



# CITY OF BISHOP

## CITY COUNCIL STUDY SESSION AGENDA

**Monday, May 9, 2011**

**4:00 p.m.**

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

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

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

### 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.

### SCHEDULED DISCUSSION

1. Seibu to School Bike Path – BUSD Superintendent Barry Simpson
2. Update on Bishop area DWP land releases
3. Update on DWP sale of surplus property – 789 Home Street
4. City Park leash law
5. Update on the relocation of US Postal Service mail box in front of 263 South Main Street
6. Current 7:00 p.m. agenda items
7. Future agenda items; Agenda for Council/Staff Goals Retreat-June 3, 2011

### DEPARTMENT HEAD REPORTS

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

### DISCUSSION

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

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

TO: CITY COUNCIL

From: James M. Southworth, City Administrator 

DATE: May 9, 2011

**AGENDA**                    **Study Session Topic: Seibu to School Bike Path - BUSD**  
**SUBJECT:**                **Superintendent Barry Simpson**

**Discussion:**            Reports/discussion: 3/7/11, 3/23/09, 5/12/08  
**First Reading:**        n/a  
**Budget/Source**        n/a

**Attachments:**        1. Letter from Superintendent Barry Simpson  
                              2. Site map  
                              3. Thank you e-mail to Tribal Council (noting support letter)

**Background/Discussion:**

Superintendent Simpson has written a letter to the City in support of the Seibu to School Bike Path. A copy of his letter has been provided to the Paiute Tribal Council.

**Recommendation(s):**

Hear Superintendent Simpson's oral presentation.

TO SS 5/9/11

**OFFICE OF THE SUPERINTENDENT  
BISHOP UNIFIED SCHOOL DISTRICT**

**Barry D. Simpson, Superintendent**

**301 N. Fowler Street**

**Bishop, California 93514**

**Phone --760.872.3680 Fax -- 760.872.6016**

April 8, 2011

Bishop City Council  
377 W. Line Street  
Bishop, CA 93514

**RECEIVED**

**APR 12 2011**

*City of Bishop .*

Dear Bishop City Council Members,

I am writing to you to reiterate the Bishop Unified School District's support for a path along the north side of the Bishop Elementary School campus. The District has appreciated the opportunity to work with the City of Bishop and the Bishop Paiute Tribe to construct this path with connections to the north side of the Bishop Elementary School campus, Seibu Lane near See Vee Lane on the Bishop Paiute Reservation, and with Keough Street. The "Seibu to School Bike Path" is important because it will provide a safer and more convenient access for school children to reach the schools and will improve the security of the school campuses at the same time.

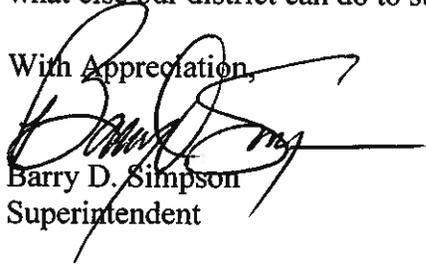
I understand the project has come up against some stumbling blocks. I have learned that the Bishop Paiute Tribe is unable to support the construction of the path on the Reservation including a connection to Seibu Lane and I also understand the City of Los Angeles Department of Water and Power (DWP) will not support a path built entirely on its property. If the entire path connecting the schools and Keough Street with Seibu Lane or See Vee Lane can not be built now, the District supports the construction of at least a key portion of the path as soon as possible. The portion of the path we would like to see constructed soon is the portion of the path between the west end of Keough Street and the west edge of the school campuses. We understand this portion of the path is acceptable to both the Tribe and DWP. The access point into the schools would be moved from along the west edge of the campuses to a point on the north edge in conjunction with the construction of the new paved path.

Student safety and campus security would greatly benefit from the construction of this portion of paved path along the north side of the schools. This is because the new path could function well in conjunction with the existing use trail between the east end of Diaz Lane at See Vee Lane and the west edge of the school campuses until an improved replacement for the use trail is constructed at some time in the future. The existing use trail and a new path north of the schools with access into the schools from the north would provide school children better access to the schools and would improve campus security. These are the District's main goals for the completion of the path project yet we note they are largely met by this portion of the larger project while minimizing controversy with the Tribe and DWP.

We understand due to maintenance and winter safety considerations that trees along the north side of the school campuses may need to be removed as a part of any path project. If the removal of the existing trees can not be avoided, replacement trees will be essential.

To summarize, the District appreciates the City of Bishop's continued effort with the "Seibu to School Bike Path" project. If it is not possible to construct the entire path at this time, the District strongly supports the construction of the portion of the path from Keough Street to connect to the existing use trail near the west edge of the school campuses. Please let me know what else our district can do to support this important project.

With Appreciation,



Barry D. Simpson  
Superintendent

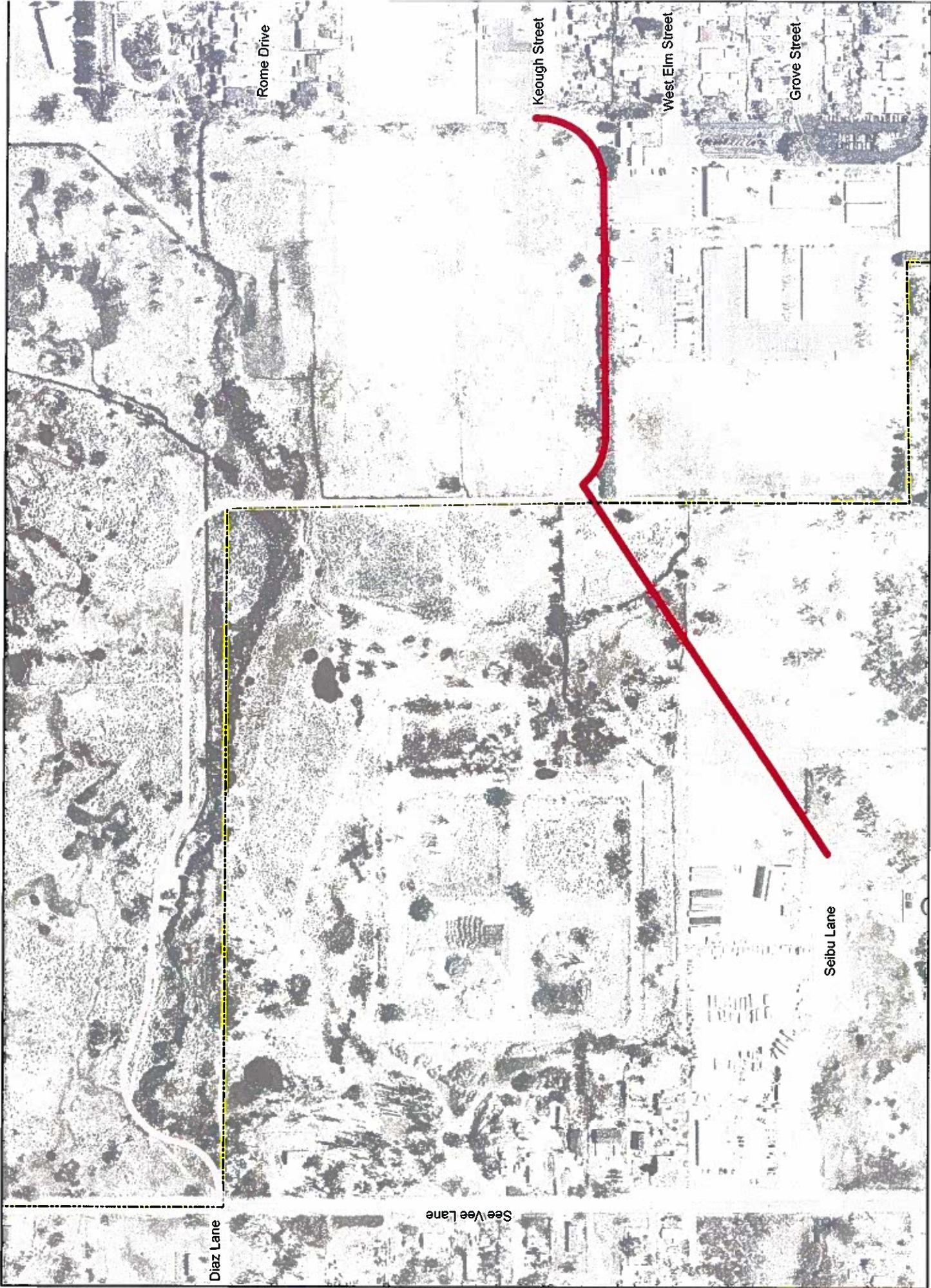
---

**Board of Trustees**

Kathy Zack  
Dr. Carl Lind

Jim Tatum  
Trina Orrill

Dr. Eric Richman



Rome Drive

Keough Street

West Elm Street

Grove Street

Seibu Lane

Diaz Lane

See Vee Lane

# Siebu to School Bike Path

City of Bishop

0 100 200 Feet

**From:** James Southworth [mailto:jim@ca-bishop.us]  
**Sent:** Friday, April 29, 2011 3:17 PM  
**To:**  
**Cc:**  
**Subject:** Thank you for meeting yesterday

Dear Chairman Vega, Council Members.

Thank you for allowing Public Works Director Dave Grah and me to visit with you yesterday regarding the update of Bishop's Mobility plan. We appreciate the opportunity and your interest in this project.

We do hope you and any other interested Tribal members will visit our Mobility Open House on May 12, anytime between 3:00 and 7:00 PM. This will be very casual, with information stations and staff to explain, listen, and take comments. We invite your comments and will appreciate your insights so this plan can complement the entire Bishop area.

Also, as mentioned, a copy of the School District's letter supporting the bike path on the north side of the Elementary School campus is attached. Superintendent Simpson is scheduled to present the letter to the City Council Study Session on May 9 at 4:00 PM. This is a public meeting and your attendance would be more than welcome.

Thank you again for meeting with us.

Jim

**James M. Southworth**  
*City Administrator*  
City of Bishop  
377 W. Line Street  
Bishop, CA 93514  
760-873-5863  
Fax: 760-873-4873

TO: CITY COUNCIL  
From: James M. Southworth, City Administrator  
DATE: May 9, 2011

**AGENDA** Study Session Topic: DWP Land Release Meeting Update  
**SUBJECT:**

**Discussion:** 2/14/11, 7/26/10  
**First Reading:** n/a  
**Budget/Source** n/a

**Attachments:** 1. "Possible Land Divestment, Bishop City Border" map (5/2/11)  
2. "City of Bishop" map (7/26/10)

**Background/Discussion:**

DWP staff requested a meeting with County staff and City staff to discuss the Hanby parcel and other releases. The discussion was framed by DWP:

*Now that the second phase of the 75 acres is nearing completion, we would like to discuss how the County of Inyo and the City of Bishop wants to progress with the Hanby parcel. The Agreement has been modified to include the Hanby parcel.*

*Conceptual topics to discuss include:*

- *County concerns*
- *City of Bishops concerns*
- *Annexation/water service agreement*
- *Direct Sale or Auction options*
- *Acreage*
- *Tentative tasks and timelines*
- *Inclusion or exclusion of the South Fork of Bishop Creek and Buffer area next to Canal*
- *Property owners residing on South Yaney Street (back yard encroachments)*
- *other issues, as needed*

*Please bring whatever staff you deem as necessary.  
If the date doesn't work for anyone, please let me know.*

The meeting was held on April 29 at DWP's office. Participants included:

LADWP: Don McGhie, Clarence Martin, and Gene Coufal  
Inyo County: Kevin Carunchio, Josh Hart, and Randy Keller  
City Bishop: Mayor Smith, Peter Tracy, Dave Grah, Keith Caldwell, and Jim Southworth

The discussion was collaborative and informative. DWP staff noted that the release of the 75 acres and the divesting of holdings within existing communities are two separate issues. The Hanby parcel is included in the 75 acres to be released per the Agreement between LADWP and Inyo County.

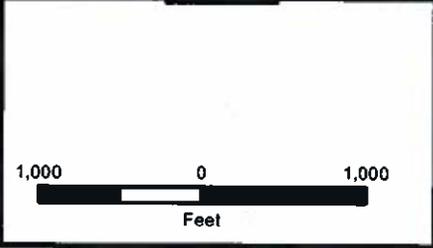
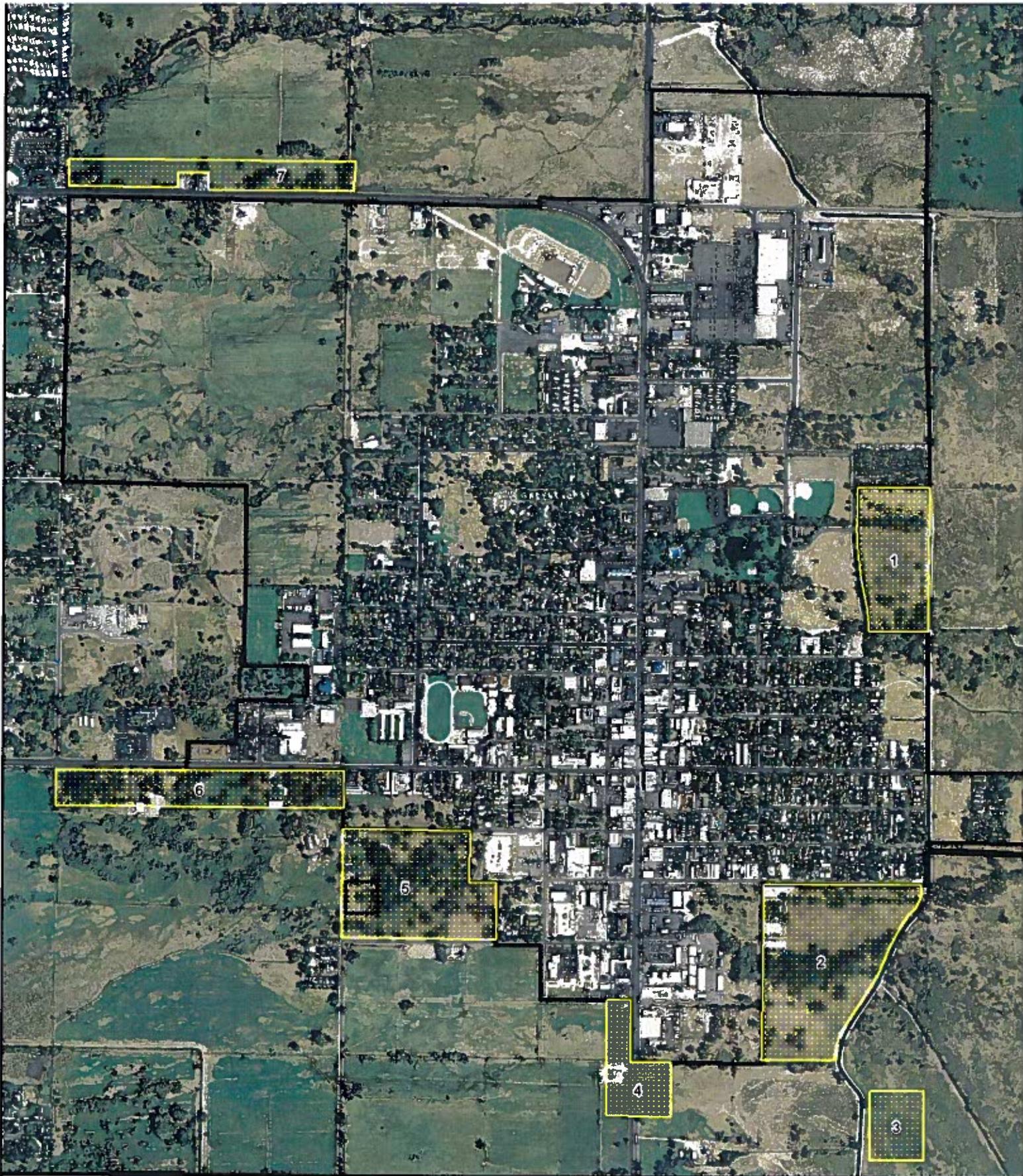
As part of the 75 acres, there are several questions concerning the Hanby parcel. Both DWP and Inyo County request the City's input before moving ahead with a release. The City Council is scheduled to discuss the Hanby parcel at its study session on May 23.

Also briefly discussed:

- (1) Leased and vacant properties within the City of Bishop (see map "*City of Bishop*," provided to Bishop City Council last summer).
- (2) Potential Bishop area releases after the Inyo/DWP Agreement requirements are met (see map "*Possible Land Divestment, Bishop City Border*").

**Recommendation:**

Hear update from meeting participants.



Possible Land Divestment



Bishop City Border

Town	ID_Name	Approx_Ac
Bishop	1	Approx 19 Ac
Bishop	2	Approx 40 Ac
Bishop	3	Approx 7 Ac
Bishop	4	Approx 10 Ac
Bishop	5	Approx 30 Ac
Bishop	6	Approx 21 Ac

# City of Bishop

Property Identified  
Under 75 Acre  
Commitment



1 Parcel

Leased  
Property



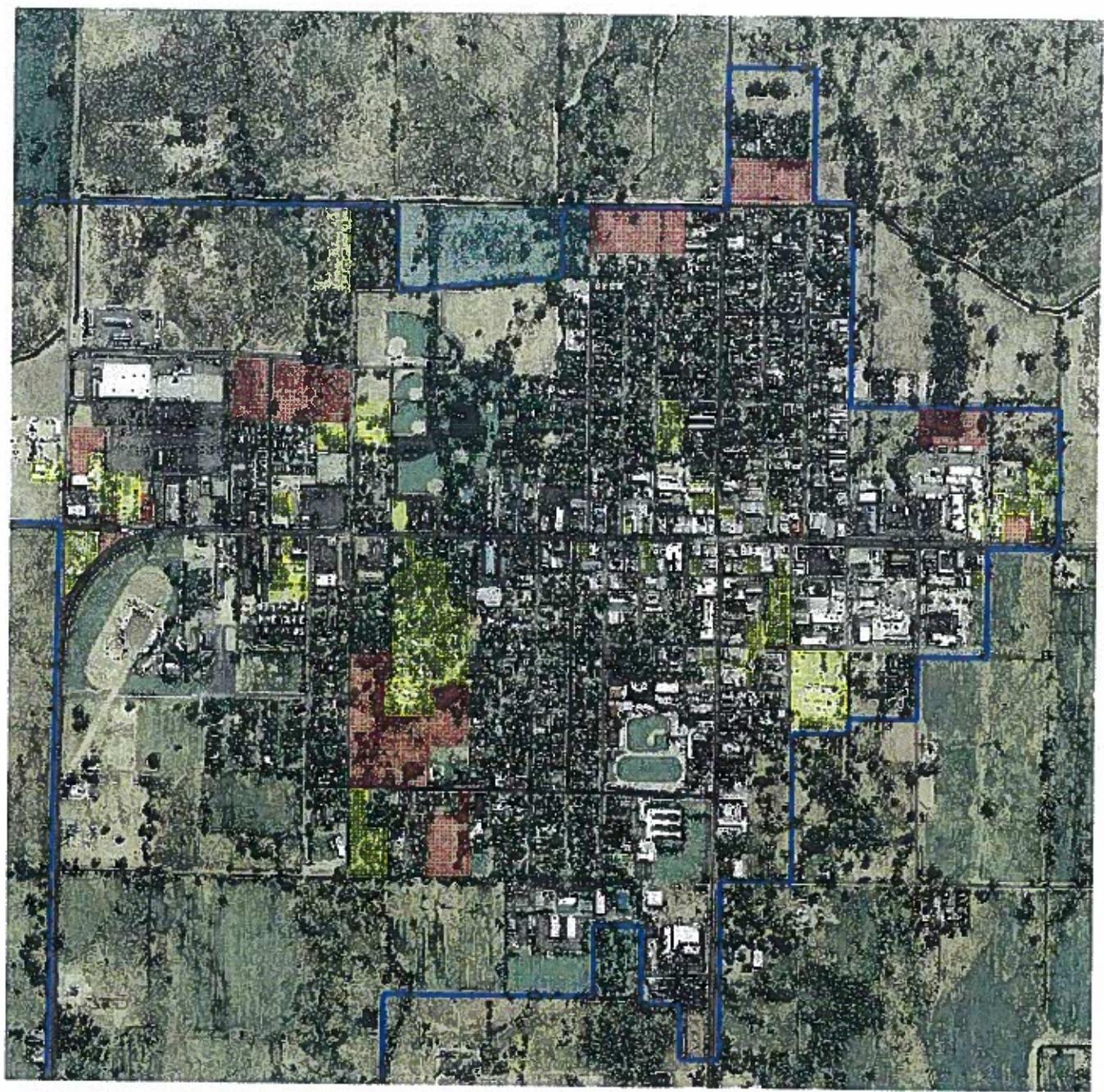
41 Parcels

Vacant  
Property



13 Parcels

City Limits —



TO: CITY COUNCIL

From: James M. Southworth, City Administrator 

DATE: May 9, 2011

**AGENDA** Study Session Topic: DWP Sale of Surplus Property -  
**SUBJECT:** 789 Home (Bishop Nursery)

**Discussion:** n/a

**First Reading:** n/a

**Budget/Source** n/a

**Attachments:** 1. LADWP Letter: *Sale of surplus Property and Record of Survey*

**Background/Discussion:**

The Department of Water and Power of the City of Los Angeles has notified us that it is preparing to sell property located at 789 Home (occupied by Bishop Nursery). The subject parcel is to be created as part of a larger parcel, see attached site map and they ask if the City of Bishop has any concerns over creation of this parcel. Additionally, they ask if we have any interest in this property, or any comments, recommendations, or objection regarding the proposed sale.

