18,382</u>	<u>18,382</u>	<u>20,000</u>	<u>16,000</u>
51010 WORKERS COMPENSATION	<u>8,126</u>	<u>9,504</u>	<u>9,504</u>	<u>6,800</u>	<u>4,200</u>
51011 MEDICARE TAX	<u>1,049</u>	<u>1,035</u>	<u>1,035</u>	<u>1,200</u>	<u>1,000</u>
51013 PW-PART TIME SALARIES					

FINAL BUDGET
2013-2014

2014-2015

003 - GAS TAX
030 - GAS TAX

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51016 VEHICLE COMPENSATION					
51017 FICA	396				50
51018 DUTY TIME				100	100
51022 P.A.R.S SYSTEM	14,167	13,929	13,929	14,000	10,000
51024 EMPLOYER COMP MATCH					
51043 DISABILITY INSURANCE	1,259	1,300	1,246	1,600	1,200
51046 OPEB/POST EMP BENEFITS	5,390	4,300	4,300	5,000	3,300
52009 TRAINING					
52010 HEAT, LIGHT, POWER					
52011 ADVERTISING/PRINTING					

FINAL BUDGET
2013-2014

2014-2015

003 - GAS TAX
030 - GAS TAX

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52012 OFFICE SUPPLIES, POSTAGE					
52013 COMMUNICATIONS					
52015 PROFESSIONAL/TECH. SVS.	1,738	1,800	1,800	2,000	2,000
52018 SPECIAL DEPT. SUPPLIES					
52020 WATER CONSERVATION PRGRM					
53020 VEHICLE OPERATION					
53022 OFFICE EQUIP. OPERATION					
56027 CAPITAL IMPROVEMENT					
57041 PAVEMENT CRACK SEAL STS.					
57043 TRAFFIC PAINTING					

FINAL BUDGET
2013-2014

2014-2015

003 - GAS TAX
030 - GAS TAX

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
57049 DRAINAGE IMPROVEMENTS					
TOTAL	136,980	125,648	120,863	131,000	101,550

FINAL BUDGET
2013-2014

2014-2015

004 - WATER FUND
050 - WATER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>246,597</u>	<u>276,405</u>	<u>268,049</u>	<u>285,000</u>	<u>290,000</u>
51002 SALARIES/PART-TIME	<u>3,595</u>	<u>5,231</u>	<u>5,230</u>	<u>5,200</u>	<u>5,200</u>
51004 OVERTIME WAGES	<u>851</u>			<u>3,000</u>	<u>3,000</u>
51007 HEALTH INSURANCE	<u>53,201</u>	<u>57,054</u>	<u>57,054</u>	<u>65,000</u>	<u>66,000</u>
51008 DENTAL INSURANCE	<u>5,545</u>	<u>5,950</u>	<u>5,949</u>	<u>5,500</u>	<u>6,000</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>74,303</u>	<u>79,010</u>	<u>79,009</u>	<u>88,000</u>	<u>90,000</u>
51010 WORKERS COMPENSATION	<u>27,705</u>	<u>33,031</u>	<u>33,030</u>	<u>32,000</u>	<u>25,000</u>
51011 MEDICARE TAX	<u>4,001</u>	<u>4,200</u>	<u>4,051</u>	<u>4,200</u>	<u>4,500</u>
51013 PW-PART TIME SALARIES					
51016 VEHICLE COMPENSATION					

FINAL BUDGET
2013-2014

2014-2015

004 - WATER FUND
050 - WATER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51017 FICA	<u>528</u>	<u>528</u>	<u>528</u>	<u>400</u>	<u>400</u>
51018 DUTY TIME	<u>3,510</u>	<u>3,747</u>	<u>3,746</u>	<u>4,500</u>	<u>4,500</u>
51022 P.A.R.S SYSTEM	<u>54,765</u>	<u>55,635</u>	<u>55,635</u>	<u>64,000</u>	<u>64,000</u>
51024 EMPLOYER COMP MATCH	<u>624</u>	<u>1,000</u>	<u>986</u>	<u>700</u>	<u>1,200</u>
51025 RETIREE HEALTH INSURANCE	<u>33,380</u>	<u>33,625</u>	<u>33,625</u>	<u>35,000</u>	<u>36,000</u>
51042 UNEMPLOYMENT INS.					
51043 DISABILITY INSURANCE	<u>4,701</u>	<u>5,000</u>	<u>4,996</u>	<u>5,200</u>	<u>5,500</u>
51046 OPEB/POST EMP BENEFITS	<u>42,373</u>	<u>23,335</u>	<u>47,461</u>	<u>35,000</u>	<u>27,000</u>
52009 TRAINING	<u>2,604</u>	<u>5,070</u>	<u>5,069</u>	<u>2,850</u>	<u>2,550</u>
52010 HEAT, LIGHT, POWER	<u>45,789</u>	<u>53,867</u>	<u>53,866</u>	<u>54,200</u>	<u>60,000</u>

FINAL BUDGET
2013-2014

2014-2015

004 - WATER FUND
050 - WATER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52011 ADVERTISING/PRINTING	<u>229</u>	<u>500</u>	<u>163</u>	<u>500</u>	<u>400</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>6,147</u>	<u>5,823</u>	<u>5,823</u>	<u>4,700</u>	<u>5,900</u>
52013 COMMUNICATIONS	<u>2,335</u>	<u>1,990</u>	<u>1,729</u>	<u>3,540</u>	<u>1,800</u>
52014 MEETINGS, TRAVEL, CONF.	<u>1,197</u>	<u>4,150</u>	<u>4,146</u>	<u>1,820</u>	<u>2,000</u>
52015 PROFESSIONAL/TECH. SVS.	<u>23,195</u>	<u>25,778</u>	<u>25,777</u>	<u>19,105</u>	<u>22,105</u>
52017 WASTE FEES	<u>1,176</u>	<u>800</u>	<u>619</u>	<u>800</u>	<u>800</u>
52018 SPECIAL DEPT. SUPPLIES	<u>25,927</u>	<u>15,984</u>	<u>15,984</u>	<u>33,000</u>	<u>23,500</u>
52019 MISC. DUES & SUBSCRIPT.	<u>757</u>	<u>866</u>	<u>865</u>	<u>1,340</u>	<u>1,040</u>
52020 WATER CONSERVATION PRGRM	<u>3,061</u>	<u>2,018</u>	<u>2,017</u>	<u>2,000</u>	<u>2,000</u>
53020 VEHICLE OPERATION	<u>9,502</u>	<u>12,391</u>	<u>12,391</u>	<u>12,000</u>	<u>12,000</u>

FINAL BUDGET
2013-2014

2014-2015

004 - WATER FUND
050 - WATER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
53021 SPECIAL EQUIP. OPERATION					
53022 OFFICE EQUIP. OPERATION	2,217	2,434	2,433	2,760	2,760
54023 BUILDING OPERATION					
55023 EXP-SMALL CLAIMS	6			1,000	1,000
55024 RENTALS-REFUNDS	865	1,868	1,867	1,500	1,500
55027 TRANS TO FED/ST PROJECTS					
55040 LITIGATION SERVICES					
56025 DEPRECIATION	116,350		122,927		
56027 CAPITAL IMPROVEMENT		619,500		590,000	340,000
56028 CAPITAL EQUIPMENT					16,000

FINAL BUDGET
2013-2014

2014-2015

004 - WATER FUND
050 - WATER

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
56029 CAPITAL EQUIP. REPLACE.					
56030 LOAN PAYMENT SET ASIDE		42,419		43,000	43,000
56032 CAP EXP - COP PAYMENT					
56500 INTEREST	12,989		12,006	13,000	
TOTAL	810,025	1,379,209	867,031	1,419,815	1,166,655
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

008 - BOND AND TRUST FUND
039 - BOND AND TRUST

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
57056 OVERAGE & SHORTAGE					
57058 BID BONDS DEPOSITS			6,195		
57059 FOUND MONEY	1,155		35		
57077 DEMOLITION DEPOSITS	5,000				
57081 INTEREST ON DEPOSITS					
TOTAL	6,155		6,230		

FINAL BUDGET
2013-2014

2014-2015

009 - TRAFFIC SAFETY
090 - TRAFFIC SAFETY

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME					
51002 SALARIES/PART-TIME	8,565	12,610	12,523	2,300	9,750
51004 OVERTIME WAGES	1,552				
51007 HEALTH INSURANCE					
51008 DENTAL INSURANCE					
51010 WORKERS COMPENSATION	773	1,870	1,858	800	1,850
51011 MEDICARE TAX	147	182	182	150	150
51015 SHIFT DIFFERENTIAL PAY					
51017 FICA	111	200	162	200	200
51042 UNEMPLOYMENT INS.					

FINAL BUDGET
2013-2014

2014-2015

009 - TRAFFIC SAFETY
090 - TRAFFIC SAFETY

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51043 DISABILITY INSURANCE					
52009 TRAINING					
52015 PROFESSIONAL/TECH. SVS.					
52018 SPECIAL DEPT. SUPPLIES					
52022 PD SPECIAL SUPPLIES					
53020 VEHICLE OPERATION					
56028 CAPITAL EQUIPMENT					
TOTAL	11,148	14,862	14,725	3,450	11,950
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

010 - TUT MEASURE A
000 -

	<u>11-12 Actual Expend.</u>	<u>12-13 Budget</u>	<u>12-13 Final Expend.</u>	<u>13-14 Budget Request</u>	<u>14-15 Budget Request</u>
51001 SALARIES-FULL TIME	<u>222,312</u>	<u>241,687</u>	<u>223,237</u>	<u>113,000</u>	<u>113,000</u>
51002 SALARIES/PART-TIME	<u>156,248</u>	<u>151,861</u>	<u>151,860</u>	<u>150,000</u>	<u>158,035</u>
51007 HEALTH INSURANCE	<u>29,166</u>	<u>38,288</u>	<u>33,143</u>	<u>18,000</u>	<u>20,000</u>
51008 DENTAL INSURANCE	<u>2,830</u>	<u>3,200</u>	<u>2,888</u>	<u>1,600</u>	<u>1,800</u>
51009 PERS EMPLOYEE/EMPLOYER	<u>86,133</u>	<u>95,273</u>	<u>92,999</u>	<u>52,000</u>	<u>47,000</u>
51010 WORKERS COMPENSATION	<u>33,202</u>	<u>37,486</u>	<u>37,486</u>	<u>32,000</u>	<u>30,000</u>
51011 MEDICARE TAX	<u>5,322</u>	<u>5,483</u>	<u>5,379</u>	<u>4,000</u>	<u>4,000</u>
51017 FICA	<u>2,612</u>	<u>3,216</u>	<u>3,216</u>	<u>2,500</u>	<u>2,500</u>
51022 P.A.R.S SYSTEM	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
51024 EMPLOYER COMP MATCH	<u>1,665</u>	<u>4,400</u>	<u>3,515</u>	<u>2,500</u>	<u>2,300</u>

FINAL BUDGET
2013-2014

2014-2015

010 - TUT MEASURE A
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51042 UNEMPLOYMENT INS.	<u>6,037</u>	<u>6,000</u>	<u>3,092</u>	<u>6,000</u>	<u>6,000</u>
51043 DISABILITY INSURANCE	<u>3,123</u>	<u>4,453</u>	<u>2,988</u>	<u>2,200</u>	<u>2,200</u>
51046 OPEB/POST EMP BENEFITS	<u>16,396</u>	<u>21,001</u>	<u>18,897</u>	<u>10,000</u>	<u>9,500</u>
52009 TRAINING	<u>1,986</u>	<u>4,410</u>	<u>4,410</u>	<u>2,500</u>	<u>3,000</u>
52010 HEAT, LIGHT, POWER	<u>31,589</u>	<u>42,000</u>	<u>32,695</u>	<u>42,000</u>	<u>35,000</u>
52011 ADVERTISING/PRINTING	<u>887</u>	<u>950</u>	<u>940</u>	<u>850</u>	<u>1,000</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>542</u>	<u>1,000</u>	<u>198</u>	<u>1,000</u>	<u>1,000</u>
52013 COMMUNICATIONS	<u>5,691</u>	<u>6,090</u>	<u>6,089</u>	<u>6,000</u>	<u>6,500</u>
52014 MEETINGS, TRAVEL, CONF.	<u>309</u>	<u>300</u>	<u>181</u>	<u>300</u>	<u>2,500</u>
52015 PROFESSIONAL/TECH. SVS.	<u>11,275</u>	<u>8,169</u>	<u>8,168</u>	<u>8,000</u>	<u>8,000</u>

FINAL BUDGET
2013-2014

2014-2015

010 - TUT MEASURE A
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52017 WASTE FEES	<u>7,129</u>	<u>8,500</u>	<u>8,028</u>	<u>8,500</u>	<u>9,000</u>
52018 SPECIAL DEPT. SUPPLIES	<u>51,303</u>	<u>57,965</u>	<u>57,965</u>	<u>50,500</u>	<u>50,500</u>
52019 MISC. DUES & SUBSCRIPT.	<u>1,275</u>	<u>1,000</u>	<u>660</u>	<u>1,000</u>	<u>1,000</u>
53020 VEHICLE OPERATION	<u>8,791</u>	<u>7,000</u>	<u>5,910</u>	<u>7,000</u>	<u>7,000</u>
53021 SPECIAL EQUIP. OPERATION	<u>1,000</u>	<u>1,000</u>	<u>999</u>	<u>1,000</u>	<u>1,000</u>
54023 BUILDING OPERATION	<u>491</u>	<u>500</u>	<u>328</u>	<u>500</u>	<u>500</u>
55024 RENTALS-REFUNDS	<u>37,341</u>	<u>38,700</u>	<u>37,294</u>	<u>38,700</u>	<u>38,700</u>
56027 CAPITAL IMPROVEMENT		<u>3,758</u>			<u>30,000</u>
56028 CAPITAL EQUIPMENT	<u>6,234</u>	<u>29,000</u>	<u>26,595</u>		<u>35,000</u>
56032 CAP EXP - COP PAYMENT					
TOTAL	<u>730,889</u>	<u>822,690</u>	<u>769,160</u>	<u>561,650</u>	<u>626,035</u>
DATE 1/21/14	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

012 - SUNRISE MHP
095 - SUNRISE MHP

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>14,445</u>	<u>29,354</u>	<u>29,354</u>	<u>60,000</u>	<u>60,000</u>
51002 SALARIES/PART-TIME	<u>9,096</u>	<u>17,491</u>	<u>15,689</u>	<u>9,000</u>	<u>13,000</u>
51007 HEALTH INSURANCE		<u>6,202</u>	<u>6,201</u>	<u>18,000</u>	<u>15,000</u>
51008 DENTAL INSURANCE		<u>637</u>	<u>636</u>	<u>1,200</u>	<u>1,300</u>
51009 PERS EMPLOYEE/EMPLOYER		<u>7,995</u>	<u>7,995</u>	<u>20,000</u>	<u>10,000</u>
51010 WORKERS COMPENSATION		<u>4,728</u>	<u>4,728</u>	<u>3,000</u>	<u>3,000</u>
51011 MEDICARE TAX		<u>665</u>	<u>665</u>	<u>1,200</u>	<u>2,100</u>
51017 FICA	<u>168</u>	<u>217</u>	<u>217</u>	<u>700</u>	<u>700</u>
51020 FRINGE BENEFITS	<u>1,790</u>	<u>1,000</u>	<u>540</u>		
51021 UTILITIES-MANAGER	<u>1,539</u>	<u>1,009</u>	<u>1,008</u>		

FINAL BUDGET
2013-2014

2014-2015

012 - SUNRISE MHP
095 - SUNRISE MHP

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51022 P.A.R.S SYSTEM		6,194	6,193	6,000	6,200
51042 UNEMPLOYMENT INS.		2,800	2,312	1,000	2,500
51043 DISABILITY INSURANCE		490	490	200	600
51046 OPEB/POST EMP BENEFITS		1,300	1,295	3,000	3,000
52010 HEAT, LIGHT, POWER	40,073	41,621	41,620	40,400	42,400
52015 PROFESSIONAL/TECH. SVS.	1,788	5,000	4,695	15,000	19,500
52016 INSURANCE		365		5,000	5,000
52024 PROPERTY TAXES	593	600	542	600	600
52025 PAINTING & DECORATING		1,300	1,286		
52026 SUPPLIES	639	1,659	1,658	2,300	4,800

FINAL BUDGET
2013-2014

2014-2015

012 - SUNRISE MHP
095 - SUNRISE MHP

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52027 MAINT-SERVICE CONTRACTS	5,800	6,548	6,548		
52028 EXCESS PROGRAM PAYMENTS	27,343	16,437		11,000	
52030 MISC. ADM/EMP COMP PRGRM	1,094	2,000	1,036	2,000	
52031 RENTING EXPENSE	104	150	42	150	
52032 ANNUAL DEBT SERVICE		206			
52040 DISPOSAL OF ASSETS					
55024 RENTALS-REFUNDS	632				
56025 DEPRECIATION	10,995		2,184		
56027 CAPITAL IMPROVEMENT		5,000		5,000	41,000
56028 CAPITAL EQUIPMENT					

FINAL BUDGET
2013-2014

2014-2015

012 - SUNRISE MHP
095 - SUNRISE MHP

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
56040 REPLACEMENT RESERVE	3,665	20,000	2,394		
TOTAL	119,764	180,968	139,328	204,750	230,700

FINAL BUDGET
2013-2014

2014-2015

021 - CANINE DONATION
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52009 TRAINING	345	3,000		5,000	
52015 PROFESSIONAL/TECH. SVS.					
52018 SPECIAL DEPT. SUPPLIES	3,069	5,000	3,528	2,500	
56028 CAPITAL EQUIPMENT					
TOTAL	3,414	8,000	3,528	7,500	

FINAL BUDGET
2013-2014

2014-2015

033 - COPS
033 - COPS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>4,486</u>	<u>53,694</u>	<u>53,227</u>	<u>60,000</u>	<u>60,000</u>
51002 SALARIES/PART-TIME	<u>44,690</u>	<u>45,611</u>	<u>45,611</u>	<u>17,000</u>	<u>32,000</u>
51003 RESERVES-PART/TIME	<u>6,415</u>	<u>19,900</u>	<u>18,743</u>	<u>15,000</u>	<u>10,000</u>
51004 OVERTIME WAGES					
51007 HEALTH INSURANCE					
51008 DENTAL INSURANCE					
51009 PERS EMPLOYEE/EMPLOYER					
51010 WORKERS COMPENSATION	<u>2,813</u>	<u>3,057</u>	<u>3,000</u>		<u>3,000</u>
51011 MEDICARE TAX	<u>805</u>	<u>1,138</u>	<u>1,000</u>		<u>1,000</u>
51015 SHIFT DIFFERENTIAL PAY					

FINAL BUDGET
2013-2014

2014-2015

033 - COPS
033 - COPS

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51017 FICA	<u>506</u>	<u>1,000</u>	<u>548</u>		<u>1,000</u>
51043 DISABILITY INSURANCE					
51046 OPEB/POST EMP BENEFITS					
52009 TRAINING	<u>2,498</u>	<u>3,000</u>	<u>2,511</u>	<u>10,000</u>	<u>10,000</u>
52015 PROFESSIONAL/TECH. SVS.	<u>2,380</u>				
52018 SPECIAL DEPT. SUPPLIES	<u>14,341</u>	<u>24,500</u>	<u>23,882</u>	<u>10,000</u>	<u>10,000</u>
56028 CAPITAL EQUIPMENT					
TOTAL	<u>78,934</u> =====	<u>151,900</u> =====	<u>148,522</u> =====	<u>112,000</u> =====	<u>127,000</u> =====

FINAL BUDGET
2013-2014

2014-2015

036 - WYE RD INTERSECTION IMPR
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	5,528		8,153		
52011 ADVERTISING/PRINTING	56				
52012 OFFICE SUPPLIES, POSTAGE					
52015 PROFESSIONAL/TECH. SVS.	21,711	75,000	8,477	50,000	
52018 SPECIAL DEPT. SUPPLIES					
55026 CONTRACT SERVICES					
56027 CAPITAL IMPROVEMENT	5,000	600,000	164,010	739,169	
TOTAL	32,295	675,000	180,640	789,169	
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

037 - HOME FUNDS/WILLOW ST
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52015 PROFESSIONAL/TECH. SVS.	<u>3,200</u>				
TOTAL	<u>3,200</u>				
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

039 - GIS/GRANTS
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52012 OFFICE SUPPLIES, POSTAGE		100	6		
55026 CONTRACT SERVICES	30,625	13,125	13,125		
56027 CAPITAL IMPROVEMENT					
57046 ENVIRONMENTAL					
57093 EDBG2599/CONTRACT SVCS					
TOTAL	30,625	13,225	13,131		

FINAL BUDGET
2013-2014

2014-2015

042 - FED GRANT/B06SP/CA0082
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME					
52011 ADVERTISING/PRINTING					
52012 OFFICE SUPPLIES, POSTAGE					
52015 PROFESSIONAL/TECH. SVS.					
55059 FED GRANT/B06SP CA 0082					
	68				
56027 CAPITAL IMPROVEMENT					
TOTAL	68				

FINAL BUDGET
2013-2014

2014-2015

043 - ROAD PROJECT A
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	602				
52011 ADVERTISING/PRINTING					
52012 OFFICE SUPPLIES, POSTAGE	1				
52014 MEETINGS, TRAVEL, CONF.					
52015 PROFESSIONAL/TECH. SVS.					
52018 SPECIAL DEPT. SUPPLIES					
55026 CONTRACT SERVICES	4,719				
56027 CAPITAL IMPROVEMENT	81,914				
TOTAL	87,236				
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

046 - SNEDEN IMPROVEMENTS
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	4,006		9,554		
52011 ADVERTISING/PRINTING					
52012 OFFICE SUPPLIES, POSTAGE	1	120	118		
52014 MEETINGS, TRAVEL, CONF.					
52018 SPECIAL DEPT. SUPPLIES					
55026 CONTRACT SERVICES	19,611	74,880	71,779		
56027 CAPITAL IMPROVEMENT					
TOTAL	23,618	75,000	81,451		

FINAL BUDGET
2013-2014

2014-2015

048 - WARREN IMPROVEMENTS
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>8,276</u>		<u>13,325</u>		
52011 ADVERTISING/PRINTING	<u>43</u>	<u>200</u>	<u>49</u>	<u>200</u>	<u>200</u>
52012 OFFICE SUPPLIES, POSTAGE	<u>86</u>	<u>500</u>	<u>246</u>	<u>500</u>	<u>500</u>
52015 PROFESSIONAL/TECH. SVS.					
55026 CONTRACT SERVICES	<u>40,252</u>	<u>144,000</u>	<u>54,744</u>	<u>40,000</u>	<u>100,000</u>
56026 MANGINI GRANT 98/99					
56027 CAPITAL IMPROVEMENT					<u>2,000,600</u>
TOTAL	<u>48,657</u>	<u>144,700</u>	<u>68,364</u>	<u>40,700</u>	<u>2,101,300</u>
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

057 - SEIBU TO SCHL BIKE PATH
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>4,919</u>		<u>2,108</u>		
52011 ADVERTISING/PRINTING		<u>100</u>	<u>49</u>	<u>100</u>	<u>100</u>
52012 OFFICE SUPPLIES, POSTAGE		<u>100</u>	<u>24</u>	<u>100</u>	<u>100</u>
55026 CONTRACT SERVICES	<u>4,735</u>	<u>50,000</u>	<u>26,642</u>	<u>50,000</u>	<u>50,000</u>
56027 CAPITAL IMPROVEMENT					<u>250,000</u>
TOTAL	<u>9,654</u>	<u>50,200</u>	<u>28,823</u>	<u>50,200</u>	<u>300,200</u>
	=====	=====	=====	=====	=====

FINAL BUDGET
2013-2014

2014-2015

058 - PINE TO PARK/STIP
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
51001 SALARIES-FULL TIME	<u>3,166</u>		<u>3,714</u>		
52011 ADVERTISING/PRINTING		<u>100</u>		<u>200</u>	<u>200</u>
52012 OFFICE SUPPLIES, POSTAGE		<u>100</u>	<u>41</u>	<u>200</u>	<u>200</u>
55026 CONTRACT SERVICES	<u>26,400</u>	<u>70,000</u>	<u>3,450</u>	<u>25,000</u>	<u>15,000</u>
56027 CAPITAL IMPROVEMENT				<u>175,000</u>	<u>175,000</u>
TOTAL	<u>29,566</u>	<u>70,200</u>	<u>7,205</u>	<u>200,400</u>	<u>190,400</u>

FINAL BUDGET
2013-2014

2014-2015

070 - HOME OWNER ASSIST PRGM
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52015 PROFESSIONAL/TECH. SVS.	10,000	104,962	67,311		
TOTAL	10,000	104,962	67,311		

FINAL BUDGET
2013-2014

2014-2015

072 - VALLEY APTS/13 CDBG 8972
000 -

	11-12 Actual Expend.	12-13 Budget	12-13 Final Expend.	13-14 Budget Request	14-15 Budget Request
52015 PROFESSIONAL/TECH. SVS.				400,000	600,000
TOTAL				400,000	600,000

CITY OF BISHOP
FINANCIAL STATEMENTS
JUNE 30, 2013

CITY OF BISHOP

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INDEPENDENT AUDITOR'S REPORT

To the City Council
City of Bishop, California

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Bishop, California, as of and for the year ended June 30, 2013, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our Responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining funds of the City of Bishop as of June 30, 2013, and the changes in financial position, of those activities and funds for the fiscal year then ended in conformity with U.S. generally accepted accounting principles.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3–8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

In accordance with *Government Auditing Standards*, we have also issued a report dated December 16, 2013 on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion of the internal control over financial reporting or on compliance.

Our audit was made for the purpose of forming an opinion on the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund financial statements have been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, based on our audit, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Larry Bain, CPA,
An Accounting Corporation
December 16, 2013

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Unaudited)
June 30, 2013

This section of the City of Bishop's annual financial report presents an analysis of the City's financial performance during the fiscal year ended June 30, 2013. This information is presented in conjunction with the audited basic financial statements, which follows this section.

FINANCIAL HIGHLIGHTS FOR FISCAL YEAR 2013

- The assets of the City exceeded liabilities at the close of the 2012-2013 fiscal year by \$17,585,145 (net position). Of this amount, \$4,338,782 (unrestricted net position) may be used to meet ongoing obligations to citizens and creditors, and \$13,222,078 is invested in capital assets - net of related debt.
- As of June 30, 2013 the City's governmental funds reported combined fund balances of \$2,645,707 approximately 99% of the combined fund balances. \$2,645,067 is available to meet the City's current and future needs (unreserved fund balance).
- At the end of the fiscal year, unreserved fund balance for the general fund was \$2,512,474 or 45% of total general fund expenditures.
- The City's long-term debt decreased by \$58,152. The net decrease resulted from payments of governmental and business-type debt.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components, government – wide financial statements, fund financial statements and notes to the basic financial statements. This report also includes additional required supplementary information in addition to the basic financial statements.

REQUIRED FINANCIAL STATEMENTS

Government – Wide Financial Statements are designed to provide readers with a broad overview of City finances, in a manner similar to a private-sector business.

The Statements of Net Position include information on the City's assets and liabilities and provide information about the nature and amounts of investments in resources (assets) and the obligations to City creditors (liabilities). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statements of Activities presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of these government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other function that are intended to recover all or a portion of their costs through user fees and charges (business type activities). The governmental activities of the City include general government, public protection, public ways and facilities and community development. The business-type activities are water, sewer and the Sunrise Mobile Home Park.

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Continued)
June 30, 2013

Fund Financial Statements are groupings of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and to demonstrate finance-related legal compliance. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental funds – are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as of balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changed in fund balances provide a reconciliation to facilitate comparison between governmental funds and governmental activities.

Proprietary funds – The City charges customers for the services it provides. These services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) are identical to the business type activities that are reported in the government-wide statements, but provide more detail and additional information, such as cash flows, for proprietary funds.

The City of Bishop maintains three individual enterprise funds. The City uses enterprise funds to account for its water and sewer enterprises as well as the mobile home park operated by the City. The funds provide the same type of information as the government-wide financial statements, only more in detail. The proprietary fund financial statements provide separate information for the water sewer and mobile home Park, all of which are considered major funds of the City.

Fiduciary funds – are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report presents certain required supplementary information concerning the City's budgetary comparative information for the general fund and the major special revenue fund. Also the funding progress of the City's pension is presented as required supplementary information.

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Continued)
June 30, 2013

GOVERNMENT-WIDE FINANCIAL ANALYSIS

NET POSITION

A summary of the Districts Statement of Net Position is presented below

	Condensed Statement of Net Assets					
	June 30, 2013			June 30, 2012		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Current and other Assets	\$ 6,609,291	\$ 2,088,068	\$ 8,697,359	\$ 6,814,960	\$ 2,031,777	\$ 8,846,737
Capital Assets	8,673,983	5,057,161	13,731,144	8,789,259	4,583,989	13,373,248
Total Assets	15,283,274	7,145,229	22,428,503	15,604,219	6,615,766	22,219,985
Liabilities						
Current/non current	4,236,874	606,484	4,843,358	4,235,209	655,477	4,890,686
Net Position:						
Net investment in capital assets	8,567,077	4,698,892	13,265,969	8,610,263	4,194,953	12,805,216
Net position restricted		24,285	24,285		19,130	19,130
Unrestricted net position	2,479,323	1,815,568	4,294,891	2,758,747	1,746,206	4,504,953
Total Net Position	\$ 11,046,400	\$ 6,538,745	\$ 17,585,145	\$ 11,369,010	\$ 5,960,289	\$ 17,329,299

As the above table indicates, total assets increased \$208,518 from \$22,219,985 to \$22,428,503 during the fiscal year ended June 30, 2013. This is comprised of a net increase of \$ 357,896 in capital assets mostly funded by grant revenues and a decrease in current and other assets totaling \$149,378.

Total liabilities decreased \$47,328 from \$4,890,686 to \$4,843,358. This represents an increase of \$273,200 in OPEB obligations, a decrease of \$180,642 in deferred revenue, a decrease of \$77,683 in retro insurance liability and a net decrease of \$32,453 in all other liabilities.

Net Position increased by \$255,846 over the prior year primarily resulting from net income of \$628,665 in business-type activities, a net loss of \$284,142 in governmental activities and prior period adjustments of negative \$38,468 in governmental activities.