**Recommendation:**

Review and consider response.



ANTONIO R. VILLARAIGOSA  
Mayor

Commission  
THOMAS S. SAYLES, *President*  
ERIC HOLOMAN, *Vice-President*  
CHRISTINA E. NOONAN  
JONATHAN PARFREY  
BARBARA E. MOSCHOS, *Secretary*

RECEIVED  
RONALD O. NICHOLS  
General Manager  
APR 22 2011  
CITY OF BISHOP

April 19, 2011

Mr. James Southworth  
City Administrator  
City of Bishop  
P.O. Box 1236  
Bishop, California 93515-1236

Dear Mr. Southworth:

Subject: Sale of Surplus Property and Record of Survey

The Los Angeles Department of Water and Power (LADWP) is preparing to sell at auction a parcel of surplus City of Los Angeles-owned land in the city of Bishop located at 789 Home Street and presently occupied by Bishop Nursery, Inc.

The subject property is part of a larger parcel and in order to move forward with the sale, LADWP will need to create a new legal parcel by setting monuments at the property corners and recording a Record of Survey Map. Enclosed for review is a map showing the proposed sale area. As the local agency having jurisdiction over this parcel, please notify our office, at the address below, if the City of Bishop has any issues or concerns over the creation of this parcel.

In addition, pursuant to the provisions of Sections 54220 through 54232 of the Government Code, LADWP would appreciate your reviewing the subject property and advising us by June 15, 2011, at the address noted below, whether your organization is interested in purchasing the property.

If we have not received a response from you by June 15, 2011, we will assume that you have no interest in this property and that you will have no objections to it being offered for sale at public auction.

Any comments, recommendations, or objections regarding this proposed sale should be sent to our office at 300 Mandich Street, Bishop, California 93514-3449, attention Real Estate, or you can contact Mr. Scott Cimino, of my staff, at (760) 873-0369.

Sincerely,

Clarence E. Martin  
Assistant Aqueduct Manager

Enclosure

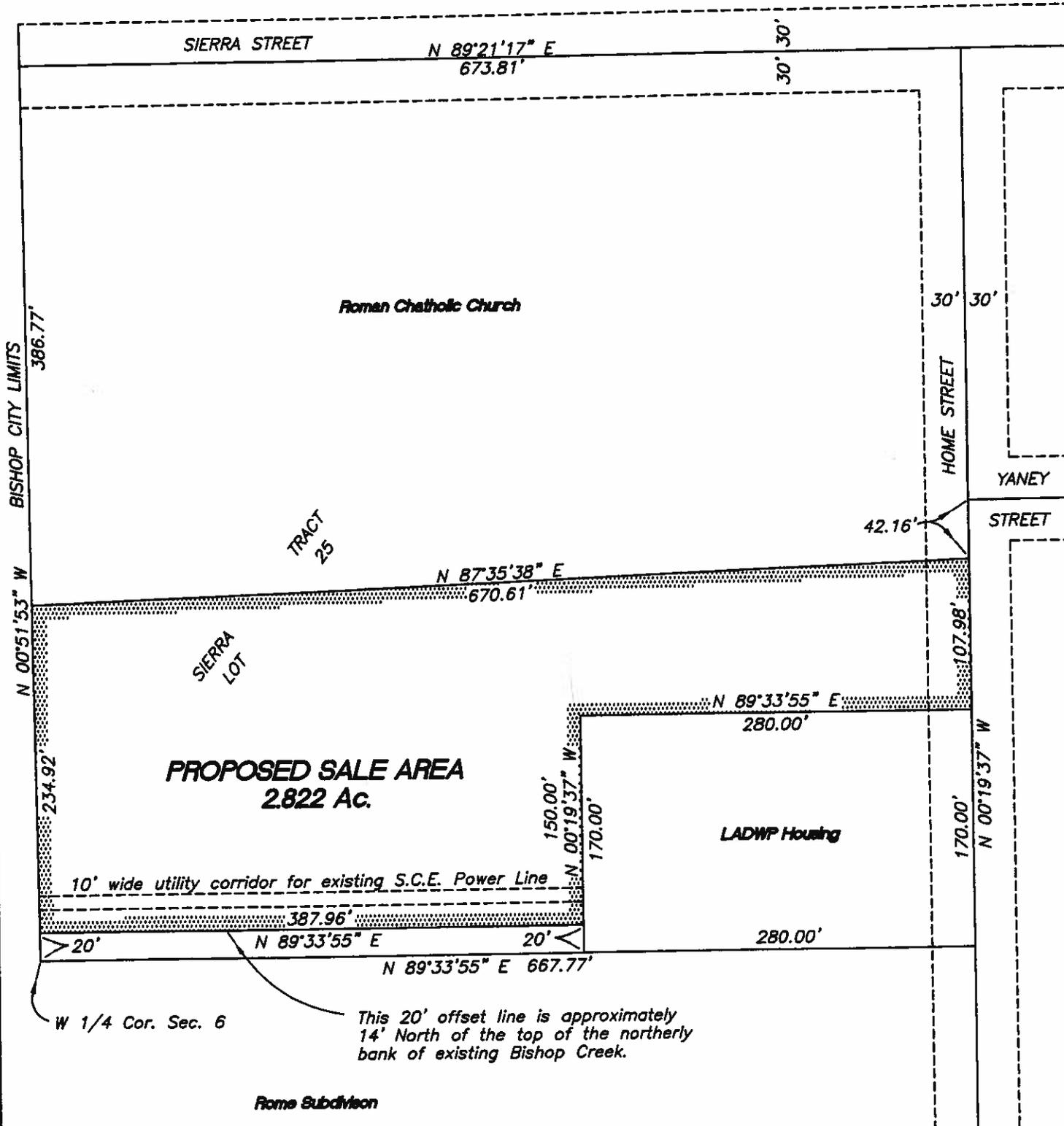
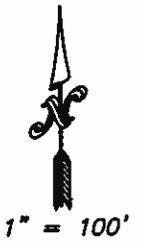
SC:rjm

c: Mr. Scott Cimino  
Real Estate

Water and Power Conservation . . . a way of life

□ Bishop, California mailing address: 300 Mandich Street • Bishop, CA 93514-3449 • Telephone: (760) 873-0208 • Fax (760) 873-0266  
111 North Hope Street, Los Angeles, CA 90012-2607 • □ Mailing address: Box 51111 • Los Angeles, CA 90051-0100  
Telephone: (213) 367-4211 • Cable address: DEWAPOLA

**CITY OF BISHOP  
 PORTION OF LOT 25 SIERRA TRACT  
 SEC. 6, T. 7 S., R. 33 E., M.D.M.**



This 20' offset line is approximately 14' North of the top of the northerly bank of existing Bishop Creek.

Rome Subdivision

**STUDY SESSION**

**TO:** CITY COUNCIL

**FROM:** JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT:** UPDATE ON RELOCATION OF MAIL BOX AT 263 SOUTH MAIN ST.

**DATE:** May 9, 2011

Attachments:	<ol style="list-style-type: none"><li>1. Request from Alpine Signs requesting mail box relocation – 1/9/09</li><li>2. City correspondence to Bishop Postmaster 1/29/09</li><li>3. Notes from phone contact from Bishop Post Office 2/6/09</li><li>4. Public Works survey to area businesses 8/18/09</li><li>5. Agenda packet cover memo and attachments 9/28/09</li><li>6. Portion on minutes from 9/28/09 Council meeting</li><li>7. Agenda packet cover memo and attachments 1/11/10</li><li>8. Resolution No. 10-01 establishing mail loading zone and map</li><li>9. Portion of minutes from the 1/11/10 Council meeting</li></ol>
--------------	--

**BACKGROUND/SUMMARY**

The attached information relates to a past request from the business at 263 South Main Street to relocate the mail box at this site in order to provide more customer parking. It is provided for your review prior to the Study Session.

It appears the Post Office had decided not to move the mail box. Dave Grah will give an oral report on the status of this matter.

**RECOMMENDATION**

Review the information and hear the report.

*dt*

January 9, 2009

Dear Rick Pucci,

I am writing this letter requesting the relocation of the Post Office mail box in front of Alpine Signs, 263 S. Main Street. Customers of Alpine Signs, J.C. Penny, Buffalo Bills, La Casita, Bishop Jewelers and Great Basin Bakery need to park in these two spaces as parking is limited on Main Street. The Post Office only comes to this box once a day to pick up mail. I have asked the Post Office to move the box down the block to plenty of space South of 2nd street on the West side. Please coordinate with the Post Office to have the box relocated. If you have any questions, please call me at 873-5078.

Thank You,  
Caryn Todd  
Owner of Alpine Signs  
263 S. Main St.  
Bishop, Ca. 93514



Digital Printing  
Custom Decals & Logos  
Vinyl Lettering  
Printed Signs  
Metal Signs  
Sandblasted Signs  
Banners  
Vehicle Graphics  
Magnets

**Joe and Caryn Todd**  
263 S. Main Street, Bishop, California  
760\*873-5078 Fax 760\*873-5077  
AlpineSigns@cebridge.net Lic. #869587

*Bishop Postmaster  
Alicia Wendel*

ACE Hardware

Proposed New Post Office BOX

Boyd Fen

Empty DIRT Lot

2<sup>nd</sup> STREET

Perry's Motors

Hashthorns

Perry Motors

Clarke ST.

Joe's Garage

Hwy 395

Existing Post Office Box

Chicago

Great Basin Bakery

Short ST

Bishop Jewels

Alpine Signs

J.C. Penny

BUFF-BILLS

LACASITA

etc.

North

South

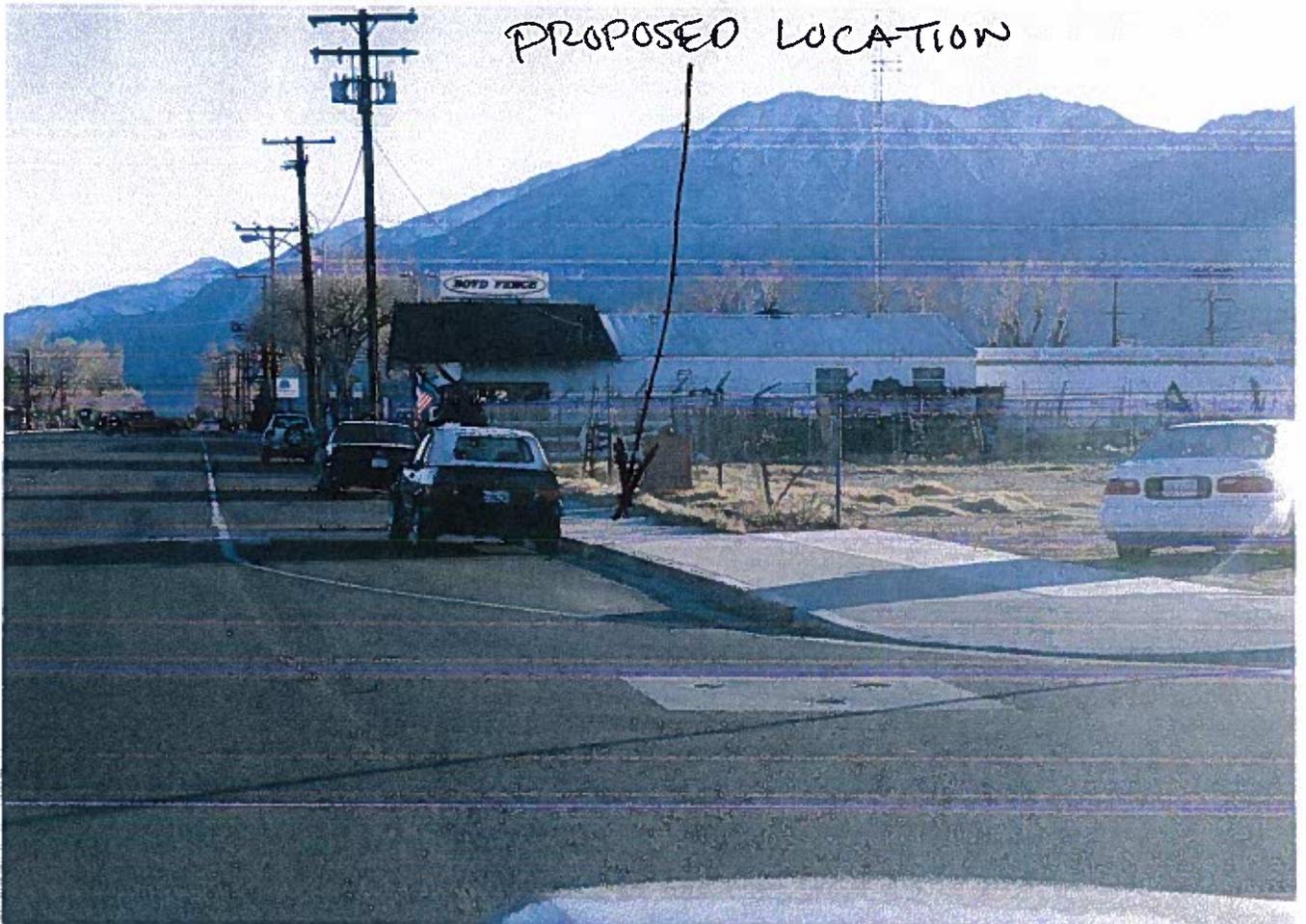
E-Line

W-Line

EXISTING  
LOCATION



PROPOSED LOCATION





# CITY OF BISHOP

377 West Line Street - Bishop, California 93514

P. O. Box 1236 - Bishop, California 93515

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

January 29, 2009

Alicia C. Wendt, Postmaster  
United States Postal Service  
595 West line Street  
Bishop, CA 93514-9998

Dear Postmaster Wendt:

Several business owners in the location of 263 South Main Street, including J.C. Penney, Bar-B-Q Bills, La Casita, Bishop Jewelers and Great Basin Bakery and others, have contacted the City regarding perceived parking issues in and around those businesses. A suggestion was made that one or two parking spaces could be made available if it was possible to relocate the Post Office drop box a short distance to the north where it could be located in an area which is presently designated by red curb.

I am told the follow up request to the City would be to place time limit parking at the proposed location. I am not sure what the requirements or concerns of the Post Office are; therefore, my first step is this letter to your office.

I would be interested in determining whether this type of relocation would be feasible, taking into consideration all of the Post Office needs. The businesses in the area seem to believe that increased parking would assist them by enhancing parking for customers. If such a relocation is feasible and would not create difficulties for the postal service, the City would be available to assist in the process.

Thank you in advance for considering this matter.

Sincerely,

Richard F. Pucci  
City Administrator

RFP:dg

Friday, February 06, 2009

NOTE TO RICK:

In response to your letter of January 29 to the Postmaster regarding the drop mail box in front of Alpine Signs on Main Street, Jean Logan called to inform us that the post office will probably relocate the box to Joe's Garage . It will cost \$500 to move it a work order gets placed and someone from Van Nuys comes up to relocate it. The process will probably take three months.

She commented that if the relocation is not approved by the main office, they will be requesting the current location be red curbed as it is the only location at a drop box that is not. She did not feel the request would be rejected as "mail delivery person safety" was used as the reason.

Contact: Jean Logan 873-3526

*Spoke to Jean 2-10-09  
will call me on  
Wed - next  
week re "go or  
no go"*



# CITY OF BISHOP

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

18 August 2009

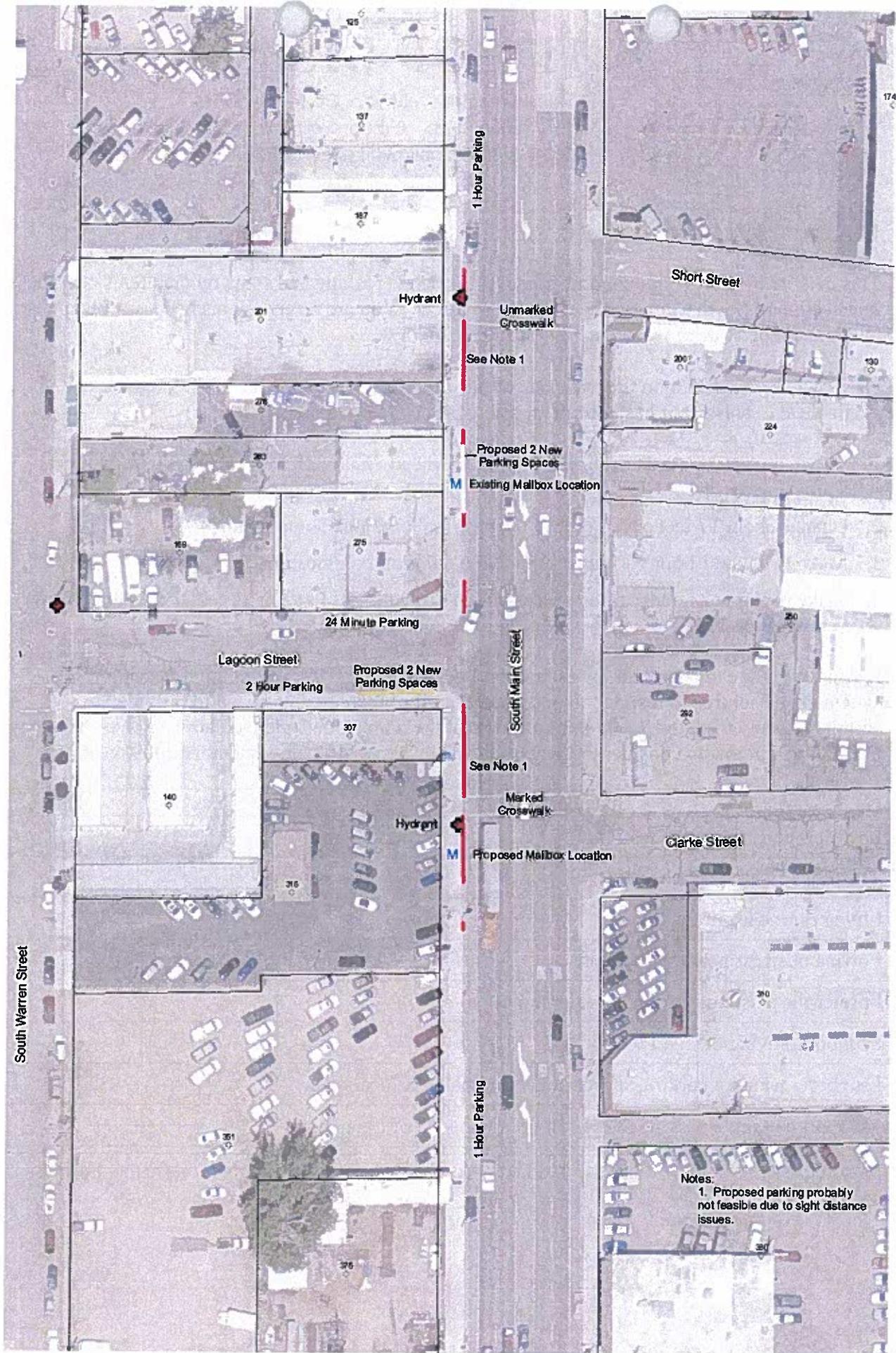
This is to invite your comment on a proposal to change parking and some related items near the intersection of South Main Street and Lagoon Street. You are receiving this because you appear to own a property or to receive mail near the location.

As shown on the sketch on the back side of this mailing (larger versions of the sketch are available at City Hall), it has been proposed to:

1. Move the mail box from in front of Alpine Signs at 263 South Main Street about 220 feet south to across from Clarke Street.
2. Change about 17 feet of red curb at the new mailbox location to white.
3. Make two new 1 hour parking spaces at the old mail box location.
4. Make two new 2 hour parking spaces on the south side of Lagoon Street where there is now yellow curb.

If you would like to comment, please respond no later than 31 August to the following statements. Feel free to respond to one, some, or all of the statements, and to provide your comment in any form to Bishop Public Works at the number and address shown above. The City Council will probably consider the proposed change at one of their September 2009 meetings.