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Continued)
June 30, 2013

Statement of Activities

A summary of the Districts Statement of Activities is presented below

	Condensed Statement of Activities					
	Fiscal Year Ended June 30, 2013			Fiscal Year Ended June 30, 2012		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Program Revenues:						
Charges for services	\$ 847,181	\$ 2,340,554	\$ 3,187,735	\$ 697,365	\$ 2,265,489	\$ 2,962,854
Capital grants and contributions	351,828		351,828	186,712		186,712
Operating grants	198,407		198,407	241,447		241,447
General Revenue:						
Property taxes and assessments	948,788		948,788	990,141		990,141
Sales and use tax	2,226,441		2,226,441	2,129,456		2,129,456
Other revenue	2,461,393	67,517	2,528,910	2,340,981		2,340,981
Interest and investment income	86,339	5,599	91,938	85,439	7,168	92,607
Total Revenue	7,120,377	2,413,670	9,534,047	6,671,541	2,272,657	8,944,198
Expenses:						
Governmental activities:						
General government	1,984,244		1,984,244	1,882,625		1,882,625
Public safety	3,568,427		3,568,427	3,469,548		3,469,548
Public works	1,160,395		1,160,395	1,212,502		1,212,502
Community services/recreation	685,804		685,804	636,532		636,532
Business-type activities						
Water		855,026	855,026		808,432	808,432
Sewer		778,645	778,645		752,195	752,195
Mobile home park		139,328	139,328		119,767	119,767
Interest on long-term debt	5,649	12,006	17,655	8,070	12,989	21,059
Total Expense	7,404,519	1,785,005	9,189,524	7,209,277	1,693,383	8,902,660
Change in net position	\$ (284,142)	\$ 628,665	\$ 344,523	\$ (537,736)	\$ 579,274	\$ 41,538

The statement of activities, identify the various revenue and expense items which affect the change in net position. As the information indicates the \$ 589,849 increase to revenue from June 30, 2012 to June 30, 2013 operations, was primarily due to a increase in governmental revenue for capital grants, charges for services and other revenues. Property taxes continue to show a decline due to the continued housing recession. Sales tax and transient occupancy tax continues to be consistent with projections.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The general government functions are contained in the general, special revenue, debt service and capital project funds. The focus of the City's governmental funds is to provide information on near-term inflow, outflows and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Continued)
June 30, 2013

FINANCIAL ANALYSIS OF THE CITY'S FUNDS (Continued)

As of the end of the fiscal year, the City's governmental funds reported total ending fund balances of \$2,645,707. Approximately 94% of the total ending fund balances \$2,512,474 constituted unreserved fund balances, which are considered available for appropriation. The remaining fund balances are reserved to indicate they are not available for new spending because they are already committed 1) to offset advances to other funds that are not expected to be available in the near term 1) for petty cash \$640 2) for special revenue funds and capital project funds \$42,458.

General fund revenues were \$5,674,809 and expenditures in the general fund were \$5,573,170. Prop 113 Grant money was expended in 2012. This was a Street grant for specific purposes and the funds have been spent on various projects. The CDBG Homeownership Assistance Grant expired December 31, 2012. The agency received 15 applications and 4 applicants were able to qualify and purchase homes within the city limits. Notice of funding availability will be released in 2013.

Proprietary funds. The proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Budgetary Highlights

General fund revenues for the 2012-2013 fiscal year were budgeted at \$5,517,581 (final amended budget). The actual revenues were \$5,674,809 leaving a favorable variance of \$157,228. The increase was due to a combination of an increase in Sales Tax, Transient Occupancy Tax and a reclass of an insurance refund.

General fund expenditures were budgeted at \$5,964,167. The actual amount expended was \$5,573,170 or \$390,997 less than the final amended budget. The favorable expenditure variance was due to lower expenditures compared to those budgeted by each department with the largest positive variances in the reduction of liability and property insurance, postponement of an expenditure for the General Plan update and savings in Public Safety.

CAPITAL ASSETS AND DEBT ADMINISTRATION

CAPITAL ASSETS
(net of accumulated depreciation)

	Governmental Activities		Business-type Activities		Total Government	
	6/30/2013	6/30/2012	6/30/2013	6/30/2012	6/30/2013	6/30/2012
Land	\$ 341,105	\$ 341,105	\$ 481,056	\$ 481,066	\$ 822,161	\$ 822,171
Construction in progress	896,471	520,563	606,656	233,067	1,503,127	753,630
Buildings and improvements	769,158	859,359	69,015	91,686	838,173	951,045
Site improvements	155,653	205,913			155,653	205,913
Equipment	322,184	536,473	203,058	296,133	525,242	832,606
Infrastructure	6,189,412	6,325,846	3,697,376	3,482,037	9,886,788	9,807,883
Total	\$ 8,673,983	\$ 8,789,259	5,057,161	\$ 4,583,989	\$ 13,731,144	\$ 13,373,248

As of June 30, 2013 the City's investment in capital assets totaled \$13,731,144 net of accumulated depreciation. The investment in capital assets includes police and fire equipment, land, site improvements, buildings and improvements, equipment and water and sewer assets. The capital assets are presented in the government - wide statement of net position. Additional detail is presented in the notes to the financial statements. The Street improvement projects utilize grant funding from the State of California and are recorded as infrastructure in the capital assets.

City of Bishop
Required Supplementary Information
Management's Discussion and Analysis (Concluded)
June 30, 2013

LONG – TERM DEBT

As of June 30, 2013, the City had \$106,906 in outstanding governmental-type long-term debt and \$358,269 in outstanding business-type long-term debt as reported in the notes to the financial statements and in the statement of net position. The City's debt decreased by principal payments made during the fiscal year. The outstanding debt represents one capital leases, proceeds of which were used for lease purchase of a fire truck and one note payable proceeds of which were used for water infrastructure improvements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The City continues to have reimbursable STIP Projects. A STIP Project is a project reimbursable through California Transportation Act Federal and State Funds. Wye Rd Intersection Improvement Project, Sneden Improvements and Warren Improvements Projects are budgeted for 12/13 and remain ongoing as funding becomes available.

The City's combined water and sewer rates changed in 12/13 to \$59.58 per month. New rates have been approved for the fiscal year 13/14 at a rate of \$63.30 for single family residence.. A new rate study is planned for fiscal year 13/14 to establish rates in 14/15.

Sunrise Mobile Home Park became owned and operated by the City of Bishop in December 2012. It was a Grant with the State of California through a Community Development Block Grant Program.

Due to the unpredictable economic conditions of the State of California and Federal government funding, it has created a challenge to do accurate projections in revenues and expenditures. City Council has been presented with a two year budget for fiscal years 12/13 and 13/14 in hopes that it gives a clearer and more stable approach to the process of departmental budgets and request for capital expenditures. Due to current economic times staff continues to monitor revenues coming in to determine what can be expended, or in some cases delayed.

ADDITIONAL FINANCIAL INFORMATION

This financial report is designed to provide the City's customers, investors and other interested parties with an overview of the City's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the Finance Department, at the City of Bishop, 377 West Line Street, Bishop, California 93514.

CITY OF BISHOP

Statement of Net Position
June 30, 2013

	Governmental Activities	Business-type Activities	Total
Assets			
Cash and investments	\$ 1,807,707	\$ 2,003,581	\$ 3,811,288
Accounts receivables	1,042,444	51,180	1,093,624
Due from other governments	266,913		266,913
Interest receivable	418,407	-	418,407
Prepaid expenses	90,135		90,135
Deposits	25,736		25,736
Restricted cash and investments	738,049	33,307	771,356
Total Current Assets	<u>4,389,391</u>	<u>2,088,068</u>	<u>6,477,459</u>
Non Current Assets			
Loans receivable	2,219,900		2,219,900
Capital assets:			
Land	341,105	481,056	822,161
Construction in Progress	896,471	606,656	1,503,127
Buildings	4,615,687	584,759	5,200,446
Site improvements	622,545		622,545
Equipment	3,157,226	813,158	3,970,384
Infrastructure	7,299,413	10,267,947	17,567,360
Less: accumulated depreciation	(8,258,464)	(7,696,415)	(15,954,879)
Total Capital Assets	<u>8,673,983</u>	<u>5,057,161</u>	<u>13,731,144</u>
Total Non Current Assets	<u>10,893,883</u>	<u>5,057,161</u>	<u>15,951,044</u>
Total Assets	<u>\$ 15,283,274</u>	<u>\$ 7,145,229</u>	<u>\$ 22,428,503</u>
Liabilities			
Current liabilities:			
Accounts payable	\$ 186,362	\$ 43,363	\$ 229,725
Retro insurance liability	163,495		163,495
Due to others	27		27
Accrued interest payable	4,370	2,893	7,263
Long-term liabilities-due within one year	229,333	30,899	260,232
Total Current Liabilities	<u>583,587</u>	<u>77,155</u>	<u>660,742</u>
Liabilities-due in more than one year:			
Customer deposits		12,776	12,776
Compensated absences	150,022	63,004	213,026
OPEB liability	574,083	126,179	700,262
Leases payable	54,732		54,732
Note payable		327,370	327,370
Deferred revenue	2,874,451		2,874,451
Total Liabilities Due In More Than One Year	<u>3,653,288</u>	<u>529,329</u>	<u>4,182,617</u>
Total Liabilities	<u>4,236,874</u>	<u>606,484</u>	<u>4,843,358</u>
Net Position			
Net investment in capital assets	8,567,077	4,698,892	13,265,969
Restricted for capital replacement		24,285	24,285
Unrestricted	2,479,323	1,815,568	4,294,891
Total Net Position	<u>\$ 11,046,400</u>	<u>\$ 6,538,745</u>	<u>\$ 17,585,145</u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

Statement of Activities
For the Fiscal Year Ended June 30, 2013

Functions/programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Capital Grants and Contributions	Operating Grants	Governmental Activities	Business-type Activities	Total
Governmental Activities:							
General government	\$ 1,984,244	\$ 355,077	\$ -	\$ -	\$ (1,629,167)	\$ -	\$ (1,629,167)
Public safety	3,568,427	238,687	-	107,763	(3,221,977)	-	(3,221,977)
Public works	1,160,395	148,824	351,828	23,333	(636,410)	-	(636,410)
Community services/recreation	685,804	104,593	-	67,311	(513,900)	-	(513,900)
Interest on long-term debt	5,649	-	-	-	(5,649)	-	(5,649)
Total Governmental Activities	7,404,519	847,181	351,828	198,407	(6,007,103)		(6,007,103)
Business-type Activities:							
Water	855,026	1,158,225	-	-	-	303,199	303,199
Sewer	778,645	1,088,169	-	-	-	309,524	309,524
Mobile home park	139,328	94,160	-	-	-	(45,168)	(45,168)
Interest on long-term debt	12,006	-	-	-	-	(12,006)	(12,006)
Total Business-type Activities	1,785,006	2,340,554				555,549	555,549
Total Government	\$ 9,189,525	\$ 3,187,735	\$ 351,828	\$ 198,407	(6,007,103)	555,549	(5,451,554)
General Revenues							
Taxes							
Property taxes					948,788		948,788
Sales and use tax					2,226,441		2,226,441
Transient occupancy tax					1,948,585		1,948,585
Franchise tax					45,792		45,792
Motor vehicle in lieu tax					281,593		281,593
Gain on sale of assets						67,517	67,517
Other taxes					185,423		185,423
Investment income					86,339	5,599	91,938
Total general revenues					5,722,961	73,116	5,796,077
Change in net position					(284,142)	628,665	344,523
Net position - beginning					11,369,010	5,960,289	17,329,299
Prior period adjustment					(38,468)		(38,468)
Net position - ending					\$ 11,046,400	\$ 6,588,954	\$ 17,635,354

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

Balance Sheet
Governmental Funds
June 30, 2013

	General	Special Revenue Fund		Capital Project Fund	Debt Service Fund	Other Nonmajor Funds	Total Governmental Funds
		Home Fund Willow Street	Measure A	Hwy 6 & Wye Rd	Debt Service		
Assets							
Cash and investments	\$ 1,807,707	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,807,707
Restricted cash and investments				653,359		84,690	738,049
Receivables							
Accounts	1,020,516					21,928	1,042,444
Due from other governments			82,380			184,533	266,913
Interest	2,969	415,438					418,407
Prepaid expense	90,135						90,135
Due from other funds	140,675						140,675
Deposits	25,736						25,736
Loans notes receivable	-	2,219,900					2,219,900
Advances to other funds	-						-
Total Assets	\$ 3,087,738	\$ 2,635,338	\$ 82,380	\$ 653,359	\$ -	\$ 291,151	\$ 6,749,966
Liabilities and Fund Balances							
Liabilities							
Accounts payable	\$ 129,227	\$ -	\$ 9,199	\$ -	\$ -	\$ 47,933	\$ 186,359
Retro insurance liability	163,495						163,495
Due to others	27						27
Due to other funds			10,123			130,552	140,675
Deferred revenue	191,740	2,635,338		654,552		132,073	3,613,703
Total Liabilities	484,489	2,635,338	19,322	654,552	-	310,558	4,104,259
Fund Balances							
Restricted for petty cash	640						640
Nonspendable	90,135						90,135
Assigned for special revenue funds			63,058			144,152	207,210
Assigned for capital projects funds				(1,193)		(163,559)	(164,752)
Assigned for general fund	2,512,474						2,512,474
Total Fund Balances	2,603,249		\$ 63,058	(1,193)		(19,407)	2,645,707
Total Liabilities and Fund Balances	\$ 3,087,738	\$ 2,635,338	\$ 82,380	\$ 653,359	\$ -	\$ 291,151	\$ 6,749,966

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP
Reconciliation of the Statement of Net Position
of Governmental Funds to the Balance Sheet
As of June 30, 2013

Fund Balances of Governmental Funds	\$	2,645,707
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets, net of accumulated depreciation, are not current financial resources and are not included in the governmental funds.		8,673,983
Certain revenues received after sixty days from the end of the fiscal year are recorded as deferred revenue in the funds and as revenues in the government wide statement.		739,252
Some liabilities, including long-term debt, compensated absences and accrued interest are not due and payable in the current period and therefore are not reported in the funds.		<u>(1,012,542)</u>
Net position of governmental activities	\$	<u><u>11,046,400</u></u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 For the Fiscal Year Ended June 30, 2013

	General	Special Revenue Fund		Capital Project Fund	Debt Service Fund	Other Nonmajor Funds	Total Governmental Funds
		Home Funds Willow Street	Measure A	Hwy 6 & Wye Rd	Debt Service		
Revenues							
Taxes	\$ 4,708,077	\$ -	\$ 499,484	\$ -	\$ -	\$ -	\$ 5,207,561
Licenses and permits	149,908						149,908
Intergovernmental	366,235		87,823	180,641		473,858	1,108,557
Fines, forfeitures and penalties	8,625					1,589	10,214
Charges for current services	104,677						104,677
Use of money and property	122,549					123	122,672
Other	214,738						214,738
Total Revenues	5,674,809	-	587,307	180,641	-	475,570	6,918,327
Expenditures							
Current:							
General government	1,174,937		742,565.00			-	1,917,502
Public ways and facilities/ transportation	728,674					121,701	850,375
Public safety	3,104,809					163,243	3,268,052
Community development	511,024					67,311	578,335
Capital Outlay	53,726		26,595	180,641		198,136	459,098
Debt service							
Principal						49,735	49,735
Interest						7,682	7,682
Total Expenditures	5,573,170	-	769,160	180,641	57,417	550,391	7,130,779
Excess (Deficit) of Revenues over Expenditures	101,639	-	(181,853)	-	(57,417)	(74,821)	(212,452)
Other Financing Sources (Uses)							
Operating transfers in		437			57,417		57,854
Operating transfers out	(57,854)						(57,854)
Total Other Financing Sources (Uses)	(57,854)	437	-	-	57,417	-	-
Excess (Deficit) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	43,785	437	(181,853)	-		(74,821)	(212,452)
Fund Balances, July 1, 2012	2,568,045	(437)	244,911	(1,193)		55,415	2,866,741
Prior period adjustment	(8,581)						(8,581)
Fund Balances, June 30, 2013	\$ 2,603,249	\$ -	\$ 63,058	\$ (1,193)	\$ -	\$ (19,406)	\$ 2,645,708

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

**Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds
To the Statement of Activities
For the Fiscal Year Ended June 30, 2013**

Net Change in Fund Balances - Total Governmental Funds	\$ (212,452)
Amounts reported for governmental activities in the Statement of Activities differs from the amounts reported in the Statement of Revenues, Expenditures and Changes in Fund Balances because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives as depreciation expense or are allocated to the appropriate functional expense when the cost is below the capitalization threshold. This activity is reconciled as follows:	
Cost of assets capitalized	459,098
Depreciation expense	(544,447)
Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.	49,735
Changes in accrued interest reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	2,033
Certain revenues recognized in the prior year Statement of Activities that do not provide current financial resources were not reported as revenues in the funds.	
Certain revenues received after sixty days from the end of the fiscal year are recorded as deferred revenue in the funds and as revenues in the government wide statement.	202,010
Changes in other pension expense benefits reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported in governmental funds.	(225,266)
Changes in compensated absences reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported in governmental funds.	<u>(14,853)</u>
Change in net position of governmental activities	<u>\$ (284,142)</u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