Statement	Yes	No
I own property near the location:		
The property is a residence:		
I live near the location:		
I own a business near the location:		
I prefer the existing parking configuration:		
I support moving the mail box:		
I support making 2 parking spaces at current mailbox locations:		
I support making 2 parking spaces on the south side of Lagoon:		
I also have these comments or would like to provide the following information (name, business name, address, etc.):		



1 Hour Parking

Short Street

Hydrant

Unmarked Crosswalk

See Note 1

Proposed 2 New Parking Spaces

M Existing Mailbox Location

24 Minute Parking

Lagoon Street

2 Hour Parking

Proposed 2 New Parking Spaces

South Main Street

See Note 1

Marked Crosswalk

M Proposed Mailbox Location

Clarke Street

1 Hour Parking

Notes:  
1. Proposed parking probably not feasible due to slight distance issues.



Proposed Parking and Mailbox Change  
South Main Street, Bishop

TO: City Council

FROM: City Administrator

RP (dg)

SUBJECT: PARKING AT S. MAIN / LAGOON STREETS / MAIL BOX RELOCATION

DATE: September 28, 2009

A request from several business owners in the area of 263 South Main Street to relocate a postal box came to the City several months ago. The purpose of the request was to relocate the box to an area further south on Main Street which is already restricted parking thereby allowing for two additional parking spaces. The City has received favorable responses from most of the businesses.

A second request was to remove the loading zone designation on the south side of Lagoon to create two-hour parking. One business at 307 South Main Street (Cobwebs) has indicated concern with this proposed change. The request for this change came from most of the other surrounding businesses.

RECOMMENDATION:

Review these possible parking modifications and give staff direction.

(9)



**To:** Richard F. Pucci, City Administrator  
**From:** David Grah, Director of Public Works  
**Subject:** South Main and Lagoon Street Parking Change  
**Date:** 17 September 2009

**General:**

It has been proposed to move a mail drop box and change parking on South Main Street near Lagoon and to change parking on Lagoon near South Main Street.

**Background:**

Some businesses near the intersection of South Main Street and Lagoon Street have suggested changes to parking in the area. The Bishop Police Department has concurred with the suggestions. As shown on the attached sketch, it has been proposed to:

1. Move the mail box from in front of Alpine Signs at 263 South Main Street about 220 feet south to across from Clarke Street.
2. Change about 17 feet of red curb at the new mailbox location to white.
3. Make two new 1 hour parking spaces at the old mail box location.
4. Make two new 2 hour parking spaces on the south side of Lagoon Street where there is now yellow curb.

On 18 August, 130 questionnaires were sent to property owners and tenants of properties in the area of the proposed changes (see attached example) as well as to Caltrans and to the Post Office.

As of today, 14 questionnaires have been returned. The results of the questionnaires are shown on the attached spreadsheet. Also attached are copies of 5 letters included with one of the returned questionnaires.

One response, the one with 5 letters attached, was opposed to any of the proposed changes. The attached letters were all opposed to the change of the yellow curbed loading zone on Lagoon and silent about the changes on Main Street. The other 13 responses were all in favor of all of the proposed changes.

The changes on Main Street, including the relocation of the mail box, would all be done on Caltrans right of way. We have discussed the proposed changes with Caltrans and they will allow the changes if they are made by the city under encroachment permit. We had worked out an arrangement with the Post Office so the city could relocate the mail box for them. This arrangement would allow all of the work to be coordinated including moving the box, painting

curbs, and placing appropriate signs and all under one permit. Unfortunately, a recent change in the Postmaster changed the position of the Post Office and they indicate only the Post Office can relocate the box. The Postmaster further indicated that scheduling the out-of-area crew that does the relocation can be difficult, so the coordination and the permitting of the work could be a significant challenge.

Public works review of the area does not suggest any particular configuration or change.

**Recommendation:**

None.





# CITY OF BISHOP

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

18 August 2009

This is to invite your comment on a proposal to change parking and some related items near the intersection of South Main Street and Lagoon Street. You are receiving this because you appear to own a property or to receive mail near the location.

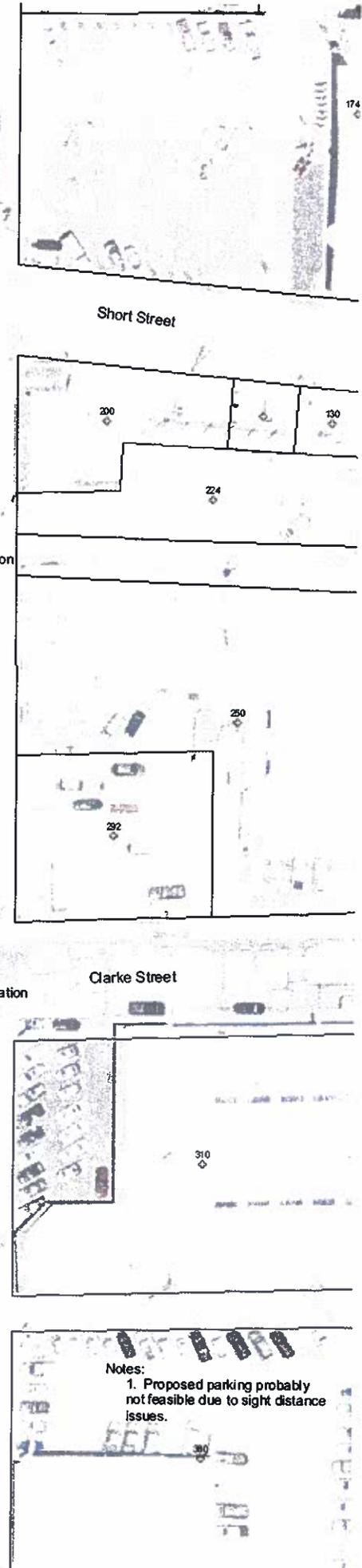
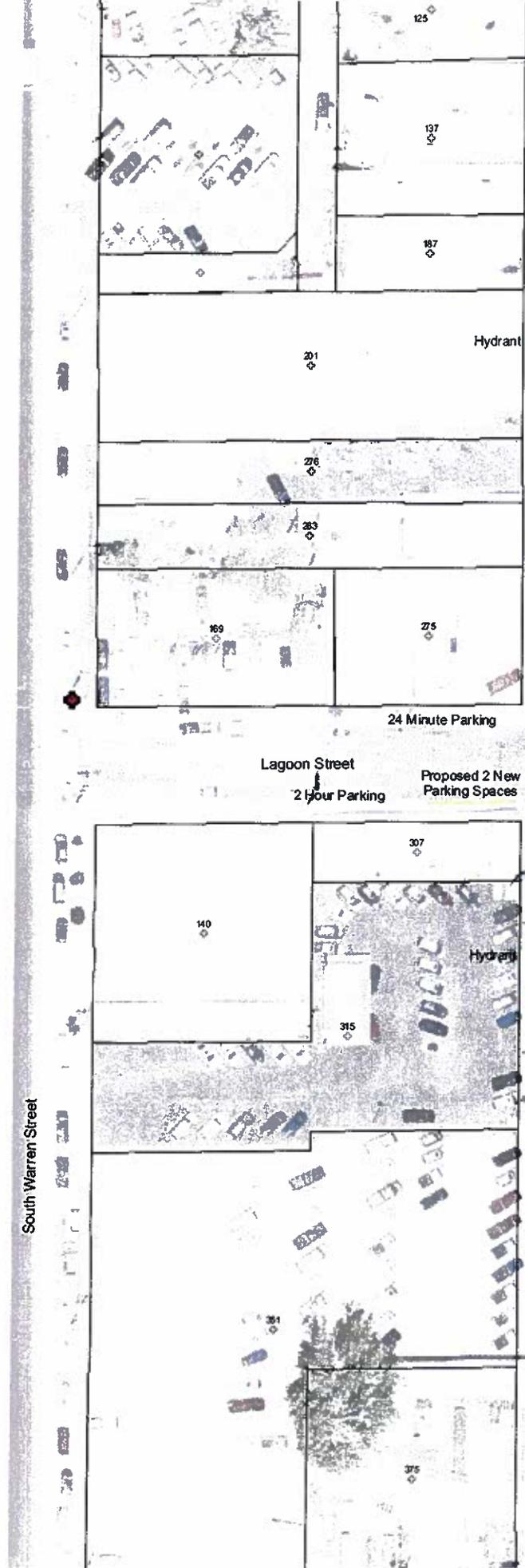
As shown on the sketch on the back side of this mailing (larger versions of the sketch are available at City Hall), it has been proposed to:

1. Move the mail box from in front of Alpine Signs at 263 South Main Street about 220 feet south to across from Clarke Street.
2. Change about 17 feet of red curb at the new mailbox location to white.
3. Make two new 1 hour parking spaces at the old mail box location.
4. Make two new 2 hour parking spaces on the south side of Lagoon Street where there is now yellow curb.

If you would like to comment, please respond no later than 31 August to the following statements. Feel free to respond to one, some, or all of the statements, and to provide your comment in any form to Bishop Public Works at the number and address shown above.

Statement	Yes	No
I own property near the location:		
The property is a residence:		
I live near the location:		
I own a business near the location:		
I prefer the existing parking configuration:		
I support moving the mail box:		
I support making 2 parking spaces at current mailbox locations:		
I support making 2 parking spaces on the south side of Lagoon:		
I also have these comments or would like to provide the following information (name, business name, address, etc.):		

In addition to providing any comment you have no later than 31 August, the City Council will probably consider the proposed change at one of their September 2009 meetings.



South Warren Street



Proposed Parking and Mailbox Change  
South Main Street, Bishop

Notes:  
1. Proposed parking probably not feasible due to sight distance issues.

**Cobwebs, Antiques and Collectables  
307 S. Main St.  
Bishop, Calif. 93514**

**To Whom It May Concern;**

**I am very concerned about the loading zone on Lagoon St  
Being changed to two parking spaces.**

**One of the reasons I rented this building was because of the loading zone.  
I buy quite a bit of furniture and have to unload it  
Sometimes by myself. So the closer to the door the better. Also,  
I have 12 consigners that unload their furniture or boxes of their  
things to sell and they use the loading zone.**

**I also have quite a few local customers that buy furniture from my shop  
that use the loading zone and I also have quite a few tourists that buy  
large items from the shop and really appreciate the loading zone.**

**Also, Fed Ex and the UPS trucks use that loading zone not just for me, but  
the other businesses in the area, not to mention the delivery trucks for the  
bakery.**

**I heard that when Joes Garage was here there were a lot of problems with  
him and the bakery across the street and the loading zone. I don't have  
any problems with the bakery, Changes Salon or Bishop Jewelry and I  
don't think they have any problems with me and loading zone.**

**If anything on the north side of Lagoon St. needs to be changed it is the 24  
minute parking. That could be changed to two hour parking so it would be  
easier and more convenient for the Salon and Bishop Jewelry clients  
appointments. Better yet if you have to change things how about 1 hour  
parking on both sides of the street and let me know and everyone else if  
there are violations for parking in the middle of the street and unloading  
because it is a pretty common occurrence and without the loading zone it  
is going to happen more frequently.**

**Respectfully,**

*Cathy Yribarren*

**Cathy Yribarren  
(760)873-5161**

08/20/2009

To Whom it May Concern:

From a concerned Bishop resident and frequent customer of Cobwebs Antiques & Collectibles.

These two loading zone spaces in question are essential to the business currently occupying the building #307 at the South side of Lagoon. Both the owner of the business and the customers served by the business depend on these spaces being available for the unloading and loading of large pieces of antique furniture. The Bakery on the North side of Lagoon relies on these spaces for the large delivery trucks bringing necessary supplies for the successful ongoing of their business. When not in use specifically for loading zone purposes, even though there are multiple longer term parking spaces available in the immediate area, from time to time visitors to the numerous businesses at this corner use these spaces for a very short time. There is rarely any conflict over the use of the spaces designated for loading but they are very necessary for the businesses especially when large deliveries are made and customers are occupying the longer term spaces. It is a hazard when large delivery trucks cannot find an available parking space and decide to block the flow of traffic when they stop in the middle of the street to make their deliveries. I believe this dangerous practice would only increase if the businesses at this corner did not have the loading zone to offer.

*Karen Yarnall*

Karen Yarnall  
3499 W. Line St.  
Bishop, Calif.  
93514  
(760) 872-4608

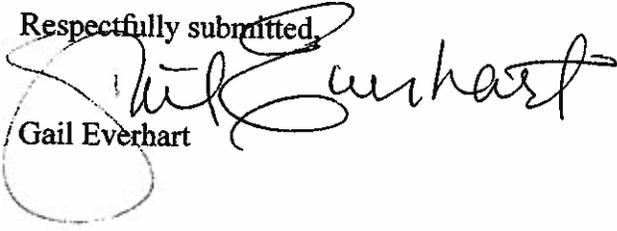
Gail A. Everhart  
230 Mesquite Road  
Bishop, CA. 93514

I am a consignee at the business **Cobwebs** and have a strong opinion about removing the loading zone located on the south side of Lagoon street.

I am regularly moving items in and out of the store and any change in the status there would severely impact my business.

Please reconsider this proposal so that we may all continue business as usual there.

Respectfully submitted,

  
Gail Everhart

August 25, 2009

To: City of Bishop

From: Cynthia Hoersting  
P.O. Box 562  
Bishop, CA 93515

I understand you are considering changing the "loading zone" parking next to Cobwebs Antiques to "two hour parking". I would suggest you save the city time and money, by leaving things as they currently are. I consign antiques at Cobwebs and have some health issues that would make it difficult to unload items from a distance. Please leave the parking as it is now.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia Hoersting". The signature is written in black ink and is positioned below the word "Sincerely,".

D-876-8412  
After 4 p.m.

BUCK GRACE  
ARTIST

AUG. 27, 2009

STUDIO TOO

Old Lone Pine Hotel  
Courtyard Shop #4

P.O. Box 922  
Lone Pine, CA 93545

TO WHOM  
IT MAY  
CONCERN;

I BUCK GRACE, AM A CONSIGNER AT  
COBWEBS ANTIQUE STORE. AND I USE THE  
LOADING AREA ON AN ONGOING BASIS TO  
LOAD & UNLOAD MY SOMEWHAT HEAVY  
CARVINGS. I AM SEVENTY-ONE YEARS  
OF AGE & THE LOADING ZONE, WHERE  
IT IS AT THIS TIME, IS VERY HELPFUL  
TO ME. THANK YOU FOR YOUR CON-  
SIDERATION.

Buck Grace

---

9/28/09

CONSENT CALENDAR  
(6)  
Motion/Stottlemire

A motion was made by Councilmember Stottlemire and passed unanimously to approve the Consent Calendar as presented:

- FOR APPROVAL AND FILING
- (a) Council Meeting Minutes – 9/14/09
- (b) Personnel Status Change Report

NEW BUSINESS

INYO NATIONAL  
FOREST TRAVEL  
MANAGEMENT PLAN  
Update – Forest Supervisor  
Jim Upchurch  
(7)

Forest Supervisor Upchurch gave an update on the Travel Management Plan that has reached Step 4 of the lengthy process which included a collaborative team participation. He indicated Alternative No. 6 which was selected will provide transportation opportunities for a wide range of motorized recreation and adds 1,007 miles of roads to total 2,362 miles once the system is implemented. Ninety-four percent of Inyo County’s off road opportunities will continue to be in the system. It is currently in the appeal period to be followed by the placement of signage and development of user friendly maps. Further information is available on the U.S.F.S. website.

REQUEST FOR “NO  
PARKING ZONES”  
Intersection of Home and  
West Pine Streets  
(8)

The Council reviewed comments solicited by the Public Works Department from residents in the Home and West Pine Streets area on the proposal to implement red curbing at the intersection of Home and West Pine Streets to improve the line of sight and help remove congestion during school mornings and afternoons. The Council gave direction to staff to develop a resolution for “No Parking Zones” to be brought back to the next Council meeting.

REQUEST FOR CHANGE  
IN PARKING  
DESIGNATION – South  
Main and Lagoon Streets

Following review of comments solicited by the Public Works Department from area businesses near South Main and Lagoons Streets, discussion was held on the proposed parking designation change of the “Loading Zone” on Lagoon Street to timed parking.

REQUEST FOR  
RELOCATION OF  
POSTAL DROP BOX  
263 South Main St.  
(9)

The Council directed staff to develop a resolution to eliminate half the loading zone and replace it with two hour parking; proceed with the process to relocate the postal drop box at 263 South Main Street to another location; and redesignate the curbing to two hour parking.

APPROVAL - CONTRACT  
AMENDMENT – Grove  
Street Sidewalks Project  
(10)  
Motion/Griffiths

On a motion by Mayor Pro Tem Griffiths, the Council voted 5-0 to approve the second contract amendment with Eastern Sierra Engineering for full time construction inspection services for the Grove Street Sidewalks Project in the amount of \$28,800.00 and authorize the necessary budget adjustments.

REQUEST TO UPDATE  
ENCROACHMENT  
PERMIT CODES  
(11)

The Public Works Director requested consideration to add activities under the encroachment permit process by revising the Bishop Municipal Code. The Council gave direction to continue with the process and include public outreach in the process.

TO: City Council

FROM: City Administrator 

SUBJECT: RESOLUTION NO. 10-01 – SOUTH MAIN STREET TIMED PARKING  
AND PASSENGER/MAIL LOADING ZONE

DATE: January 11, 2010

Resolution No. 10-01 establishes a relocation of the existing passenger and mail loading zone on South Main Street near Lagoon. If approved, two additional one-hour parking spaces would be created. This request was made by several of the business owners in the area. It has been a relatively complicated process because coordination was required from the United States Postal Service and Caltrans. The attached plan describes the changes in detail.

RECOMMENDATION:

Review Resolution 10-01 for action.

(14)



**To:** Richard F. Pucci, City Administrator  
**From:** David Grah, Director of Public Works  
**Subject:** Parking Change on South Main Street  
**Date:** 4 January 2010

**General:**

It has been proposed to relocate the United States Post Office mailbox on South Main Street from north of Lagoon Street to south of Lagoon Street and create two 1-hour parking spaces.

**Background:**

This change was suggested by area businesses and was covered, along with other parking changes on Lagoon Street, in my attached 17 September 2009 memo.

The changes proposed for Lagoon Street were addressed by Council and implemented in the fall of 2009. The parking changes on South Main Street are complicated by the need to coordinate them with United States Post Office and Caltrans. Because of these complications, the changes on South Main Street are being addressed after the changes on Lagoon have been made.

The Post Office changed its position about relocating the mail box so that now only Post Office staff is allowed to move the box. In addition, the Post Office says scheduling and notice of when the move would be made could be difficult. Fortunately, Caltrans has indicated some flexibility in how they would accept the change being made. As long as the parking changes can be made within a few days or a week of when the box is moved, Caltrans indicates it would be acceptable. It should be possible for Public Works to anticipate the Post Office's move of the box to meet Caltrans' needs.

On 18 August, 130 questionnaires were sent to property owners and tenants of properties in the area of the proposed changes. Fourteen questionnaires have been returned. The results of the questionnaires are shown on the attached spreadsheet. Thirteen of the 14 responses supported the proposed parking change on South Main Street.

The attached resolution has been drafted to make the changes. The changes would be on the west side of South Main Street. The white curb starting about 88 feet north of the centerline of Lagoon Street and extended north about 40 feet would be changed to two 1-hour parking spaces. The existing red curb starting about 113 feet south of the centerline of Lagoon Street and extending about 20 feet south would be changed to white curb (passenger and mail loading, 3 minutes maximum).

**Recommendation:**

Pass the resolution.

RESOLUTION NO. 10-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ESTABLISHING A TIMED PARKING ZONE AND A PASSENGER/MAIL LOADING ZONE ON SOUTH MAIN STREET NEAR LAGOON WITHIN THE CITY LIMITS OF THE CITY OF BISHOP

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BISHOP AS FOLLOWS:

SECTION 1. That a certain portion of the west side of South Main Street near Lagoon Street in the City of Bishop is hereby defined and established as "One-Hour Parking" as shown on "Exhibit A".

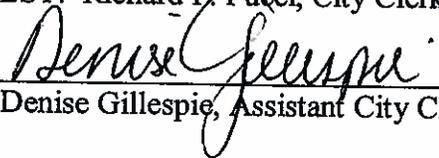
SECTION 2. That a certain portion of the west side of South Main Street near Lagoon Street in the City of Bishop is hereby defined and established as "Passenger and Mail Loading Zone" as shown on "Exhibit A".

SECTION 3. The Public Works Department is hereby directed to cause the markings and signs to be posted as necessary to effectuate such restrictions.

PASSED, APPROVED AND ADOPTED this 11<sup>th</sup> day of January 2010.

  
\_\_\_\_\_  
SUSAN CULLEN, MAYOR

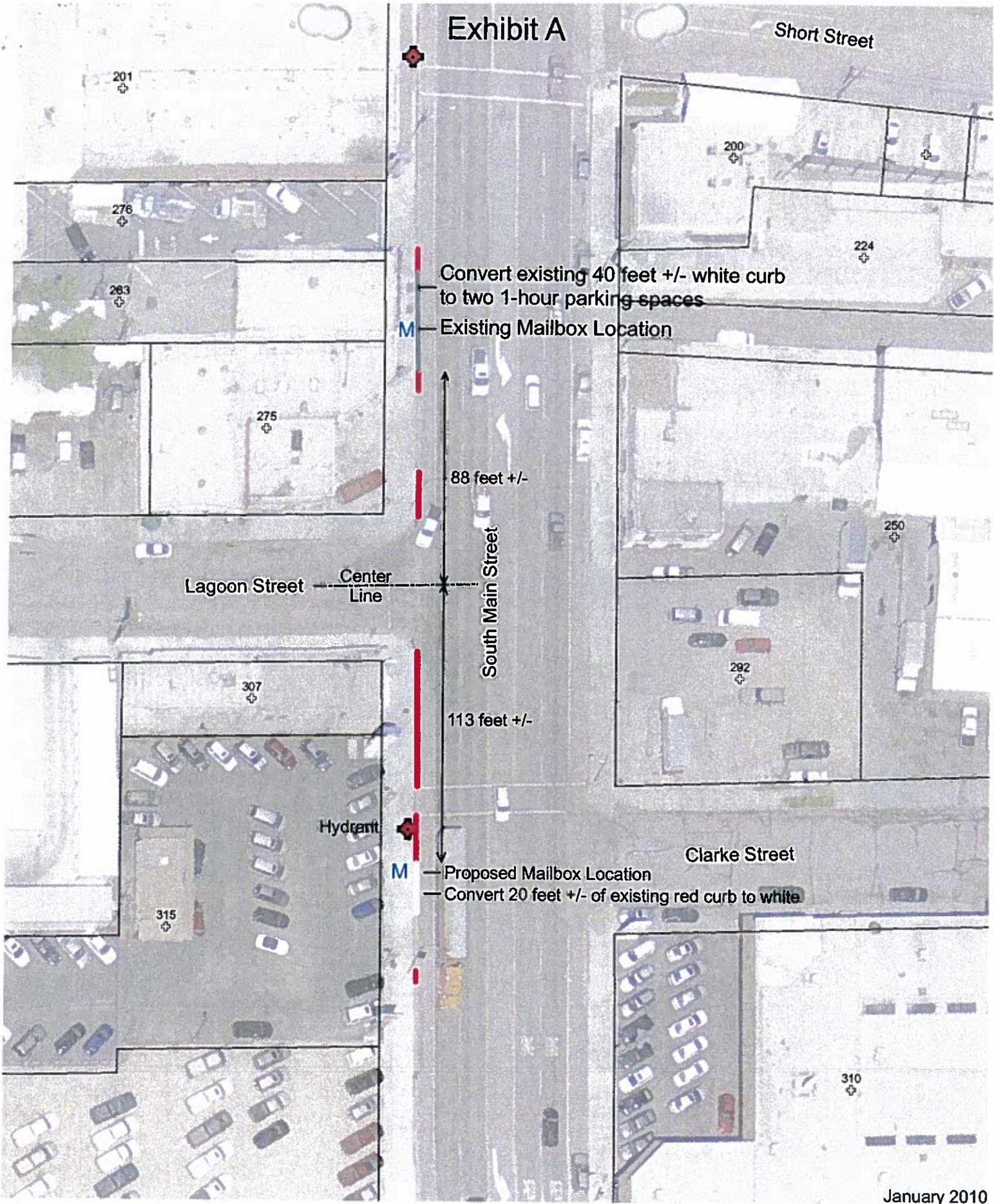
ATTEST: Richard F. Pucci, City Clerk

By:   
\_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

*provided to P.W. for implementation.*



# Exhibit A



Short Street

201

276

283

275

307

315

200

224

250

292

310

Convert existing 40 feet +/- white curb to two 1-hour parking spaces

M Existing Mailbox Location

88 feet +/-

Lagoon Street Center Line

South Main Street

113 feet +/-

Hydrant

M Proposed Mailbox Location

Convert 20 feet +/- of existing red curb to white

Clarke Street

January 2010



## Proposed Parking Change on South Main Street City of Bishop

PLANNING COMMISSION Reappointment of David Bloom (8) Motion/Cullen On a motion by Mayor Cullen, the Council voted 5-0 to reappoint David Bloom to a four-year term on the Bishop Planning Commission ending January 24, 2014.

CENSUS 2010 UPDATE (9) Catherine Little representing the Census Bureau reported the census data will be mailed out to communities in March. The population information gathered through the census is used by the State Community Development Block Grant program for grant funding. She indicated participation is easy, important and safe.

ORDINANCE NO. 527 Amending Chapter 2.04 Relating to Place and Time of Meetings – Introduction (11) Motion/Griffiths Staff reported that Ordinance No. 527 updates the location of the meetings in the Municipal Code and that Council has requested the time of regular Council meetings be changed from 7:30 p.m. to 7:00 p.m.

Mayor Pro Tem Griffiths made a motion to adopt the first reading/introduction of Ordinance No. 527 by title only, "AN ORDINANCE OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING CHAPTER 2.04 RELATING TO PLACE AND TIME OF MEETINGS". The motion passed 5-0.

WEST LINE STREET ALLEY CHANGE IN DESIGNATION – Located between Main and Warren Direction to Staff (12) The Public Works Director reported that the High Sierra Credit Union on West Line Street requested the alley between Main Street and South Warren be changed to one-way with parking and submitted a petition in favor of the proposal.

The Director reviewed the information gathered from surveys sent to businesses located in the area that would be affected by any changes in designation.

Following discussion on the options the Council directed staff to move forward with language for a resolution changing the alley to one-way with a limited number of spaces for 24-minute parking.

PART TIME PUBLIC WORKS INTERN Request to Hire (13) Motion/Griffiths A motion was made by Mayor Pro Tem Griffiths to waive the hiring freeze and approve the hiring of a Part-Time Intern for the Public Works Department at the rate of \$10.00 per hour with a total budget of \$1,000.00. The motion passed 5-0.

RESOLUTION NO. 10-01 Established Time Parking and Loading Zone on South Main St. (14) Motion/Cullen Resolution No. 10-01 establishes a relocation of the existing passenger/mail loading zone on South Main Street near Lagoon adding two additional one-hour parking spaces.

Mayor Cullen made a motion to adopt Resolution No. 10-01 by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ESTABLISHING A TIMED PARKING ZONE AND A PASSENGER/MAIL LOADING ZONE ON SOUTH MAIN

# AGENDA PLANNING FOR UPCOMING MEETINGS

5/4/2011 4:49 PM

## MAY 23, 2011 MEETINGS – MEMOS DUE: Tues May 17 10 am

### 4:00 PM

- Sunrise Mobile Home Park Workshop (30 mins)
- DWP Land Release Process (Hanby property environmental constraints and release (discussed 2/14 – hold over until after City/County Liaison meeting and Meeting with DWP) (45 mins)

### 7:00 PM

- PUBLIC HEARING – GRANT APPLICATION FOR POSSIBLE STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
- Approval of CDBG grant application
- PUBLIC HEARING – to allow a woodshop use and Conditional Use Permit to set aside commercial parking requirements at 336 Hammond St.
- Initial Study and Draft Negative Declaration for a Conditional Use Permit to allow a woodshop use and set aside commercial parking requirements for 336 Hammond Street – Steven White.
- Consideration of recommendation regarding DWP Land Releases
- CLOSED SESSION – CITY ADMINISTRATOR EVALUATION

## JUNE 3, 2011 COUNCIL/STAFF RETREAT

9:00 AM

## JUNE 7, 2011 DEPARTMENT HEAD EVALUATIONS

8:00 a.m.

## JUNE 13, 2011 MEETINGS – MEMOS DUE: Tues June 7 10 am

### 4:00 PM

- Nominations for 2<sup>nd</sup> Quarterly Citizen Award
- Discussion on pros and cons for consolidating the City's General Municipal Election with an Inyo County election. (Kammi Foote, Inyo County Clerk/Recorder and Peter Tracy, City Attorney)
- Street Vendor Permit Process

### 7:00 PM

- Award Church Street Water Line Project

## JUNE 18, 2011 – POLICE DEPARTMENT AUCTION

8:30 a.m. – 4:00 p.m.

**JUNE 27, 2011 MEETINGS** — MEMOS DUE: Tues June 21 10 am

**4:00 PM**

**7:00 PM**

- Presentation of City tile to Daniel Steinhagen retiring from IMACA after 18 years. Tentative

**JULY 11, 2011 MEETINGS** — MEMOS DUE: Tues July 5 10 am

**4:00 PM**

**7:00 PM**

- RESOLUTION APPROVING APPLICATION FOR SUSTAINABLE COMMUNITIES PLANNING GRANT

**JULY 25, 2011 MEETINGS** — MEMOS DUE: Tues July 19 10 am

**4:00 PM**

- JOINT PLANNING COMMISSION / CITY COUNCIL WORKSHOP TIME??

**7:00 PM**



# CITY OF BISHOP COUNCIL/STAFF GOALS RETREAT AGENDA

**Friday, June 3, 2011**  
**9:00 a.m. – 3:00 p.m.**  
**Executive Conference Room**  
**377 West Line Street**  
**Bishop, California 93514**

## NOTICE TO THE PUBLIC

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

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

1. ROLL CALL
2. PUBLIC COMMENT      NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda.
3. **Welcome; Agenda Review – (Jim)**
  - A. Set Ground Rules & Process for today's Retreat
  - B. Main Outcomes Expected From Today's Retreat (Council and Staff Responses)
  - C. Brief review of Annual Accomplishments (Each Director, to 2-4 items)
4. **Team-Building – (Keith)**
  - A. Eight Questions That Never Go Out of Style
  - B. Governance Leadership & Teambuilding
  - C. Covey's Importance/Urgent Matrix
5. **Resources & Budget Planning – (Cheryl/Jim)**
  - A. 2010/11 and 2011/12 Financial Resources / Budget

- 6. Review and Discussion of Responses (Jim/Staff)**
  - A. What is the purpose of the City?
  - B. What do you want Bishop to look like in 5 to 10 years?
  - C. Top things to accomplish in next 4 to 6 years
  - D. Top things to accomplish in next 12 to 18 months
  
- 7. Next Steps & Council Direction**
  - A. Specific outcomes to accomplish in next 12 to 18 months (for 2011/12?)
  - B. Other steps and Council direction
  
- 8. Summary Comments - All**
  
- 9. Adjourn - 3:00 PM** *(set time/date for follow-up session as needed)*

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT: PROCLAMATION – NATIONAL POLICE WEEK /PEACE OFFICERS  
MEMORIAL DAY**

DATE: May 9, 2011

Attachments: 1. Memo from Police Chief Carter  
2. Proclamation  
3. Information on National Police Week

**BACKGROUND/SUMMARY:**

At the request of Police Chief Carter, a proclamation has been prepared to declare May 15-21, 2011 as National Police Week. In addition, May 15<sup>th</sup> has been designated as National Peace Officers Memorial Day.

The Chief will be taking time to recognize Bishop Police Officer Richard Perkins who was killed in the line of duty on August 15, 2001 and remind the community of the value and sacrifice made by our own officers as well as those servicing other communities throughout the nation.

**RECOMMENDATION:**

Read the proclamation and hear the Chief's report.

RECEIVED

APR 28 2011

CITY OF BISHOP



## BISHOP POLICE DEPARTMENT

---

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

Chris Carter, Chief of Police

To: Members of the City Council, City of Bishop  
Mr. Jim Southworth, City Administrator

From: Chris Carter, Chief of Police 

Date: April 27, 2011

Subject: National Police Week

May 15-21, 2011 has been declared by Congress to be National Police Week. In addition, May 15<sup>th</sup> of each year has been designated as National Peace Officer's Memorial Day. In recognition of these events, I am asking the Council to acknowledge and also proclaim the same within the City of Bishop.

In 2010, a total of 162 Peace Officers gave their lives in the performance of their duties. At the time of this writing, sixty-five (65) Peace Officers have died in the line of duty across the United States since January 1<sup>st</sup>. This is an increase of 25% compared to this same time frame last year.

In addition, this year marks the 10<sup>th</sup> anniversary of the Line-of Duty death of Bishop Police Officer Richard Perkins. As Chief of Police I feel that it is my honor and obligation to keep Officer Perkins memory alive and to remind all Citizens of the value and sacrifices of the Officers of the Bishop Police Department and other agencies throughout these United States. I would ask the Council to make the requested Proclamation and hear a short presentation about Officer Perkins during the regularly scheduled meeting of May 9, 2011. I am available at your convenience should you have any questions.

# CITY OF BISHOP

## A PROCLAMATION in Recognition and Support of NATIONAL POLICE WEEK MAY 15-21, 2011 and PEACE OFFICERS MEMORIAL DAY

**WHEREAS**, the Congress and President of the United States have designated May 15<sup>th</sup> as Peace Officers Memorial Day and the week in which May 15<sup>th</sup> falls as National Police Week; and

**WHEREAS**, the members of the law enforcement agency of the City of Bishop play an essential role in safeguarding the rights and freedoms of the their residents; and

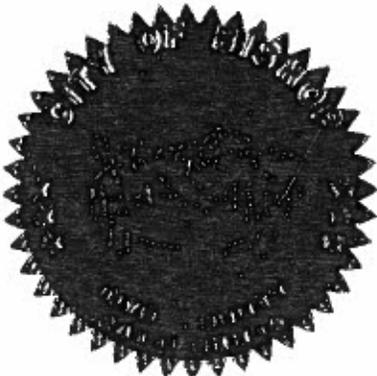
**WHEREAS**, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

**WHEREAS**, the men and women of the Bishop Police Department unceasingly provide a vital public service;

**NOW, THEREFORE**, the City Council of the City of Bishop calls upon all citizens and upon all patriotic, civic and educational organizations to observe the week of May 15 through 21, 2011 as Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities, and in so doing have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

As Mayor of the City of Bishop, I further call upon all citizens to observe May 15, 2011 as Peace Officers Memorial Day in honor of those law enforcement officers who have become disabled in the performance of duty through their courageous deeds or have made the ultimate sacrifice in service to their communities. Let us also recognize and pay respect to the survivors of our fallen heroes.

I, Laura Smith, Mayor of the City of Bishop, hereby, proclaim the week of May 15-21, 2011 as National Police Week and May 15<sup>th</sup> as Peace Officers Memorial Day in the City of Bishop and commend this observance to all citizens.



A handwritten signature in black ink, appearing to read "Laura Smith", is written over a horizontal line.

Laura Smith, Mayor  
CITY OF BISHOP

Search

## Programs & Events

[Home](#) > [Programs & Events](#) > [National Police Week](#) > About National Police Week

### Calendar

#### National Police Week

- [About National Police Week](#)
- [Honor Guard](#)
- [Media and Resources](#)
- [Police Week Touches Us All](#)
- [Schedule of Events](#)
- [Visiting Washington, DC](#)
- [Volunteering during National Police Week](#)
- [Distinguished Service Award](#)
- [Dover Speedway](#)
- [Drive Safely](#)
- [Memorial License Plates](#)

## About National Police Week

National Police Week, which occurs each year during the week in which May 15 falls, recognizes the service and sacrifice of U.S. law enforcement. Established by a [joint resolution of Congress in 1962](#), National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

National Police Week is a collaborative effort of many organizations dedicated to honoring America's law enforcement community. Principal organizers of National Police Week are:

- **National Law Enforcement Officers Memorial Fund (NLEOMF)**, which sponsors the annual Candlelight Vigil at the National Law Enforcement Officers Memorial.
- **Fraternal Order of Police/Fraternal Order of Police Auxiliary (FOP/FOPA)**, which organize the Peace Officers Memorial Day Service at the U.S. Capitol.
- **Concerns of Police Survivors (C.O.P.S.)**, which holds the National Police Survivors' Conference.



### Contact Groups

National Law Enforcement Officers Memorial Fund

Phone: (202) 737-3400  
Email: [vigil@nleomf.org](mailto:vigil@nleomf.org)

Concerns of Police Survivors

Phone: (573) 346-4911  
First year survivors, call: (800) 784-2677  
Email: [cops@nationalcops.org](mailto:cops@nationalcops.org)

Fraternal Order of Police

[www.policeweek.org](http://www.policeweek.org)



### Register Here

Enter your email for news and updates.

Already registered? [Login](#)

Gift Shop Items



**\$18.00**  
**National Police Week Remembrance Kit**  
[More Information](#)



**\$10.00**  
**2011 Memorial Challenge Coin**  
[More Information](#)

#### The Memorial

- Tours
- Visitors Center
- Commemorative Wreaths
- How Names Are Added

#### The Museum

- About the Museum
- The Experience
- News & Progress
- Support the Museum
- Search Our Catalog

#### Honoring Officers

- Fallen Officer Search
- Officer of the Month
- Stories of Fallen Heroes
- Personal Tributes

#### Facts & Figures

- Officer Fatalities
- Law Enforcement Facts
- Recently Fallen
- Research Bulletins

#### Programs & Events

- Calendar
- National Police Week
- Dover Speedway
- Drive Safely
- Distinguished Service Award
- Memorial License Plates

#### Gift Shop

#### Contribute

- Donate
- Monthly Giving
- Planned Giving
- Volunteer
- Law Enforcement Ambassadors
- Corporate Partners
- Affinity Banking Products

#### About Us

- Board
- Chairman
- Staff
- Employment
- Contact Us

#### News Room

- NLEOMF In The News
- News Releases
- Newsletters
- Photo Gallery
- Speeches

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **PUBLIC HEARING – NOTICE OF FUNDING AVAILABILITY (NOFA) FOR 2010-2011 STATE PLANNING AND TECHNICAL ASSISTANCE (PTA) GRANT**

DATE: May 9, 2011

Attachments: Assistant City Administrator/Community Services Director Memo  
Public Hearing Notice published April 28, 2011

BACKGROUND/SUMMARY

Attached is the staff memo relating to the Notice of Funding Availability (NOFA) for the 2010-2011 State Planning and Technical Assistance (PTA) Grant. A public hearing on the Design Phase for the possible State Community Development Block Grant (CDBG) applications will be held. A second public hearing relating to PTA grants has been scheduled on May 23, 2011.

Larry Emerson from I.M.A.C.A. and proponent for the Silver Peaks Project will be available to provide more details and to answer any questions.

RECOMMENDATION

Hold the public hearing.

# MEMORANDUM

**TO:** James M. Southworth, City Administrator

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

**DATE:** May 9, 2011

**SUBJECT:** Public Hearing – Notice of Funding Availability (NOFA) for 2010-2011 State Planning and Technical Assistance (PTA) Grant

---

The California Department of Housing and Community Development (HCD) recently issued a Notice of Funding Availability (NOFA) for the 2010-11 Planning and Technical Assistance (PTA) grant allocation. The PTA allocation is a component of the State Community Development Block Grant (CDBG) Program which is administered by HCD. The Block Grant Program provides federal funds for local community development activities such as affordable housing, anti-poverty programs, and infrastructure development.

The PTA allocation provides funding in the form of grants to small cities and rural counties for planning and feasibility studies related to eligible CDBG activities. PTA studies must meet the requirement to benefit low-income residents or the national objective to eliminate slums and blight. The City of Bishop has received funding through the CDBG Program in past years, including the PTA component. Projects funded through this Program have included an emergency generator for the fire station and development of the City's Geographic Information System (GIS).

A total of \$3 million dollars is available with this year's PTA program, including \$1.5 million for the General Allocation and \$1.5 million for the Economic Development Allocation. The General allocation focuses on: housing; public improvements; community facilities; public services; and local planning issues. The ED allocation centers on business development and job creation through assisting micro –enterprise businesses and larger businesses to locate or expand within the applicant's jurisdiction. Jurisdictions may request up to \$140,000 for no more than three studies. A 25 percent cash match is required for the studies and in-kind contributions may not be used for this requirement.

Requested funding may be for either project specific or non-project specific studies. Examples of project specific studies include: development of a rental housing project; development of a new Head Start day care facility; and rehabilitation of an affordable apartment complex. Examples of non-project specific project studies include: housing element updates; GIS mapping; general community-wide needs assessments related to homeless or senior services; and downtown revitalization studies.