Statement of Net Position
 Proprietary Funds
 June 30, 2013

	Water	Sewer	Mobile Home Park	Totals
Current assets:				
Cash and investments	\$ 1,104,592	\$ 770,636	\$ 128,353	\$ 2,003,581
Restricted cash and investments			33,307	33,307
Receivables				
Accounts	24,000	22,717	4,463	51,180
Interest	-	-	-	-
Total current assets	<u>1,128,592</u>	<u>793,353</u>	<u>166,123</u>	<u>2,088,068</u>
Capital assets:				
Nondepreciable capital assets:				
Land	67,324	88,882	324,850	481,056
Construction in progress	209,600	397,056		606,656
Depreciable capital assets				
Building	64,759	94,877	425,123	584,759
Site improvements				-
Equipment	288,419	524,739		813,158
Infrastructure	6,480,215	3,787,732		10,267,947
Less accumulated depreciation	(3,778,708)	(3,529,077)	(388,630)	(7,696,415)
Total capital assets (net of accumulated depreciation)	<u>3,331,609</u>	<u>1,364,209</u>	<u>361,343</u>	<u>5,057,161</u>
Total Assets	<u>\$ 4,460,201</u>	<u>\$ 2,157,562</u>	<u>\$ 527,466</u>	<u>\$ 7,145,229</u>
Liabilities				
Current liabilities:				
Accounts payable	\$ 14,008	\$ 16,851	\$ 12,504	\$ 43,363
Current portion - note payable	30,899			30,899
Interest payable	2,893			2,893
Total current liabilities	<u>47,800</u>	<u>16,851</u>	<u>12,504</u>	<u>77,155</u>
Noncurrent liabilities:				
Customer deposits	1,910	1,665	9,201	12,776
Compensated absences	31,464	31,540		63,004
OPEB liability	63,404	62,775		126,179
Note payable	327,370			327,370
Total noncurrent liabilities	<u>424,148</u>	<u>95,980</u>	<u>9,201</u>	<u>529,329</u>
Total Liabilities	<u>471,948</u>	<u>112,831</u>	<u>21,705</u>	<u>606,484</u>
Net position:				
Net investment in capital assets	2,973,340	1,364,209	361,343	4,698,892
Reserved for capital replacement			24,285	24,285
Unreserved	1,014,913	680,522	120,133	1,815,568
Total Net Position	<u>\$ 3,988,253</u>	<u>\$ 2,044,731</u>	<u>\$ 505,761</u>	<u>\$ 6,538,745</u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

**Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Fiscal Year Ended June 30, 2013**

	Water	Sewer	Mobile Home Park	Totals
Operating Revenues				
Charges for services	\$ 1,139,253	\$ 1,070,598	\$ -	\$ 2,209,851
Rent			71,288	71,288
Utility reimbursement			22,768	22,768
Other income	18,972	17,571	104	36,647
Total Operating Revenues	1,158,225	1,088,169	94,160	2,340,554
Operating Expenses				
Salaries and benefits	599,350	592,092	77,323	1,268,765
Services and supplies	132,749	105,763	59,821	298,333
Depreciation expense	122,927	80,790	2,184	205,901
Total Operating Expenses	855,026	778,645	139,328	1,772,999
Operating Income (Loss)	303,199	309,524	(45,168)	567,555
Non-Operating Revenues (Expenses)				
Interest income	3,135	2,217	247	5,599
Gain on sale of assets			67,517	67,517
Interest expense	(12,006)			(12,006)
Total Non-Operating Revenues (Expenses)	(8,871)	2,217	67,764	61,110
Net Income (Loss)	294,328	311,741	22,596	628,665
Net Position, July 1, 2012	3,696,411	1,735,043	528,835	5,960,289
Prior Period Adjustments	(2,486)	(2,053)	(45,670)	(50,209)
Net Position, June 30, 2013	<u>\$ 3,988,253</u>	<u>\$ 2,044,731</u>	<u>\$ 505,761</u>	<u>\$ 6,538,745</u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

**Statement of Cash Flows
Proprietary Funds
For the Fiscal Year Ended June 30, 2013**

	Water	Sewer	Mobile Home Park	Totals
Cash Flows from Operating Activities				
Cash received from customers	\$ 1,149,244	\$ 1,076,827	\$ 94,172	\$ 2,320,243
Cash payments to suppliers	(210,497)	(103,281)	(79,657)	(393,435)
Cash payments to employees	(568,332)	(561,369)	(77,323)	(1,207,024)
Net Cash Provided By (Used For) Operating Activities	<u>370,415</u>	<u>412,177</u>	<u>(62,808)</u>	<u>719,784</u>
Cash Flows from Capital and Related Financing Activities				
Purchase of fixed assets	(333,158)	(387,783)		(720,941)
Reductions of debt	(29,953)			(29,953)
Reductions in advance from other funds			(814)	(814)
Sale of capital assets			67,517	67,517
Interest expense	(12,239)			(12,239)
Net Cash Used For Capital and Related Financing Activities	<u>(375,350)</u>	<u>(387,783)</u>	<u>66,703</u>	<u>(696,430)</u>
Cash Flows from Investing Activities:				
Interest income	4,054	2,829	378	7,261
Net Cash Provided By Investing Activities	<u>4,054</u>	<u>2,829</u>	<u>378</u>	<u>7,261</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(881)	27,223	4,273	30,615
Cash and Cash Equivalents, July 1, 2012	<u>1,105,473</u>	<u>743,413</u>	<u>157,387</u>	<u>2,006,273</u>
Cash and Cash Equivalents, June 30, 2013	<u>\$ 1,104,592</u>	<u>\$ 770,636</u>	<u>\$ 161,660</u>	<u>\$ 2,036,888</u>
Reconciliation of Cash and Cash Equivalents:				
Cash and investments	\$ 1,104,592	\$ 770,636	\$ 128,353	\$ 2,003,581
Restricted cash and investments			33,307	33,307
Total Cash and Cash Equivalents	<u>\$ 1,104,592</u>	<u>\$ 770,636</u>	<u>\$ 161,660</u>	<u>\$ 2,036,888</u>
Reconciliation of Operating Income to Net Cash Provided by (Used For) Operating Activities				
Adjustments to operating income:				
Depreciation	122,927	80,790	2,184	205,901
(Increase) decrease in accounts receivable	(8,065)	(10,364)	(327)	(18,756)
Increase (decrease) in accounts payable	(77,748)	2,482	(19,836)	(95,102)
Increase (decrease) in customer deposits	(916)	(978)	339	(1,555)
Increase in OPEB liability	24,128	23,806		47,934
Increase (decrease) in compensated absences	6,890	6,917		13,807
Net Cash Provided By (Used For) Operating Activities	<u>\$ 370,415</u>	<u>\$ 412,177</u>	<u>\$ (62,808)</u>	<u>\$ 719,784</u>

The accompanying notes are an integral part of these financial statements

CITY OF BISHOP

Statement of Fiduciary Assets and Liabilities - Agency Funds
June 30, 2013

	Agency Funds		
	Bond & Trust	Canine Donations	Totals
<u>Assets</u>			
Cash and investments	\$ 2,571	\$ 13,199	\$ 15,770
Due from other fund	27		27
Total Assets	<u>\$ 2,598</u>	<u>\$ 13,199</u>	<u>\$ 15,797</u>
<u>Liabilities</u>			
Due to others	<u>\$ 2,598</u>	<u>\$ 13,199</u>	<u>\$ 15,797</u>
Total Liabilities	<u>\$ 2,598</u>	<u>\$ 13,199</u>	<u>\$ 15,797</u>

The accompanying notes are an integral part of these financial statements

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies

The City of Bishop, California (the City) was incorporated in 1903, as a municipal corporation operating under the general laws of the State of California. The City operates under a Council-Manager form of government and provides the following services: general government, public works, public safety and parks and recreation.

The accounting policies of the City of Bishop, California conform to accounting principles generally accepted in the United States of America, as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The City has defined its reporting entity in accordance with generally accepted accounting principles, which provides guidance for determining which governmental activities, organizations and functions should be included in the reporting entity. In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The primary criterion for including a potential component unit within the reporting entity is the governing body's financial accountability. A primary governmental entity is financially accountable if it appoints a voting majority of a component unit's governing body and it is able to impose its will on the component unit, or if there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable if a component unit is fiscally dependent on the primary governmental entity regardless of whether the component unit has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board. All such component units have been "blended" with the City's other fund types and account groups. All of the blended component units have June 30 year-ends.

Based upon the aforementioned oversight criteria, the following are the component units:

The Sunrise Mobile Home Park is included in the enterprise funds of the City. Financial statements for Sunrise Mobile Home Park may be obtained from the City's finance department.

B. Basis of Accounting

The government-wide, proprietary and agency fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned or, for property tax revenues, in the period for which levied. Expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Revenue from sales tax is recognized when the underlying transactions take place. Revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligible requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Resources not available to finance expenditures and commitments of the current period are recognized as deferred revenue or as a reservation of fund balance. The City considers property taxes available if they are collected within sixty-days after year-end.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies

B. Basis of Accounting (Continued)

Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt, as well as compensated absences and claims and judgments are recorded only when payment is due. General capital acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and capital leases are reported as other financial sources.

When applicable, the City reports deferred revenue on its combined balance sheet. Deferred revenue arises when a potential revenue source does not meet both the measurable and available criteria for recognition in the current period. Deferred revenues also arise when resources are received by the City before it has legal claim to them, as when grant monies are received prior to the occurrences of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the City has legal claim to the resources, deferred revenue is removed from the combined balance sheet and revenue is recognized.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from non exchange transactions or ancillary activities.

C. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the primary government (the City) and its blended component units. These statements include the financial activities of the overall government, except for fiduciary activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees charged to external parties.

The statement of activities demonstrates the degree to which the program expenses of a given function are offset by program revenues. Program expenses include direct expenses, which are clearly identifiable with a specific function. Program revenues include 1) charges paid by the recipient of goods or services offered by the programs and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented instead as general revenues.

When both restricted and unrestricted net position are available, unrestricted resources are used only after the restricted resources are depleted.

Fund Financial Statements

The fund financial statements provide information about the City's funds, including fiduciary funds and blended component units. Separate statements for each fund category – governmental, proprietary and fiduciary – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in separate columns. All remaining governmental and enterprise funds are separately aggregated and reported as nonmajor funds.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies (Continued)

C. Basis of Presentation (Continued)

The City reports the following major governmental funds:

General Fund - This fund accounts for all the financial resources not required to be accounted for in another fund. This fund consists primarily of general government type activities.

The Home Funds Willow Street Special Revenue Fund - was established to account for funds received by the City and loaned to Developers for the sole purpose of building affordable housing on Willow Street.

The Measure A Fund - was established to account for the City's portion of a County-Wide tax that can be used for general operations and capital additions of the City.

The Hwy 6 & Wye Rd. Capital Project Fund- was established to account for grant funding and a deposit received from K-mart used for street improvements made on Highway 6 and Wye Road.

The Debt Service Fund - was established to accumulated resources from various funds to pay debt obligations of the City.

The City reports the following major enterprise funds.

Water and Sewer Funds - account for the operation of the City's water and sewer utilities. Activities of these funds include administration, operation and maintenance of the water and sewer systems and billing and collection activities. The Funds also accumulate resources for, and payment of long-term debt principal and interest. All costs are financed through charges made to utility customers with rates reviewed regularly and adjusted if necessary to ensure the integrity of the Funds.

Sunrise Mobile Home Park - accounts for the operation of the City owned Mobile Home Park. Customers pay rent for the City owned mobile homes and reimburse the City for utilities based on ability to pay. A portion of the operation is subsidized through the State of California, through a Community Development Block Grant program.

The City also reports the following Fiduciary Fund type:

Agency Funds - are used to account for assets held by the City in an agency capacity for individuals, local law enforcement agencies or developers.

D. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies (Continued)

E. Cash Equivalents

For the purpose of the statement of cash flows, the City considers cash and cash equivalents as short term, highly liquid investments that are both readily convertible to known amounts of cash and so near their maturity that they present insignificant risk of changes in value because of changes in interest rates.

Restricted cash and unrestricted pooled cash and investments held by the City are considered cash equivalents for purposes of the combined statement of cash flow's because the City's cash management pool and funds invested by the City possess the characteristics of demand deposit accounts.

F. Fixed Assets

Capital assets, recorded at historical cost or estimated historical cost if actual historical cost is not available, are reported in governmental activities column of the government-wide financial statements. Contributed fixed assets are valued at their estimated fair market value. Capital assets include land, buildings and building improvements and equipment. Capital assets are defined by the City as assets with an initial, individual cost of more than \$2,500.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Depreciation is recorded in the government-wide financial statements on the straight-line basis over the useful life of the assets as follows:

<u>Assets</u>	<u>Useful Life</u>
Buildings	20-30 years
Building improvements	10-15 years
Site improvements	15-20 years
Equipment and machinery	3-20 years
Infrastructure	30-45 years

G. Property Tax

Inyo County is responsible for assessing, collecting and distributing property taxes in accordance with enabling legislation. Revenue received is based on an allocation factor calculated by the County under the provisions of Proposition 13 plus a percentage of the increase in market value in specific areas. The City's property tax is levied each July 1 on the assessed values as of the prior January 1 for all real and personal property located in the City. Property sold after the assessment date (January 1) is reassessed and the amount of property tax levied is prorated.

Secured property taxes are due in two equal installments; the first is due November 1 and delinquent with penalties after December 10; the second is due February 1 and delinquent with penalties after April 10. Unsecured property tax is levied on July 1 and due on July 31 and becomes delinquent on August 31.

Based on a policy by the County called the Teeter Plan, 100% of the allocated taxes are transmitted by the County to the City, eliminating the need for an allowance for uncollectable. The County, in return, receives all penalties and interest on the related delinquent taxes.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies (Continued)

H. Balance Sheet Classifications

Certain resources are classified as restricted assets as their use is restricted for specific purposes by bond agreements, lease agreements, trust agreements, grant agreements, City Charter provisions, or other requirements. Governmental fund types' restricted assets are for grant and bond agreements. Proprietary fund types' restricted assets are for renewal and replacement of equipment and security deposits.

I. Contributed Capital

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from federal and state agencies, developers, customers, or other funds.

J. Fund Equity

The unassigned fund balances for governmental funds represent the amount available for budgeting future operations. Unrestricted net position for proprietary funds represents the net position available for future operations.

Restrictions of fund balances of governmental funds are established to either (1) satisfy legal covenants that require a portion of fund balance to be segregated or (2) identify the portion of the fund balance that is not appropriable for future expenditures.

Restricted net position for proprietary funds represent the net position legally identified for specific purposes.

K. Deferred Revenues

The City recorded deferred revenue by expending grant monies for capital projects and not receiving reimbursement within sixty days after fiscal year end (unavailable.) The amount of the deferred revenue was \$3,613,703, which is recorded in the fund financial statement. Of that amount \$2,874,151 was an advance for projects and therefore is also presented as deferred revenue in the government-wide financial statements. Also included in the deferred revenue balance is \$2,219,000 for the workforce housing loan receivable that will not be repaid until future years. \$191,711 of the fund financial statement deferred revenue is recognized as revenue in the statement of net position under the required full accrual method of accounting.

L. Compensated Absences

City employees are granted vacation in varying amounts based on classification and length of service. Upon termination or retirement, the City is to pay 100% of the vacation time accrued and none of the accrued sick leave.

Governmental Funds – Governmental Funds record expenditures for compensated absences as they are taken by employees. A year-end accrual for compensated absences has not been made in the Governmental Funds as of June 30, 2013, because the City does not believe any of the available year-end resources will be required to fund the year-end compensated absences liability.