Funding for this program is non-competitive. Funds will be awarded to qualified applicants until the allocations are exhausted. When all of the funds are awarded and there are more qualified applications than funds are available, the State will utilize a tie-breaker process based on the eligible jurisdiction's percentage of low and moderate income residents or Target Income Group (TIG). The State has determined that Bishop's TIG score is 53.5 percent while the average for other eligible jurisdictions in the State is 46.8 percent. This means that the City would score relatively well in a tie-breaker process but there is no guarantee of funding because there are many small cities and rural counties with a higher TIG percentage than Bishop.

Two hearings are required for the PTA application to solicit public comments and recommendations: 1) the design phase hearing to provide an opportunity for interested residents to suggest studies and activities to be included in the application; and 2) the application approval hearing for the Council to review the final proposal prior to filing with HCD. The design phase hearing has been noticed for the May 9<sup>th</sup> Bishop City Council meeting and the application approval hearing is scheduled for May 23<sup>rd</sup>.

**CITY OF BISHOP  
NOTICE OF PUBLIC HEARING  
DESIGN PHASE OF POSSIBLE STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
APPLICATIONS**

NOTICE IS HEREBY GIVEN that a public hearing will be held on May 9, 2011, 7:00 p.m., at the City Council Chambers, 301 West Line Street, Bishop, for the purpose of discussing possible funding applications under the State Community Development Block Grant (CDBG) Program and to solicit citizen input on possible activities to be included in these applications.

The General and Economic Development Allocations of the State CDBG program publish Notices of Funding Availability (NOFA's) each program year (July 1 to June 30). Eligible cities and counties may submit applications for CDBG funds under these NOFA's. Typically, up to \$500,000 is available under the General Allocation NOFA each year. Up to \$500,000 is available under the Economic Development Enterprise Allocation each year. Also, the Economic Development Over-the-Counter Allocation can award up to \$2,500,000 per year. Each year Planning and Technical Assistance (PTA) Grants, General Allocation Program and the ED Program, applicants can request up to \$140,000 for the City of Bishop. PTA applicants are awarded on a first-come, first-serve basis. The Department issues two small NOFA's each year under the Native American and Colonia's Allocations. The Native American Allocation is only for areas where concentrations of low income Native Americans live, who are not part of a federally recognized Indian tribe or Rancheria. The Colonia's funding is only for designated communities within 150 miles of the Mexican-American border.

Eligible activities under the above allocations and NOFA's consist of: housing-new construction projects; housing acquisition and housing rehabilitation programs; community facility and public work projects; public service programs and planning studies. Economic Development (ED) programs and projects are also eligible along with planning activities. Eligible activities (ED and /or General) paid for with State CDBG funds must meet one or more of the three national objectives listed in CDBG federal statutes as follows: benefit to low income households or persons; elimination of slums and blight; or meeting urgent community development need.

The City of Bishop anticipates submitting applications under one or more of the State CDBG NOFA's published during the program year(s). Applications are anticipated under the General and Economic Development Components as well as the Planning and Technical Assistance Components. A separate public hearing will be held to discuss and approve each proposed application prior to submittal to the State.

The purpose of this public hearing will be to give citizens an opportunity to provide comments on types of eligible activities the City should be applying for under the State CDBG program. If you are unable to attend the public hearing, you may provide comments as follows: in person at Bishop City Hall, 377 West Line Street; over the phone by calling (760) 873-5863; through email at [cityclerk@ca-bishop.us](mailto:cityclerk@ca-bishop.us); or in writing to James Southworth, City Administrator, Bishop City Hall, 377 West Line Street, Bishop, CA 93514. In addition, information is available for review at the above address between the hours of 8:00 a.m. and 4:30 p.m. on weekdays.

The City promotes fair housing and makes all its programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status or handicap.

If you plan to attend the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter, please contact Bishop City Hall at (760) 873-5863 to arrange for those accommodations to be made.

Published: April 28, 2011

TO: CITY COUNCIL  
FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR  
SUBJECT: DEPARTMENT HEAD UPDATES  
DATE: May 9, 2011



Attachments: 1. Police Chief Memo – AB 168

**BACKGROUND/SUMMARY:**

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

**RECOMMENDATION:**

Hear the reports.

db

RECEIVED

APR 28 2011

CITY OF BISHOP



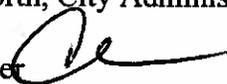
## BISHOP POLICE DEPARTMENT

---

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

Chris Carter, Chief of Police

To: Members of the City Council via  
Mr. Jim Southworth, City Administrator

From: Chief Chris Carter 

Date: April 28, 2011

Subject: Assembly Bill (AB) 168

Please find attached a letter from California State Assemblywoman Connie Conway regarding AB 168. As I have previously reported to Council, the Citizen's Options for Public Safety (COPS) funding provided by the state and funded through the vehicle license fees (VLF) is scheduled to sunset on June 30, 2011. This funding has proven vital to the operations of the Bishop Police Department and the Inyo County Sheriff's Department. This funding has provided for Reserve Police Officers, Police Cadets, Evidence & Property Custodians, Narcotics Enforcement Team, and support staff. Many of these programs have been or will be discontinued as a result of the loss of the COPS funding.

AB 168 seeks to provide bridge funding for a period of one year in order to help Law Enforcement continue to fund programs such as I've listed while the State seeks ways to balance the budget. AB is scheduled to be heard on May 3, 2011. I wanted to alert the Council to the efforts of Assemblywoman Conway and also advise the Council that I did e-mail her information on the impact of AB 168 on Law Enforcement in Inyo County. I will continue to follow this legislation and keep the Council informed. I am available at your convenience should you have any questions.

STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0034  
(916) 319-2034  
FAX (916) 319-2134

# Assembly California Legislature

DISTRICT OFFICE  
113 NORTH CHURCH STREET, SUITE 505  
VISALIA, CA 93291  
(559) 636-3440  
FAX (559) 636-4484

WEBSITE  
www.assembly.ca.gov/Conway



**CONNIE CONWAY**  
ASSEMBLY REPUBLICAN LEADER  
ASSEMBLYMEMBER, THIRTY-FOURTH DISTRICT

April 26, 2011

Chris Carter  
Chief of Police  
207 W. Line St.  
Bishop, CA 93514

Dear Mr. Carter,

*Chris*

RECEIVED  
APR 28 2011  
Time \_\_\_\_\_  
BISHOP POLICE

I am writing to encourage you and other local law enforcement leaders to support Assembly Bill (AB) 168, vital legislation that I am co-authoring to provide bridge funding for local law enforcement programs currently funded by the .15% increment of Vehicle License Fees (VLF). As you know, the VLF tax is scheduled to expire on June 30<sup>th</sup>. AB 168 would appropriate \$500 million from the General Fund to fund local law enforcement programs for one year. This measure will provide local agencies important funding certainty during these tough budget times and represents the fiscally-responsible approach to safeguarding local public safety dollars.

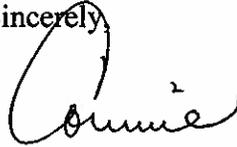
**AB 168 Represents Vital Bridge Funding.** In March, the Governor withdrew from budget negotiations with Senate Republicans. He has declared that there is no possibility of a June special election. This means that law enforcement funding will lapse if nothing is done. AB 168 provides important bridge funding to secure these important law enforcement programs for the coming year.

**Funding in AB 168 is Not Tied to Unpopular Ballot Measure.** The Governor's proposal requires voter approval. Recent polling indicates that the public opposes the tax increases in the Governor's proposal. Given the public's opposition to tax increases, relying on the passage of the Governor's tax proposal is risky at best. AB 168 simply requires a vote of the legislature and is not subject to voter approval.

**AB 168 Will Provide Dedicated Resources For Local Law Enforcement Programs.** As you may know, the Governor's constitutional amendment extends the .15% VLF increment, but those funds would no longer be dedicated to law enforcement programs. AB 168 specifically funds the local law enforcement programs as funded by the VLF increment.

Law enforcement remains my number one priority as your Assembly Member, and the number one priority of my Assembly Republican colleagues. AB 168 is scheduled to be heard in Assembly Public Safety on May 3<sup>rd</sup> and it is important that you indicate your support before then. Passing AB 168 will ensure that these vital programs that have been effective in keeping dangerous criminals locked up behind bars are not disrupted. AB 168 has bi-partisan support and with your support, I am hopeful that we will be able to secure these important funds for our community.

Sincerely,

A handwritten signature in cursive script that reads "Connie". The signature is written in black ink and is positioned below the word "Sincerely,".

Connie Conway  
Assemblywoman, 34<sup>th</sup> District

CITY OF BISHOP  
CITY COUNCIL STUDY SESSION MINUTES  
April 11, 2011

AGENDA ITEM NO.  
4 (a)

- CALL TO ORDER** Mayor Smith called the meeting to order at 4:00 p.m.
- COUNCIL PRESENT** Councilmembers Jim Ellis, Susan Cullen, Jeff Griffiths,  
Mayor Pro Tem David Stottlemire  
Mayor Laura Smith
- COUNCIL ABSENT** None
- OTHERS PRESENT** James Southworth, City Administrator  
Denise Gillespie, Assistant City Clerk  
Keith Caldwell, Assistant City Administrator/  
Community Services Director  
Ray Seguire, Fire Chief  
Chris Carter, Police Chief  
David Grah, Public Works Director/City Engineer
- PUBLIC COMMENT** The Mayor announced the public comment period. Skandar Reid apologized for making public comment outside his role as a member of the media.
- SCHEDULED DISCUSSION**
1. Workshop on application development for Sustainable Communities Planning Grant
  2. Update on Sunrise Mobile Home Park
  3. Reset date for City Administrator review
  4. Current 7:00 p.m. agenda items
  5. Future agenda items
- DEPARTMENT HEAD REPORTS** Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- COUNCIL DISCUSSION** Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.
- ADJOURNMENT** The Mayor adjourned the meeting at 6:00 p.m. to the regular City Council meeting scheduled at 7:00 p.m.

\_\_\_\_\_  
LAURA SMITH, MAYOR

ATTEST: James M. Southworth, City Clerk

By: \_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP  
 CITY COUNCIL MINUTES  
 April 11, 2011

- CALL TO ORDER** Mayor Smith called the meeting to order at 7:03 p.m.
- INVOCATION** The invocation was given by Pastor Kathleen Puntar of the Bishop United Methodist Church followed by the Pledge of Allegiance led by Councilmember Griffiths.
- COUNCIL PRESENT** Councilmembers Jim Ellis, Susan Cullen, Jeff Griffiths  
 Mayor Pro Tem Dave Stottlemyre  
 Mayor Laura Smith
- COUNCIL ABSENT** None
- OTHERS PRESENT** James Southworth, City Administrator  
 Denise Gillespie, Assistant City Clerk  
 Keith Caldwell, Assistant City Administrator/  
 Community Services Director  
 Chris Carter, Police Chief  
 David Grah, Public Works Director/City Engineer  
 Gary Schley, Public Services Officer
- PUBLIC COMMENT** The Mayor announced the public comment period. No public comment was provided.
- PRESENTATIONS**
- QUARTERLY CITIZEN AWARD – Leland Campbell**  
 (1) The Council presented Leland Campbell, known as “The Sierra Street Waver” with the Quarterly Citizen Award for being a symbol of friendship to the Bishop community and visitors. He was saluted by members of V.F.W. Post No. 8988 in attendance for the presentation.
- SIERRA ATV ADVENTURE TRAILS PROJECT PRESENTATION – Advocates for Access to Public Lands (A.A.P.L.)**  
 (2) Randy Gillespie and Dick Noles made a presentation on the Sierra ATV Adventure Trails Project sponsored by the Advocates for Access to Public Lands. This is a pilot project in Inyo County that would be unique for California. They have been meeting with representatives of the U.S. Forest Service, Bureau of Land Management, Los Angeles Department of Water and Power, County of Inyo and City of Bishop to develop these routes. The proposed routes would run from Lone Pine to Bishop on the county roads system. Some of the roads would be designated for the combined use to allow ATV travel. Proposed routes include access inside the city limits of the City of Bishop to reach public services and would need further staff review and approval from the Council. This presentation was informational only and no action was taken.
- Information was provided for anyone wishing to send support

letters for AB 628 introduced by Assembly Member Connie Conway allowing off-highway vehicle recreation in the County of Inyo.

**DEPARTMENT HEAD  
REPORTS  
(3)**

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

**CONSENT CALENDAR  
(4)**

A motion was made by Councilmember Cullen and passed unanimously to approve the Consent Calendar as presented:

Motion/Cullen

**FOR APPROVAL AND FILING**

- (a) Study Session Meeting – 3/14/11
- (b) Council Meeting Minutes – 3/14/11
- (c) Personnel Status Change Report
- (d) Fund Transactions – 7/1/10 – 3/31/11
- (e) Warrant Register – 3/11
- (f) Investment Portfolio – 2/11
- (g) Sunrise Mobile Home Replacement Reserve Account  
Statement of Fund Transactions 1/1/11 – 3/29/11
- (h) Surplus Property Request – Police Dept. Memo 3/29/11

**FOR INFORMATION AND FILING**

- (i) Planning Commission Minutes – 1/25/11
- (j) Planning Commission Special Meeting Minutes – 2/14/11
- (k) Fire Department Activity Log – 3/11
- (l) Patrol Statistics – Feb/Mar 2010 / Feb/Mar 2011
- (m) Public Works Building Permits Report – 3/11
- (n) Water and Sewer Funds Monthly Balances

**PUBLIC HEARINGS**

**PROPOSED REVISIONS  
TO FEES AND CHARGES  
FOR CITY SERVICES – FY  
2011-2012**

The Mayor opened the public hearing to hear and consider citizen input on amending and restating fees and charges for city services established by resolution for Fiscal Year 2011-2012.

(5)  
Motion/Stottlemeyre

Staff reported that the Public Works Department recommended the following updates to reflect actual costs to provide the services: PW-5 Other Inspections; PW-41 Encroachment permits for construction; and revisions to the Monthly Water and Sewer Fees for 2011-2012 approved by the City Council in 2009.

No further comment was provided. The Council voted 5-0 on a motion by Mayor Pro Tem Stottlemeyre to close the public hearing.

A resolution incorporating the city fees and charges will be agendized for action at the April 25, 2011 meeting.

DRAFT ORDINANCE NO.  
534 – AMENDING CITY  
ZONING ORDINANCE –  
Emergency Shelter  
Combining (ES) District  
(6)

The Mayor opened the public hearing to receive and consider citizen input on Draft Ordinance No. 534 adding Section 17.08.115 to Chapter 17.08 and adding a new Chapter 17.38 to the Bishop Municipal Code regarding an “ES EMERGENCY SHELTER COMBINING DISTRICT”.

Public Services Officer Schley gave an overview of the process and state laws amended in 2008 (Government Code Section 65583) requiring the establishment of the Emergency Shelter Combining District. This amendment to the Zoning Ordinance and Bishop Municipal Code will include a definition for “Emergency Shelter”, an Emergency Shelter overlay zone, and standards for emergency shelters.

The City Planning Commission recommended the proposed amendment to the zoning ordinance and adoption of Ordinance Nos. 534 and 535.

Several comments were received from the public regarding the potential for a homeless shelter being constructed in the area of the Sunrise Mobile Home Park on MacIver Street which is included in the proposed new ES zone. Comments against having a zone allowing a shelter in the Sunrise Mobile Home Park neighborhood were received from: Alice Wilson, park resident; Tom Sigler, 151 Hanby; and Bev Sigler, park resident.

Councilmember Griffiths stated that no plans have been received to build a shelter but in order to be eligible for grant funding, the State requires the City to provide zoning for emergency shelters.

Motion/Cullen

No further comment was provided. Councilmember Cullen made a motion to close the public hearing. The motion passed 5-0.

#### NEW BUSINESS

DRAFT ORDINANCE NO.  
534 – AMENDING CITY  
ZONING ORDINANCE –  
Emergency Shelter  
Combining (ES) District  
Introduction  
(8)  
Motion/Cullen

On a motion by Councilmember Cullen, the Council voted 5-0 to approve the first reading/introduction of draft Ordinance No. 534 by title only, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING SECTION 17.08.115 TO CHAPTER 17.08 AND ADDING A NEW CHAPTER 17.38 TO THE BISHOP MUNICIPAL CODE REGARDING AN “ES EMERGENCY SHELTER COMBINING DISTRICT”.

#### PUBLIC HEARING

DRAFT ORDINANCE NO.  
535 – Amendment to Zoning  
Map Adding ES Emergency  
Shelter Combining District  
(7)

The Mayor opened the public hearing to receive and consider citizen input on Draft Ordinance No. 535 – an amendment to the Zoning Map of the City of Bishop incorporated by reference in Bishop Municipal Code Section 17.04.050 adding an “ES EMERGENCY SHELTER COMBINING DISTRICT”.

The Public Services Officer reported that Ordinance No. 535 will update the Zoning Map of the City of Bishop to reflect the changes incorporated in Ordinance No. 534.

No further comment was provided. Councilmember Griffiths made a motion to close the public hearing. The motion passed unanimously.

## NEW BUSINESS

DRAFT ORDINANCE NO. 535 - Amendment to Zoning Map Adding ES Emergency Shelter Combining District First Reading/Introduction (9)

On a motion by Mayor Pro Tem Stottlemyre, the Council voted 5-0 to approve the introduction of draft Ordinance No. 535 by title only, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING THE ZONING MAP OF THE CITY OF BISHOP, TO ESTABLISH AN ES EMERGENCY SHELTER COMBINING DISTRICT, INCORPORATED BY REFERENCE IN SECTION 17.04.050 OF THE CITY OF BISHOP MUNICIPAL CODE".

APPROVAL OF STREET CLOSURE – Section of East Pine Street on April 23<sup>rd</sup> for Earth Day Celebration (10)  
Motion/Griffiths

On a motion by Councilmember Griffiths, the Council voted 5-0 to approve the closure of East Pine Street between Rose and Central Streets on Saturday, April 23, 2011 between 10:30 a.m. and 4:00 p.m. for an Earth Day Celebration as submitted by BloggingBishop.com.

HIRING FREEZE WAIVED Maintenance Worker – Public Works Department (11)  
Motion/Griffiths

On a motion by Councilmember Griffiths, the Council voted 5-0 to waive the hiring freeze and authorized the recruitment to fill the vacant Public Works Maintenance position effective July 1, 2011.

BID AWARD – North Second Street Water Line Project (12)  
Motion/Stottlemyre

The Public Works Director reviewed the six bids received for the North Second Street Water Line Project.

Hawkeye Enterprises, Bishop	\$99,590.00
Zenitram/ANM Construction, Lancaster	96,632.00
Rivers Edge Construction, Lake Isabella	60,753.00
Marzano and Sons, June Lake	89,110.00
Pyramid Building and Engineering, Hesperia	98,034.50
Conspec, Lee Vining	77,250.00

Although this project was eligible for the contractors preference ordinance to apply, it was not a factor in establishing the winning bid on this project.

On a motion by Mayor Pro Tem Stottlemyre, the Council voted 5-0 to award the bid for the North Second Street Water Line Project to Rivers Edge Construction from Lake Isabella, in an amount not to exceed \$63,790.65 which includes a five percent

construction contingency to be paid from line item 004-050-56027 in the 2010-2011 fiscal year budget.

**HIRING FREEZE WAIVED**  
Communications Operators  
Police Department  
(13)  
Motion/Griffiths

On a motion by Councilmember Griffiths, the Council voted 5-0 to waive the hiring freeze in order for the Police Department to advertise and fill one vacant full-time Communication Operator position and one vacant part-time Communication Operator position.

**SILVER PEAKS PROJECT**  
Phase 1 Environmental Site  
Assessment  
(14)  
Motion/Cullen

On a motion by Councilmember Cullen, the Council voted 5-0 to award the consulting services contract to provide the Environmental Site Assessment for the LADWP property located at the southwest corner of MacIver and Spruce Streets to Andersen Environmental from Culver City in an amount not to exceed \$2,200.00 pursuant to Bishop Municipal Code Section 3.24.210 and authorize the expenditure to be paid from General Fund unbudgeted reserves.

**BUDGET ADJUSTMENTS/  
TRANSFERS FY 2010-2011  
APPROVED**  
(15)  
Motion/Griffiths

On a motion by Councilmember Cullen, the Council voted 5-0 to approve the budget adjustments and transfers for Fiscal Year 2010-2011 through March 31, 2011 as presented.

#### **COUNCIL REPORTS**

#### **ADJOURNMENT**

The Mayor adjourned the meeting at 8:47 p.m. to the next Council Study Session scheduled for Monday, April 25, 2011 at 4:00 p.m. in the City Council Chambers.

---

LAURA SMITH, MAYOR

Attest: James Southworth, City Clerk

By: \_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP  
CITY COUNCIL STUDY SESSION MINUTES  
APRIL 25, 2011

- CALL TO ORDER** Mayor Smith called the meeting to order at 4:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.
- COUNCIL PRESENT** Councilmembers Jim Ellis, Susan Cullen  
Mayor Pro Tem David Stottlemire  
Mayor Laura Smith
- COUNCIL ABSENT** Griffiths (Excused)
- OTHERS PRESENT** James Southworth, City Administrator  
Denise Gillespie, Assistant City Clerk  
Keith Caldwell, Assistant City Administrator/  
Community Services 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 comment was provided.
- SCHEDULED DISCUSSION**
1. Mobility/Transportation Element of General Plan Update
  2. Crossing Guards at Home Street
  3. Set date for Council Retreat and potential agenda items
  4. League of California Cities Annual Conference – 9/21-23/11
  5. Current 7:00 p.m. agenda items
  6. Future agenda items
- DEPARTMENT HEAD REPORTS** Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- COUNCIL DISCUSSION** Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.
- ADJOURNMENT** The Mayor adjourned the meeting at 5:25 p.m. to the regular City Council meeting scheduled at 7:00 p.m.

\_\_\_\_\_  
LAURA SMITH, MAYOR

ATTEST: James M. Southworth, City Clerk

By: \_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP  
 CITY COUNCIL MINUTES  
 APRIL 25, 2011

- CALL TO ORDER** Mayor Laura Smith called the meeting to order at 7:00 p.m.
- INVOCATION** The invocation was given by Councilmember Jim Ellis followed by the Pledge of Allegiance led by Mayor Pro Tem Dave Stottlemyre.
- COUNCIL PRESENT** Councilmembers Jim Ellis, Susan Cullen  
 Mayor Pro Tem Dave Stottlemyre  
 Mayor Laura Smith
- COUNCIL ABSENT** Jeff Griffiths (excused)
- OTHERS PRESENT** James Southworth, City Administrator  
 Denise Gillespie, Assistant City Clerk  
 Keith Caldwell, Assistant City Administrator/  
 Community Services Director  
 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. Kammi Foote, Inyo County Clerk/Recorder presented details on the new Inyo County Student Poll Worker Program.
- DEPARTMENT HEAD REPORTS**  
 (1) Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- CONSENT CALENDAR**  
 (2) A motion was made by Councilmember Ellis and passed unanimously to approve the Consent Calendar as presented:
- Motion/Ellis
- FOR APPROVAL AND FILING**  
 (a) Study Session Minutes - 3/28/11  
 (b) Council Meeting Minutes – 3/28/11  
 (c) Personnel Status Change Report  
 (d) Surplus Property Request – BPD018-11 / BPD019-11
- FOR INFORMATION AND FILING**  
 (e) Planning Commission Meeting Cancellation Notice 4/26/11
- UNFINISHED BUSINESS**
- ORDINANCE NO. 534**  
 Adding an ES Emergency Shelter Combining District – Adoption  
 (3) Councilmember Cullen made a motion to adopt Ordinance No. 534 by title only with passage to print, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING SECTION 17.08.115 TO CHAPTER 17.08 AND ADDING A NEW CHAPTER 17.38 TO THE

Motion/Cullen

BISHOP MUNICIPAL CODE REGARDING AN "ES EMERGENCY SHELTER COMBINING DISTRICT". The motion passed on the following roll call vote: Ayes: Cullen, Ellis, Stottlemyre, Smith. Councilmember Griffiths was absent.

ORDINANCE NO. 535  
Amending the Zoning Map  
of the City of Bishop adding  
ES Emergency Shelter  
Combining District -  
Adoption  
(4)  
Motion/Stottlemyre

Mayor Pro Tem Stottlemyre made a motion to adopt Ordinance No. 535 by title only with passage to print, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING THE ZONING MAP OF THE CITY OF BISHOP, TO ESTABLISH AN ES EMERGENCY SHELTER COMBINING DISTRICT, INCORPORATED BY REFERENCE IN SECTION 17.04.050 OF CITY OF BISHOP MUNICIPAL CODE." The motion passed on the following roll call vote: Ayes: Stottlemyre, Cullen, Ellis, Smith. Councilmember Griffiths was absent.

#### NEW BUSINESS

RESOLUTION NO. 11-03  
Amending and Restating  
Certain Fees and Charges  
for City Services –  
Adoption  
(5)  
Motion/Cullen

On a motion by Councilmember Cullen, the Council voted 4-0 (Griffiths absent) to adopt Resolution No. 11-03 by title only with revisions that reflect the actual costs of providing city services, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA AMENDING AND RESTATING CERTAIN FEES AND CHARGES FOR CITY SERVICES."

STREET CLOSURE -  
Bishop Union High School  
Graduation – June 10, 2011  
(6)  
Motion/Stottlemyre

The Public Works Director reported that a new encroachment permit process for street closures has been implemented to provide liability protection for the City.

On a motion by Mayor Pro Tem Stottlemyre, the Council voted 4-0 with Griffiths absent, to authorize the closure of certain streets between 7:30–10:00 p.m. as follows for the Bishop Union High School graduation on June 10, 2011:

- Fowler between the intersections of Church and Pine Streets
- Academy between the intersections of Fowler and Hammond Streets

CHURCH STREET  
WATER IMPROVEMENTS  
PROJECT – Authorization  
to Advertise for Construction  
Bids  
(7)  
Motion/Ellis

On a motion by Councilmember Ellis, the Council voted 4-0 with Griffiths absent, to approve the advertisement for construction bids for the Church Street Water Improvements Project to replace the water main and services and install a fire hydrant along Church Street west of Fowler Street. This project has been budgeted for 2010-2011 fiscal year line item 004-050-56027 Capital Improvements.

WYE ROAD  
INTERSECTION PROJECT  
Consultant Contract  
Amendment No. 3

On a motion by Mayor Pro Tem Stottlemyre, the Council voted 4-0 with Griffiths absent, to approve the execution of Contract Amendment No. 3 with Triad/Holmes Associates for the Wye Road Intersection Improvement Project related to the Wye Road

- (8) Motion/Stottlemeyre storm drain and authorized total expenditures through and including this contract amendment not to exceed \$114,800.00.
- SUNRISE MOBILE HOME PARK – Approval of State Budget FY 2011-2012  
(9) Motion/Cullen On a motion by Councilmember Cullen, the Council voted 4-0 with Griffiths absent, to approve the FY 2011-2012 operating budget for Sunrise Mobile Home Park under State Contract No. 80-RCH-021.
- RETREAT DATE SET  
June 3, 2011  
(10) The Mayor authorized staff to agendize the next Council Retreat on Friday, June 3, 2011 starting at 9:00 a.m. in the Executive Conference Room at City Hall to discuss City goals and direction.
- COUNCIL REPORTS Council Members announced upcoming community events, welcomed fishermen coming to our area for the season opener, and thanked the Parks Staff for the great job on their recent events. No action was taken.
- ADJOURNMENT The Mayor adjourned the meeting at 7:41 p.m. to the next Council meeting scheduled for Monday, May 9, 2011 at 7:00 p.m. in the City Council Chambers. A Special Council meeting is scheduled on May 2, 2011 at 1:30 p.m. for the City Administrator’s six-month review.

---

LAURA SMITH, MAYOR

Attest: James Southworth, City Clerk

By: \_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

CITY OF BISHOP  
CITY COUNCIL MINUTES  
SPECIAL MEETING  
May 2, 2011

CALL TO ORDER	In the City Council Chambers at City Hall, Mayor Smith called the special meeting to order at 1:33 p.m. to conduct the six-month review for City Administrator James M. Southworth
COUNCIL PRESENT	Councilmembers Jim Ellis, Susan Cullen, Jeff Griffiths Mayor Pro Tem Dave Stottlemire Mayor Laura Smith
COUNCIL ABSENT	None
OTHERS PRESENT	James Southworth, City Administrator Denise Gillespie, Assistant City Clerk
PUBLIC COMMENT	The Mayor announced the public comment period. No public comment was provided.
ADJOURNED TO CLOSED SESSION	The Mayor announced the closed session scheduled for the six-month review of the City Administrator and adjourned the meeting to the Executive Conference Room with all five Council Members.
RECONVENED FROM CLOSED SESSION	At 5:49 p.m. the meeting was reconvened from closed session with all Council Members present.
REPORT ON CLOSED SESSION	It was announced by the Mayor that no action was taken in closed session. The follow up evaluation will be set for a date in the near future.
ADJOURNMENT	The Mayor adjourned the meeting at 5:50 p.m. to the next Council meeting scheduled for Monday, May 9, 2011 Study Session at 4:00 p.m. in the City Council Chambers.

---

LAURA SMITH, MAYOR

Attest: James Southworth, City Clerk

By: \_\_\_\_\_  
Denise Gillespie, Assistant City Clerk

May 9, 2011

Bank of America  
Corporate Division

Re: Authorizing Officers

Effective with this letter the following are Authorized Officers for the City of Bishop. Cheryl Solesbee, the City of Bishop's Accounting Secretary, is authorized to inquire and do maintenance on the City's Bank of America Credit Cards.

Susan Cullen, Councilmember  
Jim Ellis, Councilmember  
Jeff Griffith, Councilmember  
Laura Smith, Mayor  
David Stottlemyre, Mayor Pro-tem  
Robert Kimball, Treasurer

Please make the necessary changes for your records and feel free to contact our staff should you have any questions.

Sincerely,

\_\_\_\_\_  
Susan Cullen, Councilmember

\_\_\_\_\_  
Jim Ellis, Councilmember

\_\_\_\_\_  
Jeff Griffiths, Councilmember

\_\_\_\_\_  
Laura Smith, Mayor

\_\_\_\_\_  
David Stottlemyre, Mayor Pro-tem

\_\_\_\_\_  
Robert Kimball, Treasurer



# CITY OF BISHOP

(9)

## WATER AND SEWER COMMISSION AGENDA

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

Date: May 10, 2011  
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.

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

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

### APPROVAL OF MINUTES

- (1) Minutes of the Water and Sewer Commission meetings held on March 15, 2011 subject for approval.

### CORRESPONDENCE

None

### NEW BUSINESS

- (2) SCADA Demo

### OLD BUSINESS

- (3) Water service to Pioneer Cemetery
- (4) Rebate program update
- (5) Incentive program radio spots
- (6) Meter Readings
- (7) Cash balance and revenue & expenditures update on water and sewer reserves
- (8) Public Works report March

### STAFF AND COMMISSION REPORTS

**ADJOURNMENT:** The next regularly scheduled meeting will be July 12, 2011 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

AGENDA

(h)

CITY OF BISHOP  
PARKS AND RECREATION  
COMMISSION MEETING

April 27, 2011 at 5:15 p.m.  
City of Bishop Council Chambers  
377 W Line St, Bishop CA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

The Minutes of March 30, 2011, Parks and Recreation Commission Meeting are submitted for approval.

PUBLIC COMMENT

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

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.

CORRESPONDENCE

Pentanque/Bocce - Information

OLD BUSINESS

Community Garden  
Dog Park / Dogs In The Park

NEW BUSINESS

Remote Control Cars - Discussion  
Volunteer/Friends of the Park - Introduction

STAFF REPORT

1. Programs Update
  - Egg-Stravaganza
  - Fish Camp
  - Learn to Swim
  - Program Guide

ITEMS FROM THE  
COMMISSION

REORGANIZATION OF  
THE COMMISSION

VOTE FOR NEW CHAIR AND VICE CHAIR

ADJOURNMENT

Next regular meeting scheduled for Wednesday, May 25, 2011 at 5:15pm in the City Council Chambers, 377 W. Line St, Bishop.

CITY OF BISHOP

(i)

Parks and Recreation Commission Minutes

March 30, 2011

**CALL TO ORDER:** The Parks and Recreation Commission met on March 30, 2011, the meeting was called to order at 5:15pm in the City Council Chambers.

**PLEDGE OF ALLEGIANCE**

**COMMISSIONERS** Cheryl McDermott-Stanford, Kellie Hallenbeck, John Weatherford, Barry Simpson

**COMMISSIONERS  
ABSENT:** Lee Cox

**OTHERS PRESENT:** Community Services Director, Keith Caldwell, Karey Poole, Recording Secretary, Dan McElroy, Parks Supervisor, and Waylon Cleland, Parks Facility Maintenance

**APPROVAL OF  
MINUTES:** Motion made by Commissioner McDermott to approve the minutes for February 23 and 28, 2011. 2<sup>nd</sup> by Commissioner Weatherford, approved unanimously.

**PUBLIC COMMENT:** Community member, Skandar, returned as requested from the February meeting with ideas on existing ordinances for dogs in the park. He shared some from well known areas and hopes that the commission will be able to review them and make a decision that will result in a probationary ordinance with in the year. He hopes a "test-drive" will determine whether or not it will work. Keith asked the Commission if this item can be placed on the next agenda to give time to review the information provided. It was approved to place on the April agenda.

**CORRESPONDENCE:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** The Joint Council/Commission meeting has been scheduled for February 14<sup>th</sup>. Keith gave a review of how the meeting will take place. He included the outline of the Commissioners duties from the City Ordinance to

review. He advised if there was anything else to add to the agenda to let staff know before they left for the evening.

**STAFF REPORT:**

New Staff- Seneca was introduced to the Commission. Seneca is the first hired of the Park Seasonal Staff this spring

Waylon Cleland spoke with the Commission regarding the Parks and Recreation Conference that was attended in Sacramento. He shared some of the information that he learned including some ideas that were presented that he wants to look into further for the future of the park.

Waylon also spoke about the upcoming Eggstravaganza event at the rear of the City park. He shared his excitement with the local community business participation for sponsorships to assist with prizes for the community children. He also asked for some volunteers to help with different aspects of the event. He shared that we are hoping for at least 300 children and their families to participate. The event has a coloring contest and an Easter Egg hunt both separated into 3 different age groups. There will also be a Little League Fundraiser barbeque beginning at noon, and the Bishop Highschool FFA will be setting up a petting zoo. At this point he introduced Joe Buffington, the Agricultural Teacher at BUHS. Joe shared that the FFA would like to give back to the Community where it can. The FFA "learns by doing". And they will doing anything they can to help out and expand their education. Keith said that Joe met earlier in the week with the park staff and created some projects the FFA can help out with at the park while also creating more learning opportunities for the kids.

Dan McElroy got up and spoke about the classes he attended at the Parks and Recreation Conference in Sacramento and learned about some ADA projects that will be coming up in the future that the City will be required to do.

Dan also spoke about the upcoming Fish Camp over Fishing Opener weekend that will be in the back of the City Park at the pond. It will consist of one ½ day of fishing and safety education and fly fishing lessons as well as a ½ day derby. Fly rods have been donated and volunteers are already in place to assist in the instruction. Fish and Game will also be a part of the camp complete with a stock truck with fish for the pond. There are local business sponsors and support.

Dan also shared some current projects going on with Little League field expansions and the Community Garden irrigation.

Keith gave a review of the upcoming events and programs for the month of April including the Doggie Dash fundraiser, the Community Garden Ground Breaking Ceremony on April 10<sup>th</sup> and the Football camp over spring break, along with all the ongoing programs already in place.

He shared that the 2011 Program Guide is currently in draft form and will hopefully be ready to print by April 1<sup>st</sup>. It has been a great tool for the community members interested in what the City of Bishop has going on.

Keith also mentioned that Softball registration has opened and the final date is April 22<sup>nd</sup>. 32 teams will be allowed to register. He also told them that a new pool heater was purchased and a bid went out for seed and fertilizer for the park.

ITEMS FROM THE  
COMMISSION:

Commissioner McDermott asked how Bocce Ball was going. Skandar stated that Mother Nature had kicked in and the court has settled. They are ready to acquire some dolomite dust. They are having fun with the current players that use the court and continue to move forward on creating a club with a governing board structure.

Commissioner McDermott mentioned that she has noticed the No Dogs signs and they are pretty clear.

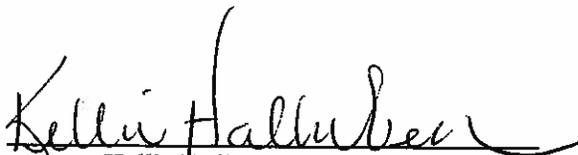
Commissioner Weatherford discussed the idea of appointing Commissioners to some of the upcoming projects that should have Commission representation. Kelly has been doing a lot of it, but there will be others to attend.

Commissioner McDermott asked if we could continue to have the upcoming Commity meeting dates on the website.

Keith also added that the next meeting they will do a re-organization for the Chair and Vice Chair so they can be ready with their choices.

ADJOURMENT

The meeting was adjourned to Wednesday, April 27, 2011 at 5:15pm.

  
Kellie Hallenbeck, Chair

ATTEST:

  
Karey Poole, Comm. Serv. Secretary

Patrick McDonald  
2770 Highland Drive  
Bishop, CA 93514

(j)  
RECEIVED

APR 23 2011

CITY OF BISHOP

April 21, 2011

David Beahrs Grah  
Director of Public Works  
377 W. Line Street  
Bishop, CA 93514

Mr. Grah:

Thank you again for your time and assistance in completing my fire hydraulics term project. You and Mike were not only full of valuable information, but also more than accommodating by providing me with tours of the different wells and water storage areas.

This project was not just a requirement for my college course, but it raised my awareness as to where the water that is taken for granted everyday comes from. This is important not only as a conscious community member; it is also essential as a future fire department apparatus operator.

Once again, thank you for taking the time out of your schedule to answer my questions and arrange a tour for me, it is greatly appreciated.

Sincerely,



Patrick McDonald

(K)

# BISHOP FIRE DEPARTMENT

## ACTIVITY LOG

April, 2011

Date	RunID #	ACTIVITY	City	District	Contract	Other
1-Apr	11-0104055	Good Intent, Authorized Burning 103 S Barlow Lane			12	
4-Apr	11-0404056	Good Intent, No Emergency 75 Rocking K Drive		*		
5-Apr		Training/Classroom, Driver/Operator Part Three	12	11		
6-Apr	11-0604057	Fire Alarm Act. Unintentional 500 S Main St. Cal Trans.	8			
7-Apr	11-0704058	Good Intent, No Hazmat Found North Sierra Highway		11		
13-Apr		Work Night	9	10		
15-Apr		Day Training/Classroom, Driver/Operator Part 3	3	3		
16-Apr	11-1604059	Unauthorized Burning, 500 Block of Winuba Lane			13	
16-Apr	11-1604060	Controlled Burning, NW Corner of See Vee and Diaz Lane			14	
17-Apr		Training/Classroom, Driver/Operator Part Three	1	1		
19-Apr		Training/Tower Drill, Advance Hose Lines	9	8		
20-Apr	11-2004061	Fire Alarm Act., Malfunction, 205 N Fowler St.	19			
20-Apr		Departmental Meeting	12	12		
27-Apr		Work Night	9	9		
29-Apr	11-2904062	Unauthorized Burning, 93 Brockman Lane			13	
29-Apr	11-2904063	Power Line Down, Jean Blank Road				1
30-Apr	11-3004064	Brush Fire, Field Near 2720 West Line Street			17	

10 \* 101 Response only

### Total Responding Personnel

### Totals Calls

City 82  
District 134  
Contract 69  
Other 1

2  
2  
5  
1  


---

10



# CITY OF BISHOP

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

(L)

## Department of Public Works Building Permits Issued

4/2011

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
<b>Commercial</b>					
4/11/2011	Denver Gardens Company 920 North Main Street Cisco Fire Sprinklers	Retrofit backflow preventer	\$3,000.00	\$0.00	\$0.00
4/22/2011	Roger Guffey 772 North Main Street D & J Roofing	re roof	\$2,500.00	\$0.53	\$1.00
4/18/2011	County of Inyo Public Works 210 Academy Street Mark Fitzpatrick	ceramic tile mural on library	\$37,000.00	\$0.00	\$0.00
4/18/2011	Vons 1190 North Main Street Source Refrigeration	install refrigeration case	\$20,000.00	\$0.00	\$0.00
4/4/2011	Rural Fire Department/DWP 2190 North Sierra HWY Rollins Electric	generator and transfer switch	\$30,000.00	\$0.00	\$0.00
4/7/2011	Paul Simpson Tire 1264 N. Main Street	remodel	\$15,000.00	\$3.15	\$1.00
4/8/2011	Sierra Auto Body / Mark J Frec 175 E. South St. owner	metal carport	\$3,000.00	\$0.63	\$1.00
4/1/2011	Bishop Kmart Association, LL 1200 North Main Street TBD	Renovate bathrooms to ADA	\$55,000.00	\$11.55	\$3.00
<b>Commercial Totals</b>			<b>\$165,500.00</b>	<b>\$15.86</b>	<b>\$6.00</b>
<b>Residential</b>					
4/25/2011	Alicia J. James 400 East Yaney	foundation retrofit	\$11,000.00	\$1.10	\$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
4/11/2011	Catholic Church 849 Home Street Steven Joseph/ HCL	install bell on tower	\$15,000.00	\$1.50	\$1.00
4/13/2011	Jon & Sue Reeling 368 May Street	replace lpg pipe	\$200.00	\$0.00	\$0.00
4/25/2011	Jack Mullenau 400 West Elm Street owner	firepit and BBQ	\$3,000.00	\$0.00	\$0.00
4/15/2011	Carolyn Gann 394 Sierra Street Ken Carpenter Construction	bathroom/bedroom addition	\$13,247.00	\$1.32	\$1.00
4/19/2011	Breanne Leeson 663 W. Pine St.	Kitchen remodel	\$13,500.00	\$1.35	\$1.00
4/25/2011	Bruce M. Fisher 595 Howard Street Owner	Reduction of existing shed	\$400.00	\$0.50	\$1.00
4/8/2011	JoAnne Everson / Tom Clauson 374 Short St. McMurtrie-Tanksley Inc	sewer lateral	\$3,500.00	\$0.00	\$0.00
		<b>Residential Totals</b>	<b>\$59,847.00</b>	<b>\$5.77</b>	<b>\$5.00</b>

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **AWARD CONTRACT – IRIS ST. WATER IMPROVEMENTS PROJECT**

DATE: MAY 9, 2011

Discussion: Authorization to seek bids 2/28/11  
Budget/Source: Capital Improvements 004-050-56027

Attachments: Memo from Public Works Director Dave Grah

**BACKGROUND/DISCUSSION:**

The attached memo from Public Works Director Grah provides a description of the proposed project, a list of the two bids received and opened on April 29th and a construction time line. This project is eligible for the City's contracting preference but in this case was not a factor in the determining the lowest responsive bidder.