Proprietary Funds – Proprietary funds accrue a liability for unused compensated absences earned through year-end. An expense is recognized for the increase in liability from the prior year.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 1: Summary of Significant Accounting Policies (Continued)

M. Intergovernmental Revenues

Federal and state governments reimburse the City for costs incurred on certain fixed asset construction projects under capital grant agreements. Amounts claimed under such grants are credited to intergovernmental revenues if the project is being administered by a Capital Projects Fund or to contributed capital if administered by a Proprietary Fund. Additionally, the City receives reimbursement from federal and state governments for other programs, such as housing and rehabilitation. These reimbursements are recorded in the fund administering the program as intergovernmental revenues with the related program costs included in expenditures.

The respective grant agreements generally require the City to maintain accounting records and substantiating evidence to determine if all costs incurred and claimed are proper and that the City is in compliance with other terms of the grant agreements. These records are subject to audit by the appropriate government agency. Any amounts disallowed will reduce future claims or be directly recovered from the City.

N. Reclassifications

Certain amounts in the prior year financial statements have been reclassified to conform to the presentation of the current year financial statements.

Note 2: Cash and Investments

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as cash and investments. Unless otherwise dictated by legal or contractual requirements, income earned or losses arising from the investment of pooled cash are allocated on a quarterly basis to the participating funds and component units based on their proportionate shares of the average quarterly cash balance.

The City maintains "restricted cash and investments". Monies restricted are for capital set aside funds and customer deposits and required reserves in the Mobile Home Park.

Cash and investments at June 30, 2013, consisted of the following:

Cash and investments	\$ 3,811,288
Restricted cash and investments	<u>771,356</u>
Cash and investments, statement of net position	4,582,644
Cash and investments, statement of fiduciary assets	<u>15,770</u>
Total cash and investments	<u><u>\$ 4,598,414</u></u>
Checking account	\$ 185,821
Imprest cash	840
Local agency investment fund	<u>4,411,753</u>
Total cash and investments	<u><u>\$ 4,598,414</u></u>

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 2: Cash and Investments (Continued)

A. Investments Authorized by the California Government Code and the Entity's Investment Policy

The table below identifies the **investment types** that are authorized for the City of Bishop by the California Government Code (or the City's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the City's investment policy, where more restrictive) that address **interest rate risk, credit risk and concentration of credit risk**. This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Percentage of Portfolio</u>	<u>Investment in One Issuer</u>
Investment pools authorized under CA Statutes governed by Government Code	N/A	None	\$40 million
U.S. Treasury Obligations	5 years	None	None
Bank Savings Accounts	N/A	25%	None
Federal Agencies	5 years	75%	None
Commercial Paper	180 days	20%	None
Negotiable Certificates of Deposit	180 days	20%	None
Re-Purchase Agreements	180 days	20%	None
Corporate Debt	5 years	25%	None

B. Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of all investments. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. Information about the sensitivity of the fair values of the City's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investment maturity:

<u>Investment Type</u>	<u>Totals</u>	<u>Remaining Maturity (in Months)</u>			
		<u>12 Months or Less</u>	<u>13-24 Months</u>	<u>25-36 Months</u>	<u>37-48 Months</u>
State Investment Pool*	\$ 4,411,753	\$ 4,411,753	\$ -	\$ -	\$ -
Totals	\$ 4,411,753	\$ 4,411,753	\$ -	\$ -	\$ -

*Not subject to categorization

C. Concentrations of Credit Risk

The investment policy of the City contains limitations on the amount that can be invested in any one issuer. There are no investments to one issuer exceeding those limits.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 2: Cash and Investments (Continued)

D. Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposit or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment of collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secured deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the government unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure the City's deposits by pledging first deed mortgage notes having a value of 150% of the secured public deposits.

At June 30, 2013, the City's deposits balance was \$503,050 and the carrying amount was \$185,821. The difference between the bank balance and the carrying amount was due to normal outstanding checks and deposits in transit. Of the bank balance all was covered by the Federal Depository Insurance or by collateral held in the pledging bank's trust department in the City's name.

E. Investment in State Investment Pool

LAIIF is included in the State's Pooled Money Investment Account. The total amount invested by all public agencies in the State's Pooled Money Investment Account approximates \$58.85 billion. Of the \$58.85 billion managed by the State Treasurer, 100% is invested in non-derivative financial products and 1.96% is invested in structured notes and asset-backed securities. The Local Investment Advisory Board (Board) has oversight responsibility for LAIIF. The Board consists of five members as designated by state statute.

Investments are accounted for in accordance with the provisions of GASB Statement No. 31, which requires governmental entities to report certain investments at fair value in the balance sheet and recognize the corresponding change in fair value of investments in the year in which the change occurred. The City reports its investments at fair value based on quoted market information obtained from fiscal agents or other sources if the change is material to the financial statements.

Note 3: Loan Receivable

The City is participating in an affordable workforce housing loan program designed to construct low to moderate income housing. Under the terms of the loan the City is providing a 3% note to the developer, Bishop Pacific Associates. The maximum amount available under the loan is \$2,200,000. As of June 30, 2013 the City had loaned \$2,219,900. The term of the note commenced on September 1, 2006 and will expire on the date that is fifty-five years after issuance of the date of completion, but no longer than fifty-eight years from the date of commencement. The source of the funding for the loan was a grant to the City from the State of California, Housing and Community Development, Home Funds program.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 4: Liability, Insured Programs and Workers Compensation Protection

A. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The City is a member of the California Joint Powers Insurance Authority (Authority). The Authority is composed of 119 California public entities and is organized under a joint powers agreement pursuant to California Government Code Section 6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other coverages. The Authority's pool began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a 9-member Executive Committee.

B. Self-Insurance Programs Authority

General Liability Each Member government pays a primary deposit to cover estimated losses for a fiscal year (claims year). After the close of a fiscal year, outstanding claims are valued. A retrospective deposit computation is then made for each open claims year. Claims are pooled separately between police and non-police. Costs are spread to members as follows: the first \$30,000 of each occurrence is charged directly to the member's primary deposit; costs from \$30,000 to \$750,000 and the loss development reserves associated with losses up to \$750,000 are pooled based on the member's share of losses under \$30,000. Losses from \$750,000 to \$5,000,000 and the associated loss development reserves are pooled based on payroll. Costs of covered claims from \$5,000,000 to \$50,000,000 are currently paid by excess insurance. The protection for each member is \$50,000,000 per occurrence and \$50,000,000 annual aggregate. Administrative expenses are paid from the Authority's investment earnings.

C. Purchased Insurance

Environmental Insurance The City of Bishop participates in the pollution legal liability and remediation legal liability insurance which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City. Coverage is for a 3-year period from July 1, 2012 through July 1, 2014. Each member of the Authority has a \$10,000,000 limit during the 3-year term of the policy.

Property Insurance The City participates in the all risk property protection program of the Authority. This insurance is underwritten by several insurance companies. City property is currently insured according to a schedule of covered property submitted by the City to the Authority. City property currently has all-risk property insurance protection up to pooled limits. There is a deductible of 5% of property value with a minimum deductible of \$100,000.

Earthquake and Flood Insurance The City purchases earthquake and flood insurance on a portion of its property. The earthquake insurance is part of the property protection insurance program of the Authority. City property currently has earthquake and flood protection up to pooled limits. There is a deductible of 5% of value with a minimum deductible of \$100,000. Premiums for the coverage are paid annually.

Crime Insurance The City purchases crime insurance coverage in the amount of \$1,000,000 with a deductible. The fidelity coverage is provided through the Authority. Premiums for the coverage are paid annually.

D. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection have had settlements or judgments that exceeded pooled or insured coverage. There have been no significant reductions in the pooled or insured liability coverage from coverage in the prior year.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 5: Capital Assets

Capital asset activity for the year ended June 30, 2013 was as follows:

	Balance July 1, 2012	Additions	Retirements/ Adjustments	Balance June 30, 2013
Governmental Activities				
Capital assets, not being depreciated:				
Land	\$ 341,105	\$ -	\$ -	\$ 341,105
Construction in progress	520,563	378,606	(2,698)	896,471
Capital assets, being depreciated:				
Buildings and improvements	4,626,398	11,553	(22,264)	4,615,687
Site improvements	632,059		(9,514)	622,545
Equipment	3,304,918	39,726	(187,418)	3,157,226
Infrastructure	7,273,456	29,173	(3,216)	7,299,413
Total capital assets, being depreciated	15,836,831	80,452		15,694,871
Less accumulated depreciation for:				
Buildings and improvements	(3,767,039)	(94,763)	15,273	(3,846,529)
Site Improvements	(426,146)	(43,482)	2,736	(466,892)
Equipment	(2,768,445)	(243,329)	176,732	(2,835,042)
Infrastructure	(947,610)	(162,873)	482	(1,110,001)
Total accumulated depreciation	(7,909,240)	(544,447)	195,223	(8,258,464)
Total capital assets, being depreciated	7,927,591	(463,995)		7,436,407
Governmental activities capital assets, net	\$ 8,789,259	\$ (85,389)	\$ (2,698)	\$ 8,673,983
Business-Type Activities				
Capital assets, not being depreciated:				
Land	\$ 481,066	\$ -	\$ (10)	\$ 481,056
Construction in progress	233,067	373,589.00		606,656
Capital assets, being depreciated:				
Buildings and improvements	674,809		(90,050)	584,759
Equipment	868,642	-	(55,484)	813,158
Infrastructure	9,926,007	347,351	(5,411)	10,267,947
Total capital assets, being depreciated	11,469,458	347,351	(150,945)	11,665,864
Less accumulated depreciation for:				
Buildings and improvements	(583,123)	(5,518)	72,897	(515,744)
Equipment	(572,509)	(70,384)	32,793	(610,100)
Infrastructure	(6,443,970)	(129,999)	3,398	(6,570,571)
Total accumulated depreciation	(7,599,602)	(205,901)	109,088	(7,696,415)
Total capital assets, being depreciated	3,869,856	141,450	(41,857)	3,969,449
Business- type activities capital assets, net	\$ 4,583,989	\$ 515,039	\$ (41,867)	\$ 5,057,161

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 5: Capital Assets (Continued)

Depreciation

Depreciation expense was charged to functions/programs of the City as follows:

Governmental Activities	
General government	\$ 40,483
Public safety	157,557
Streets and roads	262,794
Parks	83,613
Total	<u>\$ 544,447</u>

Note 6: Lease Income

The City of Bishop derives a portion of its revenue from the rental of real property based on a fixed lease amount. All leases of the City are treated as operating leases for accounting purposes. Lease terms are for a period of five years and can be terminated by lessor at any time and without cause by giving the City thirty days written notice of termination. Because these are cancelable leases we do not present the operating revenue over the term of the lease.

Note 7: Long-term Liabilities

A summary of the changes in the City's long-term liabilities reported in the governmental activities column of the government-wide financial statements for the year ended June 30, 2013:

	Balance <u>July 1, 2012</u>	<u>Additions</u>	<u>Retirements</u>	Balance <u>June 30, 2013</u>	Due Within <u>One Year</u>
Compensated absences	\$ 312,298	\$ 369,199	\$ (354,317)	\$ 327,180	\$ 177,159
OPEB liability	348,817	225,266		574,083	-
Capital lease	<u>156,641</u>	<u>-</u>	<u>(49,735)</u>	<u>106,906</u>	<u>52,174</u>
Total	<u>\$ 817,756</u>	<u>\$ 594,465</u>	<u>\$ (404,052)</u>	<u>\$ 1,008,169</u>	<u>\$ 229,333</u>

Governmental Activities:

Capital Leases Payable

A. On October 1, 2004 the City obtained financing from First Bankers Corporation to lease a fire truck. The lease calls for annual payments of \$57,417, including interest, beginning September 1, 2005 and maturing September 1, 2014. The City shall have the option to purchase all of the equipment by paying to the lessor all rent payments then due (including accrued interest, if any) plus the termination value as stipulated in the lease agreement. Interest rates on the capital lease are imputed at the lessor's rate of return.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 7: Long-term Liabilities (Continued)

Capital Leases Payable (Continued)

The following is a schedule of future minimum lease payments under the capital lease, together with the net present value of minimum lease payments as of June 30, 2013:

Fiscal Year Ended June 30,	
2014	\$ 57,417
2015	<u>57,417</u>
Total minimum lease payments	<u>114,834</u>
Less: Amount representing interest	<u>(7,928)</u>
Present value of minimum lease payments	<u>\$ 106,906</u>

Business-Type Activities:

Note Payable

Note payable represents one secured loan to the State of California for the purpose of assisting in financing the construction of a project, which will enable the City to meet safe drinking water standards established by the State. All improvements financed by this loan, along with future improvements, shall remain the property of the State until the loan is repaid in full. Principal matures semi-annually from October 1, 1993, through April 1, 2023, with an interest rate of 3.2205%.

The annual requirements to amortize the California Safe Drinking Water Note Payable as of June 30, 2013, are as follows:

Fiscal Year Ended June 30,	Principal	Interest	Total
2014	\$ 30,899	\$ 11,292	\$ 42,191
2015	31,903	10,289	42,192
2016	32,920	9,272	42,192
2017	34,024	8,167	42,191
2018	35,111	7,080	42,191
2019-2023	<u>193,412</u>	<u>17,547</u>	<u>210,959</u>
Totals	<u>\$ 358,269</u>	<u>\$ 63,647</u>	<u>\$ 421,916</u>

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 8: Fund Balances – Governmental Funds

The City adopted a policy for GASB Statement No. 54, Fund Balance Reporting, in the current fiscal year. GASB 54 establishes fund balance classifications that comprise a hierarchy based on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. While the classifications of fund balance in the City's various governmental funds were revised, the implementation of this standard had no effect on total fund balance. Detailed information on governmental fund-type, fund balances are as follows:

	<u>General Fund</u>	<u>Measure A</u>	<u>Home Fund Willow Street</u>	<u>Hwy 6 & Wye Rd</u>	<u>Non-Major Special Revenue</u>	<u>Non-Major Capital Project</u>
Restricted for:						
Petty cash	\$ 640.00	\$ -	\$ -	\$ -	\$ -	\$ -
Total restricted	<u>640</u>					
Nonspendable						
Prepaid expense	90,135					
Total nonspendable	<u>90,135</u>					
Committed						
Assigned to:						
Next years budget	296,523			789,169	25,698	400
Economic uncertainties	2,215,951					
Special Revenue Funds		63,058			118,454	
Capital Project Funds				(790,362)		(163,959)
Total assigned	<u>2,512,474</u>	<u>63,058</u>		<u>(1,193)</u>	<u>144,152</u>	<u>(163,559)</u>
Unassigned						
Total fund balance	<u>\$ 2,603,249</u>	<u>\$ 63,058</u>	<u>\$ -</u>	<u>\$ (1,193)</u>	<u>\$ 144,152</u>	<u>\$ (163,559)</u>

Note 9: Defined Benefit Pension Plans

CalPERS

A. Plan Description

The City's defined benefit pension plan, the California Public Employees' Retirement System, provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. The California Public Employees' Retirement System is part of the Public Agency portion of the California Public Employees' Retirement System (CalPERS), an agent multiple-employer plan administered by CalPERS, which acts as a common investment and administrative agent for participating public employers within the State of California. A menu of benefit provisions as well as other requirements are established by State statutes within the Public Employees' Retirement Law. The City selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through local ordinance (other local methods). CalPERS issues a separate comprehensive annual financial report. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office - 400 P Street - Sacramento, CA 95814.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 9: Defined Benefit Pension Plans (Continued)

B. Funding Policy

Active miscellaneous plan members in the City's defined pension plan are required to contribute 7% of their annual covered salary for tier 1, 6.5% for tier 2 and 6.25% for tier 3 members. Active safety plan members in the City's defined benefit pension plan are required to contribute 9% of their annual covered salary for tier 1, and 6.5% for tier 2. The city is required to contribute the actuarially determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the CalPERS' Board of Administration. The required employer contribution rate for fiscal 2012/13 was 20.37% for miscellaneous tier 1, 9.29% for miscellaneous tier 2, 6.70% for miscellaneous tier 3, 31.86% for safety members tier 1 and 23.41% for safety members tier 2. The contribution requirements of the plan members are established by state statute and the employer contribution rate is established and may be amended by CalPERS.

C. Annual Pension Cost

For fiscal year 2012/13, the City's annual pension cost was \$842,795 and the City actually contributed \$842,795. The City contributes both the employee and employer portions for tier 1 miscellaneous and safety plan members, a portion of miscellaneous and safety tier 2 plan members contribution and none of the miscellaneous and safety plan members contribution. The required contribution for fiscal year 2012/13 was determined as part of the June 30, 2010, actuarial valuation using entry age actuarial cost method with the contributions determined as a percent of pay. The actuarial assumptions included (a) 7.75% investment rate of return (net of administrative expenses); (b) projected salary increases that vary by duration of service ranging from 3.25% to 14.45% for miscellaneous and safety members and (c) .25% salary adjustment. Both (a) and (b) include an inflation component of 3.0%. The actuarial value of the plan's assets was determined using a technique that smoothes the effect of short-term volatility in the market value of investments over a three year period (smoothed market value). The plan's unfunded actuarial accrued liability (or excess assets) is being amortized as a level percentage of projected payroll on a closed basis. The remaining amortization period at June 30, 2010, was 18 years for miscellaneous members and 18 years for safety members as of the valuation date.

Fiscal Year Ending	Three - Year Trend Information for the City		
	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
06/30/11	\$ 791,840	100%	\$ -
06/30/12	\$ 882,446	100%	\$ -
06/30/13	\$ 842,795	100%	\$ -

PARS

During the 2001/2002 fiscal year the City offered its full time miscellaneous employees a 3% at 55 retirement formula based on years of service with the City and CalPERS. The plan is available to eligible employees by purchasing a 1% retirement enhancement program from Public Agency Retirement Systems (PARS), a private corporation. The requirements for eligibility include: A minimum ten years of service with the City, retirement on or after the employee's 55th birthday, a non-disability retirement, retirement from the City of Bishop, retirement eligibility with PERS under the 2% at 55 program and actual retirement. During the 2009/2010 fiscal year the City implemented a second tier whereby new employees will be eligible under CalPERS 2% @ 60 formula with an additional 1% enhancement provided by PARS resulting in a combined 3% @ 60 years of age. A third tier was added for two employees under an employment contract with retirement at age 55 and no service requirement. During the 2012/2013 fiscal year the City amended the plan limiting participation to miscellaneous employee's in management and mid management groups hired prior to July 1, 2012. Furthermore the plan was frozen during the 2012/13 Fiscal year with no new participants eligible for the plan.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 9: Defined Benefit Pension Plan (Continued)

The City's funding policy for PARS is to contribute the annual required contribution. The annual required contribution equals the sum of:

- Normal Cost,
- Amortization of the unfunded actuarial accrued liability.

The annual pension cost equals the plan's annual required contribution adjusted for historical differences between the annual required contribution and amounts contributed. The actuary has determined the City's annual required contribution the sum of a) normal cost and b) amortization of the unfunded actuarial accrued liability.

For year ending June 30, 2013, the City's annual required contribution was \$303,148 and the City actually contributed \$303,148. The required contribution was based on June 30, 2010 actuarial valuation using the entry age normal (level of percentage of pay) actuarial cost method. The actuarial assumptions included a) 5.5% interest rate (net of administrative expenses), b) the CalPERS 1997-2007 Experience Study table for Males and Females, c) projected annual payroll increases of 3.25% a year plus merit increases, and d) cost of living adjustment of 2% per year after retirement. Both a) and c) include an inflation component of 3.00%. The unfunded actuarial accrued liability is being amortized as a level percent of pay. The amortization periods are 1) 20 years for initial unfunded accrued liability (from January 1, 2001), 2) 15 years for gains/losses 3) 20 years for plan amendments and 4) 20 years for assumption changes.

The following table provides 3 years of historical information of the pension cost:

Fiscal Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
06/30/11	\$ 389,506	100%	\$ -
06/30/12	\$ 304,758	100%	\$ -
06/30/13	\$ 303,148	100%	\$ -

Note 10: Post Retirement Healthcare Benefits

The Board of Directors passed a resolution to establish health benefit vesting requirements for future retirees under public employees' medical and hospital care act, whereas an employee who is 50 and has 5 years vested full-time service and separated from the City into a retirement status within the PERS Retirement System. Retirees who have met other vesting requirements as defined by Government Code 20079, shall receive up to a maximum 90% of the health benefit premium in the PERS Choice Other Southern/Basic Supplemental plan for the employee including family members. Council members leaving the City, after two full terms or seven and one half years whichever is less, who have reached the age of 62 years of age, will be eligible for benefits during his/her lifetime, whereby the City will pay 90% of the monthly premium cost for the member and dependents in the PERS Choice Other Southern/Basic Supplemental plan, subject to requirements placed upon participants by such plans relating to offsetting cost contributions from Medicare, etc. A contribution of 10% per month will be paid by the member and 10% per month of the additional cost to add dependent coverage. The total City expense, on the pay as you go basis for postretirement health benefits in the 2012/2013 fiscal year was \$421,753. As of June 30, 2013, forty two retired employees were receiving postretirement health benefits. On July 13, 2009 the City approved funding the post retirement health benefit liability over a 30 year amortization period.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 10: Post Retirement Health Care Benefits (Continued)

Tier II. For represented employees hired after January 1, 2010 the City implemented a Tier II program. These employees will receive a city contribution up to greater of active contribution per PEMHICA Section 22893. The vesting schedule applied to the City contribution will be 0% for less than 10 years of CalPERS service, 50% for between 10 and 20 years of CalPERS service and 90% for greater than 20 years of CalPERS service. The Tier II program is based on all CalPERS service, a minimum of 5 years of City service, 100% vested if a disability retirement and if the employee has 20 years or more of City service they do not need to retire directly from the City.

Plan Description. The City's Post-Retirement Healthcare Plan is a single employer defined benefit healthcare plan administered by CalPERS. CalPERS provides medical insurance benefits only to eligible retirees and their eligible dependents. The City approved post retirement health insurance benefits for all of its employees under the Public Employees' Medical and Hospital Care Act (PEMHICA). The minimum age for receiving benefits is 50 and there is no cap. The plan also provides coverage for eligible family members. For employees who are eligible to participate in the plan the City will contribute the health benefit cost for the retiree and eligible family members up to 90% of the least expensive PERS plan, except as noted under the tier II plan. A retiree with less than the required years of service with the City will receive no benefit, unless they have previous employment qualifying them for CalPERS retirement, in which case they are eligible to receive the CalPERS minimum at the time of retirement. The CalPERS minimum is set by law. The retiree is on the same medical plan as the City's active employees, however monthly rates for coverage of covered active and retired employees are computed separately.

Funding Policy. The contribution requirement of plan members is established by the City's Board of Directors. The 2012-2013 fiscal year contribution was based on amortized funding over a 30 year period using entry age normal cost. For the fiscal year ending June 30, 2013 the City contributed \$224,498 towards the unfunded actuarial accrued liability (UAAL). Because of budget constraints the City has opted not to fully fund the ARC during the 2012/13 fiscal year. The City chose the California Employers Retiree Benefit Trust (CERBT) as the trustee for the plan. The City also made the net contribution for fiscal year end June 30, 2013 directly to health insurance providers totalling \$421,753 that was not reimbursed by the CERBT. Plan members receiving benefits contributed \$0 of the total premiums.

Annual OPEB Cost and Net OPEB Obligation. The City's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the City's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the City's net OPEB obligation to CPUD's Healthcare Plan:

Payment of Unfunded Actuarial Accrued Liability	\$ (224,498)
Unreimbursed retiree premiums paid to plan providers	(422,303)
Increase (decrease) in net OPEB obligation	(646,801)
Net OPEB obligation - beginning of year	427,063
Annual Required Contribution (ARC)	920,000
Net OPEB obligation - end of year	<u>\$ 700,262</u>

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 10: Post Retirement Health Care Benefits (Continued)

Three year disclosure of the City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation is as follows:

<u>Fiscal Year End</u>	<u>Annual OPEB Cost</u>	<u>Percentage Annual OPEB Cost Contributed</u>	<u>Net OPEB (Obligation) Asset</u>
June 30, 2011	750,000	62%	(282,042)
June 30, 2012	874,000	51%	(427,063)
June 30, 2013	920,000	70%	(700,262)

Funded Status and Funding Progress. As of July 1, 2010, the most recent actuarial valuation date, the actuarial accrued liability (AAL) and the unfunded actuarial accrued liability (UAAL) for benefits was \$8,545,000. As of June 30, 2013, the City's annual required contribution was underfunded by \$700,262.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. In the June 30, 2010, actuarial valuation, the entry age normal cost asset valuation method is used. The actuarial assumptions include an investment/discount rate of between 6.55% and 7.75%. The valuation assumes that 100% of all eligible retirees will actually participate in the retiree medical benefit. The annual healthcare premiums will increase between 5% and 10% from 2013 to 2021 and then increase 5% from 2021 forward. Payroll is assumed to increase 3.25% annually.

Note 11: Interfund Transactions

Operating transfers are transactions to allocate resources from one fund to another fund not contingent on the incurrence of specific expenditures in the receiving fund. Interfund transfers are generally recorded as operating transfers in and operating transfers out in the same accounting period.

Receivables and Payables:

Balances representing lending/borrowing transactions between funds outstanding at the fiscal year end are reported as either "due from/due to other funds" (amounts due within one year), "advances to/from other funds" (non-current portions of interfund lending/borrowing transactions), or "loans to/from other funds" (long-term lending/borrowing transactions evidenced by loan agreements). Advances and loans to other funds are offset by a fund balance reserve in applicable governmental funds to indicate they are not available for appropriation and are not expendable available financial resources.

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 11: Interfund Transactions (Continued)

Interfund transactions for the fiscal year ended June 30, 2013 are summarized as follows:

Fund Type	Due To Other Funds	Due From Other Funds	Operating Transfers In	Operating Transfers Out
General	\$ -	\$ 140,675	\$ -	\$ 57,854
Special Revenue	10,123	-	437	-
Debt Service	-	-	57,417	-
Capital Projects	130,552	-	-	-
Enterprise	-	-	-	-
Total	\$ 140,675	\$ 140,675	\$ 57,854	\$ 57,854

Note 12: Stewardship, Compliance and Accountability

A. Deficit Fund Balances

Capital project funds have six funds with deficit fund balances and there is one special revenue fund with a deficit fund balance. The deficit fund balances are expected to be eliminated upon receipt of funding from granting agencies or through matching funds/contributions from the general fund of the City.

B. Restatement of Net Position and Fund Balance

Adjustments resulting from errors or a change to comply with provisions of previously issued or retroactively applied accounting standards are treated as prior period adjustments. Accordingly the City reports these changes as a restatement to beginning net position in the government-wide statement of activities and proprietary fund statement of revenue, expenses and changes in net position and as a restatement to beginning fund balance in the statement of revenues expenditures and changes in fund balance. During the current fiscal year prior period adjustments were required to correct misstatements of capital assets, accounts receivable, accounts payable, and deferred revenue.

The impact of the restatements to beginning government-wide financial statement net position is presented below:

	Governmental Activities	Business-Type Activities
Net Position Reported as of June 30, 2012	\$ 11,369,010	\$ 5,960,289
Adjustments for:		
Change fixed asset threshold to \$5,000	(29,887)	(41,866)
Reimburse water and sewer for prior year subsidy	(8,581)	8,581
Reclassify 2010/11 accounts payable		10,736
To record prior year SMIIP excess program payment		(27,660)
Total adjustment	(38,468)	(50,209)
Net Position, July 1, 2012 as restated	<u>\$ 11,330,542</u>	<u>\$ 5,910,080</u>

The impact of restatements on governmental fund, fund balance as previously stated is as follows:

	General Fund
Fund Balance, June 30, 2012	\$ 2,568,045
Adjustments for:	
Reimburse water and sewer for prior year subsidy	(8,581)
Total adjustment	(8,581)
Fund Balance, July 1, 2012 as restated	<u>\$ 2,559,464</u>

City of Bishop
Notes to Financial Statements
June 30, 2013

Note 13: Revenue Limitations Imposed by California Proposition 218

Proposition 218, which was approved by the voters in November 1996, regulates the City's ability to impose, increase, and extend taxes and assessments. Any new increase or extended taxes and assessments subject to the provisions of Proposition 218, requires voter approval before they can be implemented. Additionally, Proposition 218 provides that these taxes and assessments are subject to voter initiative and may be rescinded in the future years by the voters.

Note 14: Economic Dependency

The City's general fund revenue relies heavily on tourism, which provides transient occupancy taxes and sales taxes. During the 2012-2013 fiscal year the City collected \$1,834,285 in transient occupancy tax which accounted for 32.3% of general fund revenue. Tourism related spending also accounts for additional sales taxes generated at the City. Sales tax revenue (including triple flip) was \$2,209,608 or 38.9% of general fund revenue for the 2012-2013 fiscal year.

Because the tourism industry and related sales taxes account for a significant portion of the City's general fund revenues, a downturn in tourism could result in a substantial reduction in general fund revenues and the City may not have sufficient resources to pay all of its general fund obligations.

Note 15: Commitments and Contingencies

Grants

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

CITY OF BISHOP
Required Supplementary Information
Budgetary Comparison Schedule
General Fund
For the Fiscal Year Ended June 30, 2013

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues				
Taxes				
Property - secured	\$ 370,000	\$ 370,000	\$ 381,327	\$ 11,327
Property - unsecured	108,000	108,000	62,466	(45,534)
Prior year and other	24,000	24,000	3,950	(20,050)
Homeowners	3,000	3,000	1,561	(1,439)
Sales (including triple flip)	2,150,000	2,150,000	2,209,608	59,608
DWP water agreement	180,000	180,000	185,406	5,406
Transient occupancy	1,800,000	1,800,000	1,834,285	34,285
Sales tax - public safety	13,000	13,000	16,833	3,833
Real property transfer	5,000	5,000	12,641	7,641
Total Taxes	<u>4,653,000</u>	<u>4,653,000</u>	<u>4,708,077</u>	<u>55,077</u>
Licenses and Permits				
Business licenses	50,000	50,000	49,133	(867)
Use permits	4,750	4,750	6,240	1,490
Building permits	15,100	15,100	48,733	33,633
Electrical permits	3,000	3,000		(3,000)
Plumbing permits	4,000	4,000	10	(3,990)
Electrical franchise	34,000	34,000	33,087	(913)
TV franchise	12,000	12,000	12,705	705
Total Licenses and Permits	<u>122,850</u>	<u>122,850</u>	<u>149,908</u>	<u>27,058</u>
Intergovernmental				
Motor vehicle in lieu (includes VLF swap)	292,000	292,000	281,593	(10,407)
Off-highway motor vehicle fees	100	100		(100)
Reimbursement - highway sweeping	20,000	20,000	18,333	(1,667)
Reimbursement - fire district	41,831	41,831	41,048	(783)
Peace officers training	9,600	9,600	10,241	641
Dispatch contracts	500	500	10,020	9,520
Grants	10,000	22,000	5,000	(17,000)
Total Intergovernmental	<u>374,031</u>	<u>386,031</u>	<u>366,235</u>	<u>(19,796)</u>
Fines, Forfeitures and Penalties				
Parking citations	18,000	15,000	8,625	(6,375)
Asset forfeiture				
Total Fines, Forfeitures and Penalties	<u>18,000</u>	<u>15,000</u>	<u>8,625</u>	<u>(6,375)</u>
Charges for Current Services				
Plan checking	5,000	5,000	3,259	(1,741)
Parks and recreation	90,700	96,700	101,418	4,718
Total Charges for Current Services	<u>95,700</u>	<u>101,700</u>	<u>104,677</u>	<u>2,977</u>
Use of Money and Property				
Interest and investment income	14,000	14,000	9,459	(4,541)
Rent	110,000	110,000	113,090	3,090
Total Use of Money and Property	<u>124,000</u>	<u>124,000</u>	<u>122,549</u>	<u>(1,451)</u>
Other				
Insurance refunds and dividends	45,000	45,000	101,362	56,362
Fingerprinting and reports	33,000	33,000	37,494	4,494
Miscellaneous - all others	37,000	37,000	75,882	38,882
Total Other	<u>115,000</u>	<u>115,000</u>	<u>214,738</u>	<u>99,738</u>
Total Revenues	<u>\$ 5,502,581</u>	<u>\$ 5,517,581</u>	<u>\$ 5,674,809</u>	<u>\$ 157,228</u>