**RECOMMENDATION:**

Consideration to 1) award the Iris Street Water Improvements Project construction contract to Conspec from Lee Vining; 2) authorize the execution of the construction contract; 3) authorize the expenditure including a 5% construction contingency of up to \$48,914.25 through the contract.



**To:** James M. Southworth, City Administrator  
**From:** David Grah, Director of Public Works  
**Subject:** Award Iris Street Water Improvements Project  
**Date:** 3 May 2011  
**Previous:** 28 March 2011  
**Funding:** Water capital improvement funds

**General:**

Public Works proposes to award and execute the construction contract for Iris Street Water Improvements project to Conspec Incorporated of Lee Vining.

**Background and Discussion:**

The Iris Street Water Improvements project will replace the water main and services along the full length of Iris Street. The section of Iris Street affected by this project has one of the three remaining 2 inch water mains in the city. These 2 inch lines are leak prone and extremely small by current standards. The project replaces this small water line with an 8 inch water line.

The project was advertised for bids 29 March with bids due 29 April. The city's contracting preference ordinance applies to this project. Two bids were received:

<b>Bidder / Location</b>	<b>Bid</b>	<b>Preference</b>
Keeling Construction / Kernville	\$62,340.00*	None
<b>Conspec / Lee Vining (LOW)</b>	<b>\$46,585.00</b>	<b>Inyo</b>

\*There was a math error in Keeling's bid that was corrected in accordance with the procedure described in the Bid Form. The value shown in this table is the corrected bid.

Conspec's low bid has been determined to be responsive. Because of the large difference between the two bids, contracting preferences were not a factor in identifying the winning bid on this project. With a 5% construction contingency, the Conspec low bid is \$48,914.25. This project is in the city's 2010/2011 fiscal year budget at \$65,000 in line item 004-050-56027 (Capital Improvements).

The schedule for the project is proposed to be:

Award Contract	9 May
Start Construction	7 June
Finish Construction	27 June

**Recommendation:**

That the City Council:

- Award the Iris Street Water Improvements project construction contract to Conspec Incorporated
- Authorize the execution of the construction contract
- Authorize the expenditure of up to \$48,914.25 through the contract

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT: STREET CLOSURE – CERAMIC MURAL DEDICATION/CEREMONY**

DATE: May 9, 2011

Attachments: 

1. Memorandum from Public Works Director
2. Draft of event schedule
3. Draft Encroachment Permit 2011-006
4. Map of street closure

#### BACKGROUND/SUMMARY

The dedication of the ceramic mural on the east wall of the Inyo County Library has been scheduled for Friday evening, May 20, 2011 by the Sierra Ceramic Mural Project and Bishop Mural Society. A request for closing a portion of North Warren Street at Academy Avenue during the dedication and celebration has been received. In order to facilitate the set up and clean up, the hours of closure would be from 3:30 p.m. to 10:00 p.m. The Public Works Department has prepared an encroachment permit for consideration.

#### RECOMMENDATION

Consider the request for the street closure of a portion of North Warren Street at Academy from 3:30 p.m. to 10:00 p.m. for the dedication of the ceramic mural on the east wall of the Bishop Library and approve the event's encroachment permit.



**To:** James M. Southworth, City Administrator  
**From:** David Grah, Director of Public Works  
**Subject:** Close Warren Street for Ceramic Mural on Library  
**Date:** 4 May 2011  
**Previous:** None  
**Funding:** General fund for street maintenance

**General:**

The Bishop Mural Society proposes to close a portion of North Warren Street at Academy Avenue for dedication of a ceramic mural on the east wall of the Bishop Library.

**Background:**

The Bishop Mural Society plans to dedicate a new ceramic mural on the east wall of the Bishop Library on 20 May 2011. As part of the dedication, they propose to close North Warren Street to allow for a celebration that evening. The closure is requested from 3:30 pm to 10:00 pm. A draft flier for the celebration is attached. A map of the proposed closure area is also attached.

As we are trying to do with all events requiring the closure of city streets, the event on the street would be covered by an encroachment permit. A draft permit for the closure is attached. As is often the case with activities on city streets, city staff would provide, set up, and take down the traffic control devices such as signs, cones, and no parking signs. Typically the City Council approves street closures.

**Recommendation:**

The City Council approve the closure of North Warren Street for the dedication and related celebration for the a new ceramic mural on the east wall of the Bishop Library.

Sierra Ceramic Mural Project & Bishop Mural Society  
present the  
community tile mural  
"Celebrating the Sierra"

Dedication and Grand Opening Block Party  
May 20, 2011  
5:30-8:30 pm

Warren Street east of Bishop Library

5:15-6:00 Those Guys...Food and drinks.

6:00-6:20 Dedication to Search and Rescue

6:20-7:00 Fiddlin' Pete

7:00-9:00 Jeffrey James *Band*



# CITY OF BISHOP

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

## DRAFT Encroachment Permit 2011-006

**Permittee:** Bishop Mural Society

**Location:** City of Bishop right of way on North Warren Street as shown on attached map.

**Description:** Under street closures by others, dedication and celebration related to new ceramic mural on east wall of Bishop Library.

1. **Responsible Party:** No activities other than the described activities under the control of the Permittee are authorized under this permit.
2. **Date and Times of Closure:** The permitted activities shall only be conducted when street closures are in place. Street closures are planned for 3:30 pm to 10:00 pm 20 May 2011.
3. **Traffic Control:** The City of Bishop and others will provide and set up traffic control for activities. Permittee is responsible for keeping all permitted activities within traffic control areas and for maintaining traffic control devices during activities.
4. **Additional Conditions:** At any time the city may prescribe additional conditions necessary for the protection of the public property, for the prevention of undue interference with traffic, to assure public safety, or to otherwise act in the best interest of the city.
5. **Responsibility:** The permittee accepts all responsibility for damage or injury that results from activity under this permit.
6. **Insurance:** Prior to the beginning of and throughout the duration of work, the Permittee shall maintain insurance in accordance with the following.
  - Permittee shall provide Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,000 per occurrence for all covered losses and no less than \$2,000,000 general aggregate.
  - Permittee shall provide Workers' Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.
  - Permittee shall provide Excess or Umbrella Liability Insurance (Over Primary), if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Such policy or policies shall include as insureds those covered by the underlying policies, including additional insureds.
  - Coverage shall be "pay on behalf", with defense costs payable in addition to policy limits.

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

Agreed to by:

\_\_\_\_\_  
Signature

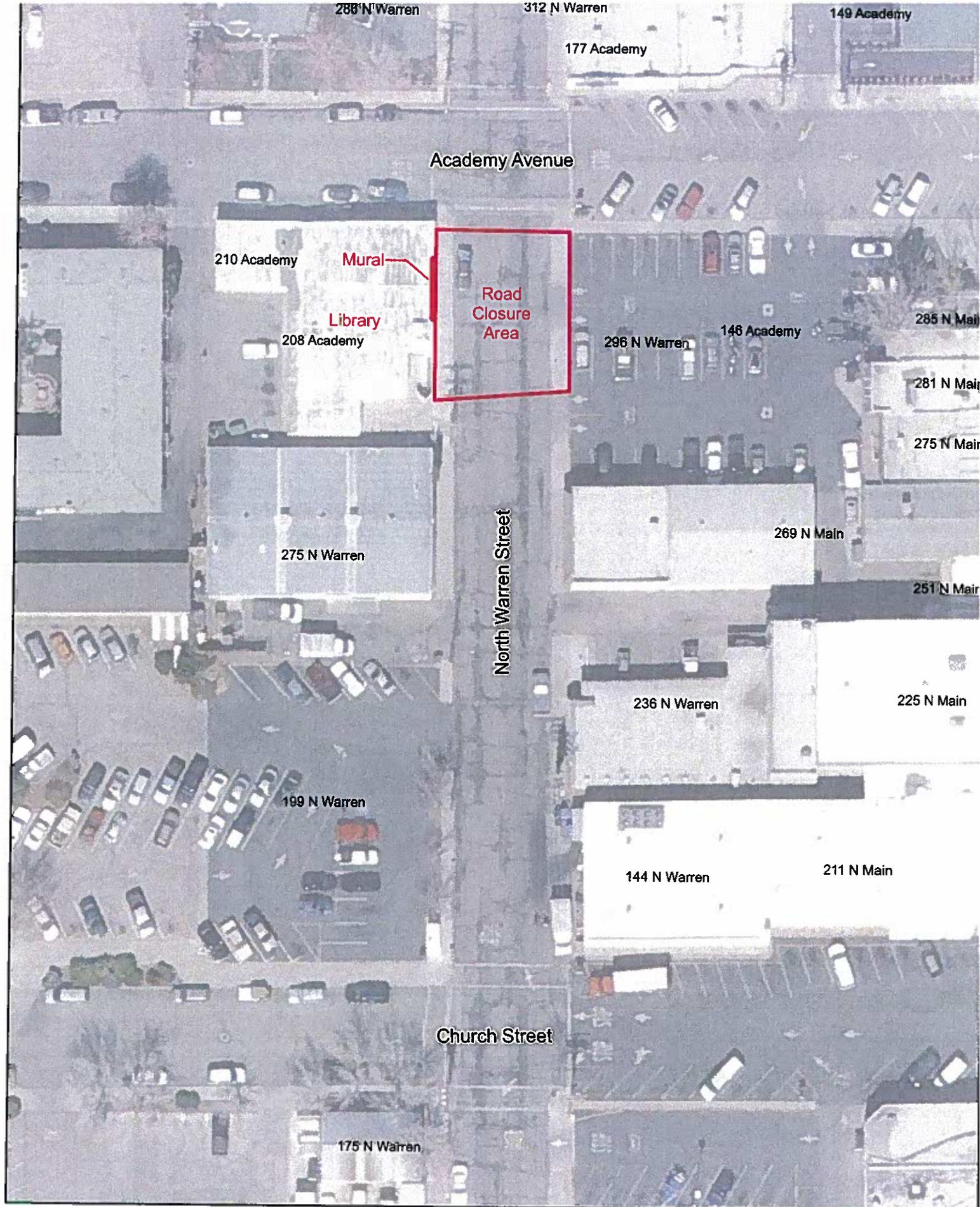
\_\_\_\_\_  
Date

Issued by:

\_\_\_\_\_  
David Grah  
Director of Public Works

\_\_\_\_\_  
Date

DRAFT



Library Mural Road Closure

TO: CITY COUNCIL

From: James M. Southworth, City Administrator 

DATE: May 9, 2011

**AGENDA**                    **Briefing on May 12 OPEN HOUSE for the Mobility Element**  
**SUBJECT:**                **of the General Plan Update**

**Background/Discussion:**

Several handouts for the briefing are attached.

**Recommendation:**

Hear briefing on the Mobility Open House



# CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@ca-bishop.us

www.ca-bishop.us

## **New Mobility Element for the Bishop General Plan**

The City of Bishop is currently updating the Circulation Element of the General Plan. The update recognizes that communities evolve over time and changes occur in the environment we live in. General Plan Circulation Elements or “Mobility Elements” as they are now commonly called, have to keep up with such changes and address the needs of the community in this changing environment. The current General Plan dates back to 1994, and hence needs to be updated to address the future from a 2011 perspective.

The updated Mobility Element will contain goals and policies pertaining to all modes of transportation. Long-range plans for streets and bikeways will be updated, and strategies for enhanced transit and pedestrian accessibility will be addressed. The Mobility Element is important because activities, such as street improvements the city, businesses, and individuals make in the city will follow the guide provided by the Mobility Element.

Public involvement will be very important in the process to update the Mobility Element. **An important open house to introduce the update process to the public is planned for 3 to 7 pm 12 May at Bishop City Hall.** There will be several displays, maps, and opportunities for one on one discussions and your input. Please come!

In addition to the open house, as information and documents become available, they will be posted on the City of Bishop website at [www.ca-bishop.us](http://www.ca-bishop.us). There is also a feature on the website that allows question and comments to be submitted.

**CITY OF BISHOP MOBILITY ELEMENT UPDATE**  
**Exhibits for Public Workshop, May 12<sup>th</sup>**

Entry Board	Purpose and Goals
Station 1	Roadway Component <ul style="list-style-type: none"><li>• Street Classifications and Cross Sections</li></ul> - Writing board for comments/suggestions
Station 2	Opportunity Areas <ul style="list-style-type: none"><li>• Map</li></ul> - Writing board for comments/suggestions
Station 3	Bikeway Plan <ul style="list-style-type: none"><li>• Map</li></ul> - Writing board for comments/suggestions
Station 4	Truck Route Concept <ul style="list-style-type: none"><li>• Diagram and cross-section with space for comments/suggestions</li></ul>
Station 5	Pedestrians <ul style="list-style-type: none"><li>• Map for drawing walking routes</li></ul>
Station 6	Comment board (“what I like and what I would do differently”)
Handout	Lists purpose and goals and provides a section for comments

## **City Of Bishop General Plan MOBILITY ELEMENT UPDATE**

### **PURPOSE OF THE OPEN HOUSE**

The purpose of the open house is to present Mobility Element ideas and options to the community, obtain feedback, incorporate residents' ideas into the Draft Mobility Element, and provide the Planning Commission and City Council with information about community preferences.

### **PURPOSE OF THE MOBILITY ELEMENT**

The purpose of the Mobility Element (ME) is to define how the City will serve the transportation needs of its residents, businesses and visitors while enhancing its environmental, economic and natural resources. It is one of the required elements of the General Plan.

### **GOALS**

**Overall:** Provide a balanced transportation system that moves people and goods throughout the City efficiently, enhances livability and economic viability, and preserves residential neighborhoods and other environmental resources.

**Roadways:** Provide safe and attractive roadways to serve existing and future traffic demand

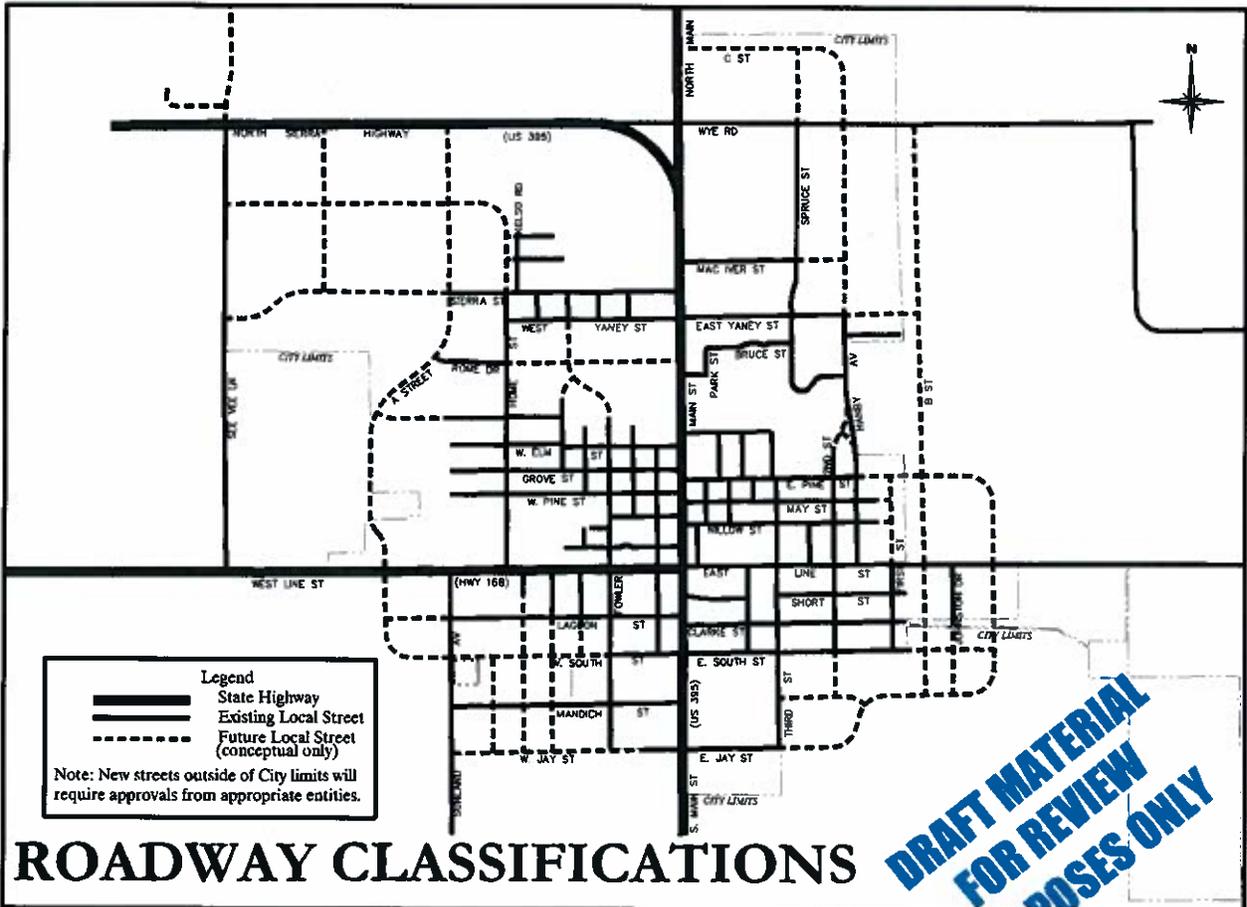
**Public Transportation:** Facilitate public transportation in the Bishop area

**Bicycles:** Provide safe and attractive bicycle facilities for commuting, recreation, and health

**Air Transportation:** Improve access to the Bishop Airport

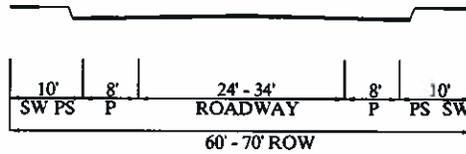
**Pedestrians:** Provide safe and attractive pedestrian facilities throughout the City

**Parking and Access:** Enhance accessibility to City businesses for residents and visitors.



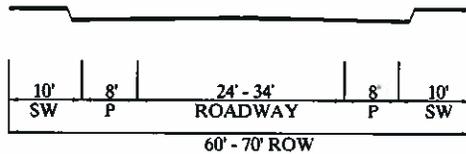
# ROADWAY CLASSIFICATIONS

**DRAFT MATERIAL  
FOR REVIEW  
PURPOSES ONLY**



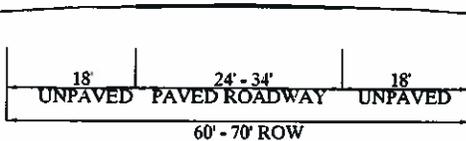
### LOCAL STREET (RESIDENTIAL AREA)

Note: With the wider roadway width, 5' bike lanes are added.



### LOCAL STREET (COMMERCIAL AREA)

Note: With the wider roadway width, 5' bike lanes are added.