The accompanying note to the required supplementary information is an integral part of this schedule

CITY OF BISHOP

Required Supplementary Information
Budgetary Comparison Schedule (Continued)
General Fund
For the Fiscal Year Ended June 30, 2013

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
Total Revenues (Continued)	\$ 5,502,581	\$ 5,517,581	\$ 5,674,809	\$ 157,228
Expenditures				
General Government				
City council	174,900	179,400	169,731	9,669
Administration - clerk	354,700	371,200	361,815	9,385
Finance	183,900	183,900	173,526	10,374
City treasurer	1,915	1,915	1,865	50
City attorney	71,200	179,504	174,298	5,206
Insurance	397,400	395,400	292,095	103,305
Elections	3,000	3,851	1,607	2,244
Total General Government	1,187,015	1,315,170	1,174,937	140,233
Public Ways and Facilities/Transportation				
Building and grounds	193,800	193,800	183,419	10,381
Building	117,380	116,425	107,741	8,684
Planning	226,930	219,496	166,935	52,561
Street maintenance	175,660	167,660	145,153	22,507
Street sweeping	95,500	95,600	86,274	9,326
Street lighting	40,000	40,000	39,152	848
Total Public Ways and Facilities/Transportation	849,270	832,981	728,674	104,307
Public Safety				
Police	2,937,500	2,978,566	2,897,124	81,442
Fire	170,836	204,073	205,173	(1,100)
Emergency preparedness	4,500	4,500	2,512	1,988
Total Public Safety	3,112,836	3,187,139	3,104,809	82,330
Community Development				
Parks and recreation	360,459	351,723	338,802	12,921
Community promotion	142,312	147,312	153,997	(6,685)
Civic arts commission	18,225	18,225	18,225	
Total Community Development	520,996	517,260	511,024	6,236
Capital Outlay				
Structures and improvements	25,500	94,117	40,726	53,391
Equipment	32,500	17,500	13,000	4,500
Total Capital Outlay	58,000	111,617	53,726	57,891
Total Expenditures	5,728,117	5,964,167	5,573,170	390,997
Excess (Deficit) of Revenues Over Expenditures	(225,536)	(446,586)	101,639	548,225
Other Financing Sources (Uses)				
Operating transfers in				
Operating transfers out	(57,418)	(57,418)	(57,854)	(436)
Total Other Financing Sources (Uses)	(57,418)	(57,418)	(57,854)	(436)
Excess (Deficit) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	\$ (282,954)	\$ (504,004)	43,785	\$ 547,789
Fund Balance, July 1, 2012			2,568,045	
Prior Period Adjustment			(8,581)	
Fund Balance, June 30, 2013			\$ 2,603,249	

The accompanying note to the required supplementary information is an integral part of this schedule

CITY OF BISHOP
Required Supplementary Information

Budgetary Comparison Schedule
Major Special Revenue Fund - Measure A
For the Fiscal Year Ended June 30, 2013

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES				
Taxes	\$ 550,000	\$ 530,000	\$ 499,484	\$ (30,516)
Intergovernmental	<u>72,246</u>	<u>80,000</u>	<u>87,823</u>	<u>7,823</u>
Total Revenues	<u>72,246</u>	<u>80,000</u>	<u>587,307</u>	<u>7,823</u>
EXPENDITURES				
General government	740,030	793,690	742,565	51,125
Capital outlay	<u>29,000</u>	<u>29,000</u>	<u>26,595</u>	<u>2,405</u>
Total Expenditures	<u>29,000</u>	<u>29,000</u>	<u>769,160</u>	<u>2,405</u>
Excess (Deficit) of Revenues over Expenditures	<u>\$ 43,246</u>	<u>\$ 51,000</u>	(181,853)	<u>\$ 5,418</u>
Fund Balances, July 1, 2012			<u>244,911</u>	
Fund Balances, June 30, 2013			<u>\$ 63,058</u>	

The accompanying note to the required supplementary information is an integral part of this schedule

City of Bishop
Note to Required Supplementary Information
June 30, 2013

Budgets and Budgetary Accounting

As required by the laws of the State of California, the City prepares and legally adopts a final balanced operating budget. Public hearings were conducted on the proposed final budget to review all appropriations and the sources of financing. Because the final budget must be balanced, any shortfall in revenue requires an equal reduction in financing requirements.

Budgets for the general, special revenue, debt service and capital project funds are adopted on the modified accrual basis of accounting. The budgets for the general and special revenue funds are the only legally adopted budgets. Budgets for the debt service, capital project funds and proprietary funds are used for management and control purposes only.

At the fund level, actual expenditures cannot exceed budgeted appropriations. In order to accommodate operational changes that may result during the course of a budget year, management can modify in line items of a budget, not to exceed 20% of said line item, with the limitation that the overall departmental budget shall not be exceeded without Council approval.

The budgetary data presented in the accompanying financial statements includes all revisions approved by the City Council.

CITY OF BISHOP

Combining Balance Sheet
 Nonmajor Governmental Funds
 June 30, 2013

<u>Assets</u>	Special Revenue Funds	Capital Project Funds	Total
Restricted cash and investments	\$ 80,084	\$ 4,606	\$ 84,690
Receivables	21,928		21,928
Due from other governments	52,460	132,073	184,533
Total Assets	\$ 154,472	\$ 136,679	\$ 291,151
 <u>Liabilities and Fund Balances</u>			
Liabilities			
Accounts payable	\$ 10,320	\$ 37,613	\$ 47,933
OPEB liability			-
Due to other funds		130,552	130,552
Deferred revenue		132,073	132,073
Total Liabilities	10,320	300,238	310,558
Fund Balances			
Assigned	144,152	(163,559)	(19,407)
Total Fund Balance	144,152	(163,559)	(19,407)
Total Liabilities and Fund Balances	\$ 154,472	\$ 136,679	\$ 291,151

CITY OF BISHOP

**Combining Statement of Revenues, Expenditures and
Changes in Fund Balances
Nonmajor Governmental Funds
For the Fiscal Year Ended June 30, 2013**

	Special Revenue Funds	Capital Project Funds	Total
Revenues			
Taxes and assessments	\$ -	\$ -	\$ -
Intergovernmental	278,484	195,374	473,858
Use of money and property	123		123
Fines, forfeitures and penalties	1,589		1,589
	<u>280,196</u>	<u>195,374</u>	<u>475,570</u>
Total Revenues			
	<u>280,196</u>	<u>195,374</u>	<u>475,570</u>
Expenditures			
Current:			
General government			-
Public ways and facilities/ transportation	120,863	838	121,701
Public safety	163,243		163,243
Community development	67,311		67,311
Capital outlay		198,136	198,136
	<u>351,417</u>	<u>198,974</u>	<u>550,391</u>
Total Expenditures			
	<u>351,417</u>	<u>198,974</u>	<u>550,391</u>
Excess (Deficit) of Revenues Over Expenditures	(71,221)	(3,600)	(74,821)
Fund Balances, July 1, 2012	<u>215,373</u>	<u>(159,959)</u>	<u>55,415</u>
Fund Balances, June 30, 2013	<u>\$ 144,152</u>	<u>\$ (163,559)</u>	<u>\$ (19,406)</u>

CITY OF BISHOP

Combining Balance Sheet
 Nonmajor Special Revenue Funds
 June 30, 2013

	<u>Gas Tax</u>	<u>Traffic Safety</u>	<u>Public Safety</u>	<u>Home Program</u>	<u>Totals</u>
<u>Assets</u>					
Restricted cash and investments	\$ 19,627	\$ 3,413	\$ 57,044	\$ -	\$ 80,084
Receivables	11,928			10,000	21,928
Due from other governments		333	52,127		52,460
Total Assets	<u>\$ 31,555</u>	<u>\$ 3,746</u>	<u>\$ 109,171</u>	<u>\$ 10,000</u>	<u>\$ 154,472</u>
<u>Liabilities and Fund Balances</u>					
Liabilities					
Accounts payable	\$ 119	\$ -	\$ 201	\$ 10,000	\$ 10,320
OPEB liability					
Due to other funds					
Deferred Revenue					
Total Liabilities	<u>119</u>		<u>201</u>	<u>10,000</u>	<u>10,320</u>
Fund Balances					
Assigned	<u>31,436</u>	<u>3,746</u>	<u>108,970</u>		<u>144,152</u>
Total Fund Balance	<u>31,436</u>	<u>3,746</u>	<u>108,970</u>		<u>144,152</u>
Total Liabilities and Fund Balances	<u>\$ 31,555</u>	<u>\$ 3,746</u>	<u>\$ 109,171</u>	<u>\$ 10,000</u>	<u>\$ 154,472</u>

CITY OF BISHOP

Combining Statement of Revenues, Expenditures and
Changes in Fund Balances
Nonmajor Special Revenue Funds
For the Fiscal Year Ended June 30, 2013

	Gas Tax	Traffic Safety	Public Safety	Home Program	Totals
Revenues					
Taxes and assessments	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	96,832	8,250	106,091	67,311	278,484
Fines, forfeitures and penalties		1,589			1,589
Use of money and property	123				123
Total Revenues	96,955	9,839	106,091	67,311	280,196
Expenditures					
Current:					
General government					
Public ways and facilities/ transportation	120,863				120,863
Public safety		14,725	148,518		163,243
Community Development Capital outlay				67,311	67,311
Total Expenditures	120,863	14,725	148,518	67,311	351,417
Excess (Deficit) of Revenues Over Expenditures	(23,908)	(4,886)	(42,427)		(71,221)
Fund Balances, July 1, 2012	55,344	8,632	151,397		215,373
Fund Balances, June 30, 2013	\$ 31,436	\$ 3,746	\$ 108,970	\$ -	\$ 144,152

CITY OF BISHOP

**Combining Balance Sheet
Nonmajor Capital Projects Funds
June 30, 2013**

	Fed Grant Mac Iver Extension	Snedden Improvements	GIS	Warren Improvements	SEIBU School Bike Path	Pine to Park	Totals
<u>Assets</u>							
Restricted cash and investments Due from other governments	\$ 1,714	-	\$ 2,892	\$ -	\$ -	\$ -	\$ 4,606
		57,290	3,500	52,462	18,071	750	132,073
Total Assets	\$ 1,714	\$ 57,290	\$ 6,392	\$ 52,462	\$ 18,071	\$ 750	\$ 136,679
<u>Liabilities and Fund Balances</u>							
<u>Liabilities</u>							
Accounts payable	\$ -	\$ 21,238	\$ 3	\$ 13,565	\$ 2,766	\$ 41	\$ 37,613
Deferred revenue	-	57,290	3,500	52,462	18,071	750	132,073
Due to other funds		37,163	15,145	39,545	26,260	12,439	130,552
Total Liabilities		115,691	18,648	105,572	47,097	13,230	300,238
Fund Balances Assigned	1,714	(58,401)	(12,256)	(53,110)	(29,026)	(12,480)	(163,559)
Total Liabilities and Fund Balances	\$ 1,714	\$ 57,290	\$ 6,392	\$ 52,462	\$ 18,071	\$ 750	\$ 136,679

CITY OF BISHOP

Combining Statement of Revenues, Expenditures and
 Changes in Fund Balances
 Nonmajor Capital Projects Funds
 For the Fiscal Year Ended June 30, 2013

	Fed Grant Mactiver Extension	Snedden Improvements	GIS	Warren Improvements	SEIBU School Bike Path	Pine to Park	Totals
Revenues							
Intergovernmental Contributions	\$ -	\$ 52,390	\$ 31,500	\$ 40,232	\$ 16,866	\$ 54,386	\$ 195,374
Use of money and property							-
Total Revenues		52,390	31,500	40,232	16,866	54,386	195,374
Expenditures							
Current:							
Public ways and facilities/ Transportation		118		647	73		838
Capital outlay		81,333	13,131	67,717	28,750	7,205	198,136
Total Expenditures		81,451	13,131	68,364	28,823	7,205	198,974
Excess (Deficit) of Revenues Over Expenditures		(29,061)	18,369	(28,132)	(11,957)	47,181	(3,600)
Fund Balances, July 1, 2012	1,714	(29,340)	(30,625)	(24,978)	(17,069)	(59,661)	(159,959)
Fund Balances, June 30, 2013	\$ 1,714	\$ (58,401)	\$ (12,256)	\$ (53,110)	\$ (29,026)	\$ (12,480)	\$ (163,559)

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the City Council
City of Bishop, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of City of Bishop as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise City of Bishop basic financial statements and have issued our report thereon dated December 16, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of Bishop's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Bishop's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Bishop's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

City of Bishop
Note to Required Supplementary Information
June 30, 2013

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Bishop's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of management, the audit committee, City Council, the Inyo County Auditor Controller's Office, the California State Controller's Office, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



Larry Bain, CPA,
An Accounting Corporation
December 16, 2013

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK
COMPONENT UNIT FINANCIAL STATEMENTS
JUNE 30, 2013**

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

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INDEPENDENT AUDITOR'S REPORT

To the City Council
City of Bishop Sunrise Mobile Home Park
Bishop, California

We have audited the accompanying Component Unit financial statements of the City of Bishop Sunrise Mobile Home Park, a component unit of the City of Bishop, as of and for the fiscal year ended June 30, 2013, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these Component Unit financial statements in accordance with the accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our Responsibility is to express an opinion on these Component Unit financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the Component Unit financial statements present fairly, in all material respects, the assets, liabilities and net position of the Sunrise Mobile Home Park, as of June 30, 2013, and changes in financial position and cash flows for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3–6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

In accordance with *Government Auditing Standards*, we have also issued a report dated December 16, 2013 on our consideration of the Sunrise Mobile Home Park's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion of the internal control over financial reporting or on compliance.

Our audit was made for the purpose of forming an opinion on the financial statements that collectively comprise the Sunrise Mobile Home Park's basic financial statements. The schedules of revenues and expenses and the report on the replacement reserve account are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedules of revenues and expenses and the report on the replacement reserve account have been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, based on our audit, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Larry Bain, CPA,
An Accounting Corporation
December 16, 2013

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK
Required Supplementary Information
Management's Discussion and Analysis
June 30, 2013**

This section of the City of Bishop Sunrise Mobile Home Park's (Project) annual financial report presents an analysis of the Project's financial performance during the fiscal years ended June 30, 2013. This information is presented in conjunction with the audited basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS FOR FISCAL YEAR 2013

The Project's net income was \$22,596 for the fiscal year ended June 30, 2013 compared to a loss of \$33,841 for the fiscal year ended June 30, 2012. The \$56,437 change was mainly due the gain on sale of assets.

Operating revenues increased by \$8,841 or 9.58 percent from \$85,319 to \$94,160. The change was due to an increase in rents and utility assistance.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of the following three parts: Management's Discussion and Analysis and Basic Financial Statements. The financial Statements include notes which explain in detail some of the information included in the basic financial statements.

REQUIRED FINANCIAL STATEMENTS

The financial Statements of the Project report information utilizing the full accrual basis of accounting. The financial Statements are in accordance with accounting principles which are generally accepted in the United States of America. The Statements of Net Position include information on the Project's assets and liabilities and provide information about the nature and amounts of investments in resources (assets) and the obligations to the Project creditors (liabilities). The Statements of Revenues, Expenses and Changes in Net Position identify the Project's revenues and expenses for the fiscal year ended June 30, 2013. This statement provides information on the Project's operations over the past year and can be used to determine whether the Project has recovered all of its actual and projected costs through user fees and other charges. The third financial statement is the Statements of Cash Flows. This statement provides information on the Project's cash receipts, cash payments and changes in cash resulting from operations, investments and financial activities. From the Statements of Cash Flows, the reader can obtain comparative information on the source and use of cash and the change in the cash and cash equivalents balance for the last fiscal year.

CITY OF BISHOP
SUNRISE MOBILE HOME PARK
Required Supplementary Information
Management's Discussion and Analysis
June 30, 2013

FIANANCIAL ANALYSIS OF THE PROJECT

The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position provide an indication of the Project's financial condition and indicate that the financial condition of the Project has improved during the last fiscal year. The Project's net position reflect the difference between assets and liabilities. A decrease in net position over time typically indicates an adjustment to rates and fees is needed to improve the financial condition of the entity. The Project is accounted for as an Enterprise fund and acts in a manner similar to a business. As such operations of the Project including depreciation on capital assets are financed or recovered principally by user fees. The Project does receive an annual operating subsidy from the State of California.

NET POSITION

A summary of the Project's Statements of Net Position is presented below.

Table 1
Condensed Statement of Net Position

	<u>2013</u>	<u>2012</u>
Current assets	\$ 166,123	\$ 161,654
Capital Assets-Net	<u>361,343</u>	<u>381,538</u>
Total Assets	<u>\$ 527,466</u>	<u>\$ 543,192</u>
Liabilities		
Current/non current	<u>\$ 21,705</u>	<u>\$ 14,357</u>
Net assets restricted	\$ 385,628	\$ 399,854
Unrestricted net assets	<u>120,133</u>	<u>128,981</u>
Total Net Assets	<u>\$ 505,761</u>	<u>\$ 528,835</u>

CITY OF BISHOP
SUNRISE MOBILE HOME PARK
Required Supplementary Information
Management's Discussion and Analysis
June 30, 2013

Table 2
Condensed Statement of Revenue and Expenses

	Fiscal Years	
	Ended June 30, 2013 and 2012	
	2013	2012
Operating Revenues	\$ 94,160	\$ 85,319
Non-operating Revenue	67,764	607
Total Revenues	<u>161,924</u>	<u>85,926</u>
Depreciation Expense	2,184	10,995
Operating Expense	137,144	108,772
Total Expense	<u>139,328</u>	<u>119,767</u>
Changes in Net Assets	22,596	(33,841)
Beginning Net Assets	528,835	562,676
Prior Period Adjustment	<u>(45,670)</u>	<u>-</u>
Ending Net Assets	<u>\$ 505,761</u>	<u>\$ 528,835</u>

CAPITAL ASSETS

As of June 30, 2013 the Project's investment in capital assets totaled \$361,343 which was a \$20,195 decrease or 5.59 percent from the capital asset balance at June 30, 2012 of \$381,538. The capital asset balance changed as a result of selling some of the mobile homes owned by the City of Bishop and normal depreciation expense.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Board of Directors adopted the Project's budget for the 2013/14 fiscal year based on receiving no operating subsidy from the State of California and charging rental fees with little adjustment. No major projects were funded for this fiscal year but minor maintenance projects were completed from replacement reserves. The regulatory agreement between the City of Bishop and the Department of Housing and Community Development dated May 29th 1981 ended in the 2012/13 fiscal year. The City anticipates running the housing program and maintaining the assets after the term of the contract. As the assisted units become vacant the City has plans to sell the units.

ADDITIONAL FINANCIAL INFORMATION

This financial report is designed to provide the Project's customers, and other interested parties with an overview of the Project's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the Sunrise Mobile Home Park at 377 West Line Street Bishop, California 93514.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Statement of Net Position
June 30, 2013**

	<u>Mobile Home Park</u>
Assets	
Current assets:	
Cash and investments	\$ 128,353
Restricted cash and investments	33,307
Receivables	
Accounts	4,463
Interest	
Total current assets	<u>166,123</u>
Capital assets:	
Nondepreciable capital assets:	
Land	324,850
Depreciable capital assets:	
Building	425,123
Less accumulated depreciation	<u>(388,630)</u>
Total capital assets (net of accumulated depreciation)	<u>361,343</u>
Total Assets	<u><u>\$ 527,466</u></u>
Liabilities	
Current liabilities:	
Accounts payable	<u>\$ 12,504</u>
Total current liabilities	<u>12,504</u>
Noncurrent liabilities:	
Due within one year	
Due in more than one year	<u>9,201</u>
Total noncurrent liabilities	<u>9,201</u>
Total Liabilities	<u>21,705</u>
Net Position:	
Net investment in capital assets	361,343
Restricted for capital replacement	24,285
Unreserved	<u>120,133</u>
Total Net Position	<u><u>\$ 505,761</u></u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended June 30, 2013**

Operating Revenues	
Rents	\$ 71,288
Utility reimbursement	22,768
Other income	<u>104</u>
Total Operating Revenues	<u>94,160</u>
Operating Expenses	
Salaries & benefits	77,323
Service & supplies	59,821
Depreciation expense	<u>2,184</u>
Total Operating Expenses	<u>139,328</u>
Operating Income (Loss)	<u>(45,168)</u>
Non-Operating Revenues (Expenses)	
Interest income	247
Gain on sale of assets	<u>67,517</u>
Total Non-Operating Revenues	<u>67,764</u>
Increase (decrease) in net position	22,596
Net Position, July 1	<u>528,835</u>
Prior Period Adjustments	<u>(45,670)</u>
Net Position, June 30	<u><u>\$ 505,761</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF BISHOP
SUNRISE MOBILE HOME PARK
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2013

Cash flows from operating activities:	
Cash received from customers	\$ 94,172
Cash payments to suppliers for goods and services	(79,657)
Cash payments for administration and salaries	<u>(77,323)</u>
Net cash used in operating activities	<u>(62,808)</u>
Cash flows from capital and related financing activities:	
Reduction in advance from other fund	(814)
Cash received from sale of assets	<u>67,517</u>
Net cash used in capital and related financing activities	<u>66,703</u>
Cash flows from investing activities:	
Interest received on investments	<u>378</u>
Net increase (decrease) in cash and cash equivalents	4,273
Cash and cash equivalents, beginning of year	<u>157,387</u>
Cash and cash equivalents, end of year	<u><u>\$ 161,660</u></u>
Reconciliation of cash and cash equivalents to the balance sheet:	
Cash	\$ 128,353
Restricted cash	<u>33,307</u>
Cash and cash equivalents, June 30	<u><u>\$ 161,660</u></u>
Reconciliation of operating income (loss) to	
Net cash provided by operating activities	
Operating Income (Loss)	\$ (45,168)
Adjustments to reconcile operating income (loss) to	
net cash provided by operating activities:	
Depreciation	2,184
Changes in assets and liabilities:	
Accounts receivable	(327)
Accounts payable	(19,836)
Customer deposits	<u>339</u>
Net Cash Used In Operating Activities	<u><u>\$ (62,808)</u></u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Notes to Financial Statements
June 30, 2013**

Note 1: Summary of Significant Accounting Policies

The Sunrise Mobile Home Park (Project) is a state assisted project to provide housing for low income persons. The Project is comprised of 14 city owned mobile homes, built in 1982, which are the financially assisted units and 26 cement pads designed for other low income persons to place their own mobile homes on. Revenue to finance operations is provided from the following sources:

1. Rent income from the non-assisted and assisted units is calculated as a percentage of the tenants' gross income less a state calculated utility allowance or base rent, whichever is greater.
2. A monthly annuity fund payment from the Rental Housing Construction Program of the State of California is based on the budgeted revenues and expenses taking into consideration the ratio of assisted unit square footage to non-assisted unit square footage.

A. Reporting Entity

The Project meets the criteria set forth in U.S. GAAP for inclusion as a blended component unit of the City of Bishop and is included in the City's financial statements.

The primary criterion for a potential component unit within a reporting entity is the governing body's financial accountability. A primary governmental entity is financially accountable if it appoints a voting majority of a component unit's governing body and it is able to impose its will on the component unit, or if there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable if a component unit is fiscally dependent on the primary governmental entity regardless of whether the component unit has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board.

The City Council members serve as the Governing Board of the Project and all accounting and administrative functions are performed by the City, which records all activity of the Project in the Enterprise fund of the City. The Project is, therefore, reported as a blended component unit of the City.

B. Fund Accounting

The accounting records of the Project are organized on the U.S. generally accepted basis of accounting for an enterprise fund.

Enterprise Fund - Enterprise funds are used to account for the Project's operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the Governing Board is that the costs (expenses, including depreciation) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Notes to Financial Statements
June 30, 2013**

Note 1: Summary of Significant Accounting Policies (Continued)

C. Basis of Accounting

The Project's financial records are maintained on the accrual basis of accounting as prescribed by the Controller of the State of California. Under the accrual basis of accounting, revenues are recognized when the income is earned rather than when received and expenses are recognized when the obligation is incurred rather than when paid.

D. Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E. Fixed Assets

Fixed assets are carried at the actual amounts expended by the Sunrise Mobile Home Park and the State of California. Depreciation expense is calculated based on the half year convention and using the straight line method of depreciation. The assets are depreciated over their useful life which is 30 years for the mobile homes and community center. Land is not a depreciable asset. Maintenance and repairs are charged to expense as incurred. Significant additions or improvements are capitalized and depreciated over the revised estimated useful lives.

F. Restricted Assets

The State of California requires restricted accounts be set aside for replacement reserves and tenant security deposits.

G. Net Position

Reserves represent those portions of Net Position legally segregated for a specific future use.

H. Cash Equivalents

For purposes of the statement of cash flows, the Project considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Notes to Financial Statements
June 30, 2013**

Note 2: Cash

The City maintains a cash and investment pool that is available for use by all funds. Cash and investments shown on the balance sheet represent the Project's share of the City's cash and investment pool. Refer to the City's financial statements for disclosures of cash and investments and related risk categorization.

Note 3: Restricted Cash

Restricted cash consists of the following at June 30, 2013:

Security deposits	\$ 9,201
Reserve for replacement	<u>24,285</u>
Total Restricted Cash	\$ 33,486

The operating account and the security deposits account are invested in the pooled cash of the City of Bishop. The replacement reserve account is maintained in a separate account at a commercial bank. See the City of Bishop financial statements for additional information on cash and investments.

Note 4: Fixed Assets

On June 30, 2013, fixed assets consist of the following:

Land	\$ 324,850
Buildings	425,123
Accumulated depreciation	<u>(388,630)</u>
Total	\$ 361,343

Note 6: Risk Management

The Project is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Park participates in the Southern California Joint Powers Insurance Authority (SCJPIA) as a component unit of the City of Bishop. The purpose of SCJPIA is to spread the adverse effects of losses among the member agencies and to purchase excess insurance as a group, thereby reducing expenses. The Project, through cost allocation from the City, contributes its pro rata share of insurance premiums to pools administered by SCJPIA. Settlements have not exceeded insurance coverage in any of the last three years.

Note 7: Related Party Transactions

The City of Bishop provides staff and other services to the Project, for which the City is reimbursed. All operating revenues and expenses are deposited in and paid from the City's treasury. The Project maintains a separate replacement reserve fund in the Project's name. The City has also loaned funds to the Project as described in Note 5.

Note 8: Subsequent Event

Subsequent to fiscal year end the regulatory agreement with the California Department of Housing and Community Development dated May 29th 1981 is set to expire. The City expects to take over operations of the Project.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Supplementary Schedule of Revenues
For the Fiscal Year Ended June 30, 2013**

<u>Revenues:</u>	<u>UNIT CATEGORY</u>		<u>Total</u>
	<u>Assisted</u>	<u>Non-Assisted</u>	
Rent	\$ 41,305	\$ 29,983	\$ 71,288
Utility subsidy-City	22,768		22,768
Other		104	104
Interest-operating account		247	247
Gain on sale of assets	67,517		67,517
Total Revenue	\$ 131,590	\$ 30,334	\$ 161,924

The accompanying notes are an integral part of these financial statements.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Supplementary Schedule of Expenses
For the Fiscal Year Ended June 30, 2013**

Expenses :	UNIT CATEGORY		Total
	Assisted	Non-Assisted	
Management fee	\$ 11,448	\$ 17,906	\$ 29,354
Miscellaneous administration	404	632	1,036
Total administration	<u>11,852</u>	<u>18,538</u>	<u>30,390</u>
On-Site Manager			
Wages	6,119	9,570	15,689
Housing allowance	1,872	2,928	4,800
Overhead-utilities	393	615	1,008
Payroll tax and fringe benefits	12,196	19,076	31,272
Total Salaries and Benefits	<u>20,580</u>	<u>32,189</u>	<u>52,769</u>
Supplies	647	1,011	1,658
Professional services	1,831	2,864	4,695
Services purchased from replacement reserve	934	1,460	2,394
Maintenance and service	3,072	4,804	7,876
Total Maintenance and Supplies	<u>6,483</u>	<u>10,140</u>	<u>16,623</u>
Utilities	<u>16,232</u>	<u>25,388</u>	<u>41,620</u>
Property taxes	<u>211</u>	<u>331</u>	<u>542</u>
Replacement reserve annual transfer	<u>3,933</u>		<u>3,933</u>
Debt service	<u>814</u>		<u>814</u>
Total Expenses for State Reporting	<u>\$ 60,105</u>	<u>\$ 86,586</u>	<u>\$ 146,691</u>
Adjust For Financial Statement Presentation			
Replacement reserve annual transfer			(3,933)
Housing allowance			(4,800)
Annual debt service			(814)
Depreciation expense			<u>2,184</u>
Total Expenses for Financial Statement Presentation			<u>\$ 139,328</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Supplementary Schedule on Replacement Reserve Account
For the Fiscal Year Ended June 30, 2013**

Balance as of July 1, 2012	\$ 20,352
Deposits	
Annual replacement reserve increase 2012-2013	<u>3,933</u>
Balance as of June 30, 2013	<u><u>\$ 24,285</u></u>

The accompanying notes are an integral part of these financial statements.

Larry Bain, CPA,
An Accounting Corporation
2148 Frascati Drive
El Dorado Hills, CA 95762

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING
STANDARDS***

To the City Council
City of Bishop, Sunrise Mobile Home Park
Bishop, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the component unit financial statements of the business-type activities of Sunrise Mobile Home Park, as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise Sunrise Mobile Home Park's basic financial statements, and have issued our report thereon dated December 16, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Sunrise Mobile Home Park's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Sunrise Mobile Home Park's internal control. Accordingly, we do not express an opinion on the effectiveness of Sunrise Mobile Home Park's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Sunrise Mobile Home Park's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended for the information and use of the City of Bishop, Sunrise Mobile Home Park Governing Board, management, California Rental Housing Construction Program and the State Controller's Office of the State of California. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in black ink, appearing to read "Larry Bain". The signature is fluid and cursive, with a long horizontal stroke at the end.

Larry Bain, CPA,
An Accounting Corporation
December 16, 2013

**CITY OF BISHOP
SUNRISE MOBILE HOME PARK**

**Attachment 1
June 30, 2013**

The following comments are made in accordance with the California Rental Housing Construction Program of 1979's "Memo to Auditors of Rental Housing Developments funded by HCD" dated September 12, 2004.

Financial Health of Organization and Project:

Nothing came to our attention that would lead us to believe that the Sunrise Mobile Home Park would not be able to continue as a going concern.

Internal Controls and Compliance with Laws and Regulations:

See Independent Auditor's Report on Compliance and on the Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.

Appropriateness of Bookkeeping Practices:

The bookkeeping of the Sunrise Mobile Home Park is integrated with the accounting department of the City of Bishop. During the course of the audit, nothing came to our attention that would lead us to believe that the system in place is not adequate for the required reporting functions.

Taxes and Insurance:

The taxes and insurance were paid in full during the 2012/2013 fiscal year. See note 6 for additional information on insurance coverage.

Required Accounts:

See note 3 and the supplementary information titled "Report on Replacement Reserve Account" for detail on the required accounts.