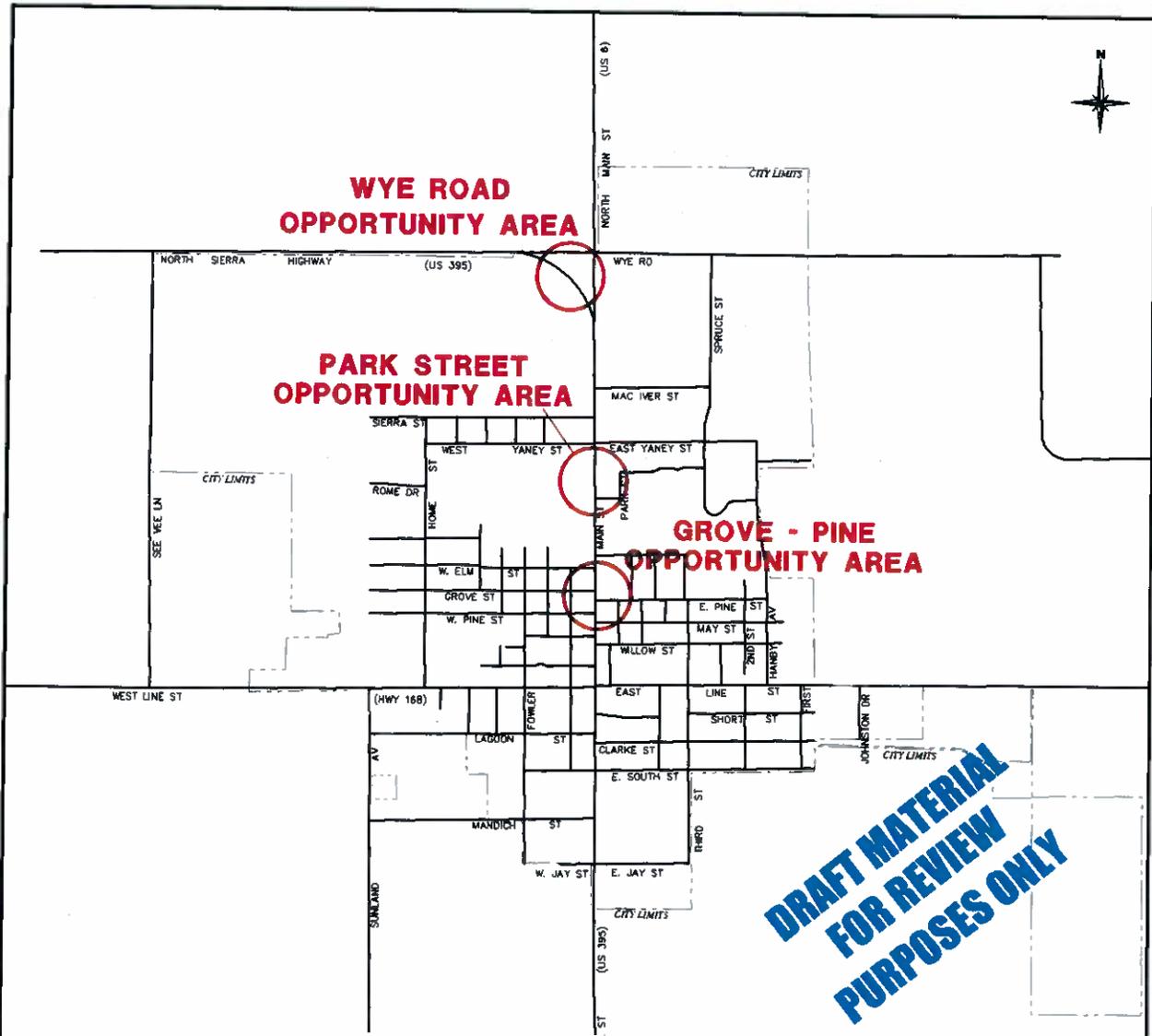


### LOCAL STREET (INTERIM SECTION - COUNTRY LANE)

For 34 feet of paved roadway, five foot bike lanes can be striped. This version of a local street will transition to a residential or commercial section when adjacent land is developed with residential or commercial uses. Also, unpaved sections could be surfaced for pedestrian use.

# CROSS-SECTIONS

LEGEND	
SW	= Sidewalk
PS	= Planter Strip
P	= Parking Lane
ROW	= Right-of-Way



**DRAFT MATERIAL  
FOR REVIEW  
PURPOSES ONLY**

## OPPORTUNITY AREAS

### WYE ROAD

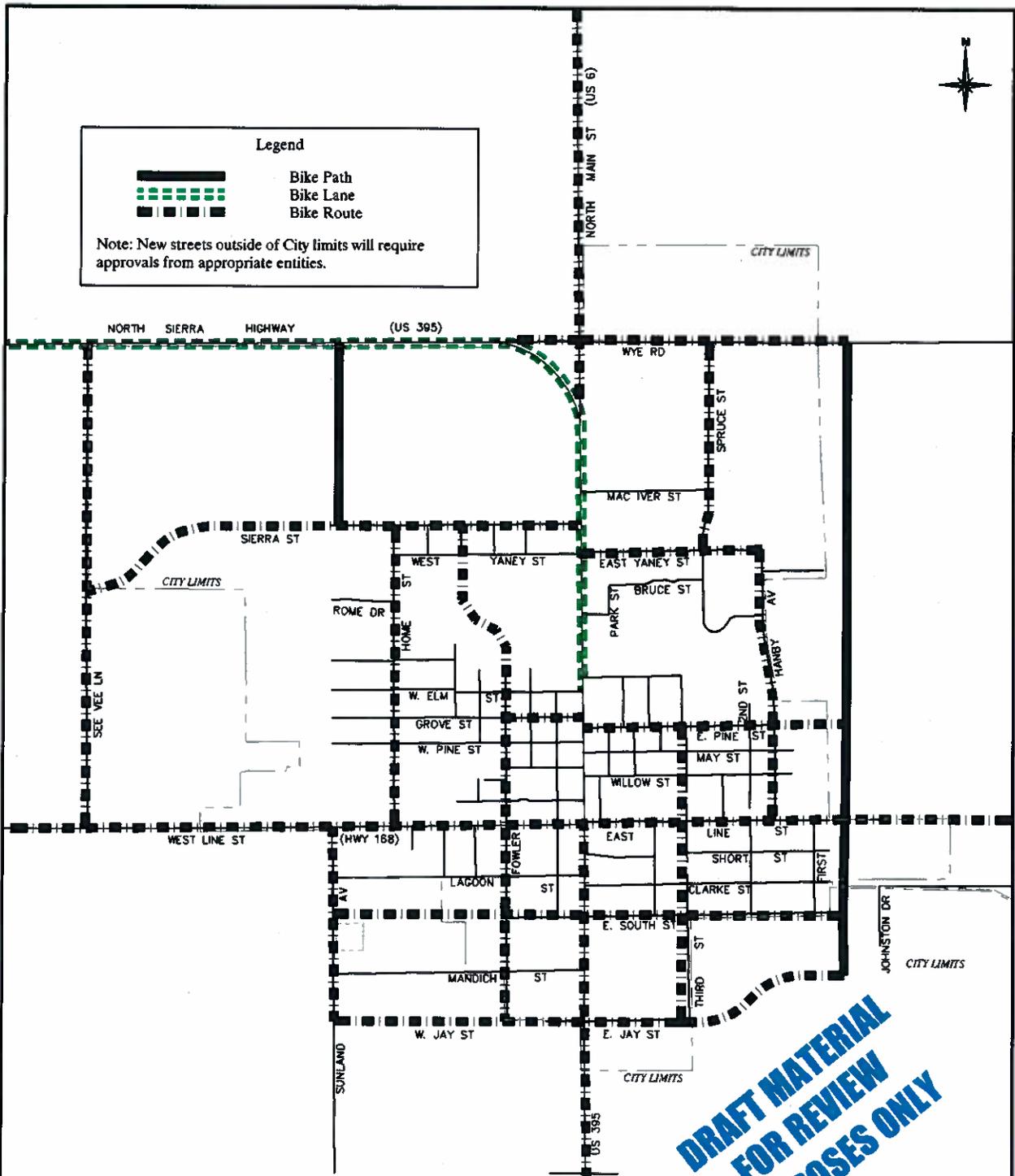
Intersection reconfiguration in conjunction with land use opportunities.

### PARK STREET

Traffic improvements in conjunction with opportunities to improve accessibility and enhance visitor amenities.

### GROVE - PINE

Traffic improvements to enhance east-west connectivity while creating a visible and accessible focal point for commercial area patrons.



## BIKEWAY PLAN

- City Plan is consistent with Inyo County Collaborative Bike Plan.
- Goals and Policies of the Mobility Element emphasize need to continually improve bicycle facilities.

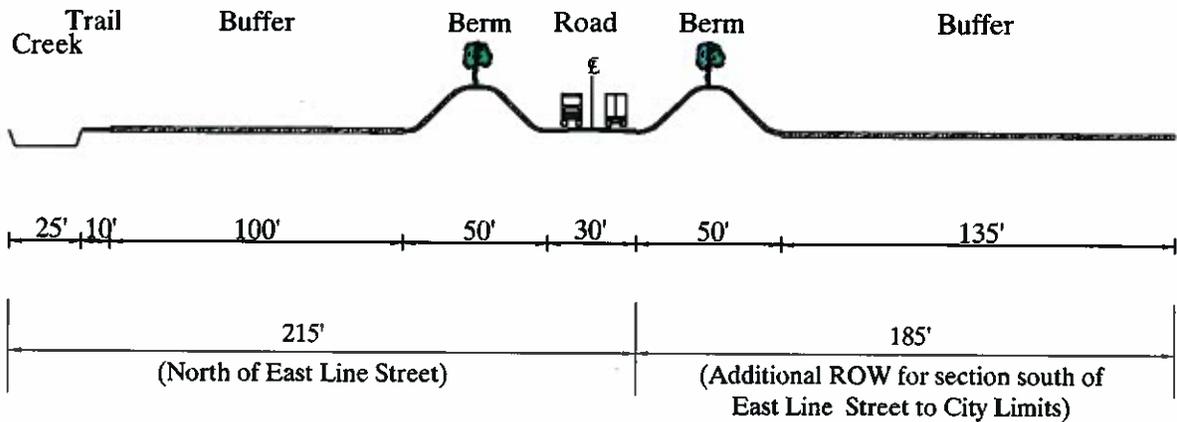


# TRUCK ROUTE CONCEPT

To determine feasibility, studies would be carried out to identify potential noise and other impacts.

Comments:

**DRAFT MATERIAL FOR REVIEW PURPOSES ONLY**



Note: On the east side of the road, a depression could be created to provide material for the berm and to mitigate potential riparian and wetland impacts.

## CONCEPT CROSS-SECTION

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT: GRANT FUNDING AVAILABILITY – DOJ - COPS**

DATE: MAY 9, 2011

Attachments: Memorandum from Police Chief Carter

**BACKGROUND/SUMMARY:**

The Police Chief has requested authorization to apply for a grant through the U.S. Department of Justice COPS program. If received, the grant would provide the funding for entry-level salary and fringe benefits and allow the Department to fill the vacant officer position.

**RECOMMENDATION:**

Consideration to approve the request from the Police Chief to apply for a grant from the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS) for funding designed to pay the salary and fringe benefits for an entry level officer for three years.



# BISHOP POLICE DEPARTMENT

---

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

Chris Carter, Chief of Police

To: Members of the City Council, City of Bishop  
Mr. Jim Southworth, City Administrator

From: Chris Carter, Chief of Police 

Date: May 4, 2011

Subject: COPS Grant Funding

Attached you will find a letter from the US Department of Justice, Office of Community Oriented Policing Services (COPS) regarding a grant program which would fund the hiring of an Officer at the entry level position and pay the associated salary and benefit costs for a period of three (3) years. At the end of this time, the Department would be obligated to maintain this Officer's employment for an additional 1 year. This grant is specifically designed to pay for Officers in Departments where budget constraints have resulted in unfilled positions. As we currently have both a Sergeant and an Officer vacancy within the allotted strength of the Department, I would like permission to apply for this grant and seek funding to fill the vacant Officer position. I am available at your convenience should you have any questions or wish to discuss this further.



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, NE, Washington, D.C. 20530

**COPS**

April 18, 2011

Dear Colleague:

The Office of Community Oriented Policing Services (COPS) is pleased to announce that we will be accepting grant applications for the Fiscal Year (FY) 2011 **COPS Hiring Program (CHP)**. Subject to funding availability, approximately \$200 million may be available under FY 2011 CHP for the hiring and rehiring of additional career law enforcement officers.

The FY 2011 CHP solicitation will open on May 2, 2011. The application deadline will be **May 25, 2011, at 8:59 PM, EDT**. Please note that applications for this program must be submitted in two parts. First, applicants must apply online via [www.grants.gov](http://www.grants.gov) to complete the SF-424, which is a government-wide standard form required for competitive grant application packages. The SF-424 is intended to reduce the administrative burden to the Federal grants community, which includes applicants/grantees and Federal staff involved in grants-related activities. Once the SF-424 has been submitted, you will receive an e-mail from the COPS Office with instructions on completing the second part of the CHP application through the COPS Office Online Application System found on the COPS Office website at [www.cops.usdoj.gov](http://www.cops.usdoj.gov). Applications must be submitted via the COPS Office Online Application System by **8:59 PM, EDT, on May 25, 2011** to be considered for FY 2011 CHP funding.

CHP is a competitive grant program that provides funding directly to law enforcement agencies having primary law enforcement authority to impact their community policing capacity and problem solving efforts.

CHP grants provide 100 percent funding for approved entry-level salaries and benefits for 3 years (36 months) for newly-hired, full-time sworn officer positions (including filling existing unfunded vacancies) or for rehired officers who have been laid off, or are scheduled to be laid off on a specific future date, as a result of local budget cuts. There is no local match requirement or cap on the amount of funding that can be requested per officer position, but CHP grant funding will be based on your agency's current entry-level salary and benefits packages. Any additional costs for higher than entry-level salaries and fringe benefits will be the responsibility of the grantee agency. All agencies' requests will be capped at no more than 5% of their actual sworn force strength reported in their application, up to a maximum of 50 officers. The request of any agency with a sworn force strength less than or equal to 20 will be capped at one officer.

At the conclusion of federal funding, grantees must retain all sworn officer positions awarded under the CHP grant for a minimum of one year (12 months). The retained CHP-funded position(s) should be added to the grantee's law enforcement budget with state and/or local funds, over and above the number of locally-funded positions that would have existed in the absence of the grant.

The COPS Office looks forward to working with your agency. If you would like more information or require technical assistance during the solicitation process, please contact the COPS Office Response Center at 1.800.421.6770.

Sincerely,

Bernard K. Melekian  
Director

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT: PARS RETIREMENT ENHANCEMENT PLAN COMPLIANCE**

DATE: May 9, 2011

Attachments 

1. PARS memo dated 4/11/11
2. Amendment to the City's PARS Retirement Enhancement Plan

#### BACKGROUND/SUMMARY

Pursuant to the memo from the Public Agency Retirement Services staff, the attached amendment is required based on the Internal Revenue Service staggered remedial amendment cycles. As indicated, the amendment reflects recent legislation and is in compliance with IRS guidelines.

#### RECOMMENDATION

Consider the approval of the Amendment to the City of Bishop PARS Retirement Enhancement Plan and authorize the execution by the City Administrator.

RECEIVED

APR 13 2011

CITY OF BISHOP

PUBLIC  
AGENCY  
RETIREMENT  
SERVICES

**PARS**

*Making retirement work for you.*

## Memo

**To:** Valued PARS Client  
**From:** PARS/Plan Compliance  
**Date:** April 11, 2011  
**Re:** Interim Amendments to the PARS Plan Document

---

Enclosed please find an IRS required interim amendment to your PARS Retirement Enhancement Plan (REP). These interim amendments are required from time to time based on the IRS staggered remedial amendment cycles.

The amendment reflects recent legislation with respect to 1) the definition of Eligible Rollover Distribution; 2) the HEART Act; and 3) the final 415 Regulations. These amendments are in compliance with recent IRS guidelines and do not require any changes to your current administration procedures in place.

We have enclosed 2 originals of the plan amendment. Please keep one signed original with your PARS REP Plan Document and return the second signed original to our office in the enclosed envelope. Please return the amendment to our office no later than May 31, 2011.

If you have any questions about the enclosed plan amendment, please feel free to contact Shauna Volcan at (800) 540-6369 x 132 or [svolcan@pars.org](mailto:svolcan@pars.org).

Thank you.

**AMENDMENT TO THE  
CITY OF BISHOP  
PARS RETIREMENT ENHANCEMENT PLAN**

**WHEREAS**, the City of Bishop (the "Employer") has previously adopted the City of Bishop PARS Retirement Enhancement Plan (the "Plan"); and

**WHEREAS**, the Employer has the right to amend said Plan in accordance with Section 5.3 of the Plan; and

**WHEREAS**, the Employer desires to amend the Plan to comply with recent legislation and regulations applicable to the Plan.

**NOW, THEREFORE**, the Plan is hereby amended as follows:

1. Effective January 1, 2007, Section 4.6(b)(1)(A), "Eligible Rollover Distribution," is hereby amended in its entirety to read as follows:

"(1) Eligible Rollover Distribution. An eligible rollover distribution is any distribution of all or any portion of the balance to the credit of the distributee, except that an eligible rollover distribution does not include the following: (i) any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or the life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee's designated beneficiary, or for a specified period of ten (10) years or more; (ii) any distribution to the extent such distribution is required under Section 401(a)(9) of the Internal Revenue Code; (iii) and any hardship distribution; and (iv) the portion of any distribution that is not includible in gross income, provided that effective January 1, 2002, a portion of a distribution will not fail to be an eligible rollover distribution merely because the portion consists of after-tax employee contributions that are not includible in gross income. However, such portion may be transferred only: (A) to an individual retirement account or annuity described in Section 408(a) or (b) of the Internal Revenue Code (or, on or after January 1, 2008, to a Roth IRA described in Section 409A of the Code) or to a qualified defined contribution plan described in Section 401(a) of the Internal Revenue Code; (B) on or after January 1, 2007, to a qualified defined benefit plan described in Section 401(a) of the Internal Revenue Code or to an annuity contract described in Section 403(b) of the Internal Revenue Code, that agrees to separately account for amounts so transferred (and earnings thereon), including separately accounting for the portion of the distribution that is includible in gross income and the portion of the distribution that is not so includible."

2. Effective July 1, 2010, Section 5.4, "Military Service", is hereby amended by adding the following to the end of the section:

"In the case of a Member who dies while performing qualified military service, the survivors of the Member are entitled to any additional benefits (other than benefit accruals relating to the period of qualified military service) provided under the Plan had the Member resumed and then terminated employment on account of death."

3. The definition of "Annual Benefit" in Article VI, Section 6.1, is hereby amended in its entirety as follows, effective for limitation years beginning on or after July 1, 2009:

"**Annual Benefit**" means a benefit payable annually in the form of a straight life annuity (with no ancillary benefits) under a plan to which Employees do not contribute and under which no rollover contributions are made, or to which assets have been transferred from a qualified plan that was not maintained by the Employer. If the benefit is payable in a form other than a straight life annuity, such form must be adjusted actuarially to be the equivalent of a straight life annuity before applying the limitations of Section 6.2(a). Such actuarial adjustment shall be made pursuant to the applicable provisions of Treasury Regulation Section 1.415(b)-1(c), which are incorporated herein by reference. The actuarial adjustment to the equivalent of a straight life annuity will apply to all Plan benefits. No actuarial adjustment is required for the following: qualified joint and survivor annuity benefits, pre-retirement disability benefits, pre-retirement death benefits, post-retirement medical benefits, and the value of an automatic benefit increase feature made in accordance with applicable Treasury Regulations."

4. Article VI, Section 6.2 is hereby amended in its entirety as follows, effective for the limitation years beginning on or after July 1, 2009:

"6.2        Annual Limitation on Benefits.

Notwithstanding any other provision of the Plan:

(a) The Annual Benefit payable with respect to a Member under the Plan for any Limitation Year shall not exceed an amount equal to \$160,000, or such other dollar limitation determined for the Limitation Year by automatically adjusting the \$160,000 limitation by the cost of living adjustment factor prescribed by the Secretary of the Treasury under Section 415(d) of the Code in such manner as the Secretary shall prescribe. The new dollar limitation shall apply to Limitation Years ending within the calendar year of the date of the adjustment.

(b) If the Member has less than ten Years of Participation with the Employer, the limitation in Section 6.2(a) shall be reduced by multiplying it by a fraction, the numerator of which is the Member's full and partial Years of Participation, and the denominator of which is ten. To the extent provided in Treasury Regulations or in

other guidance issued by the Internal Revenue Service, the preceding sentence shall be applied separately with respect to each change in the benefit structure of the Plan. The reduction provided in this paragraph does not apply to payments made to the Member if his payments commence after he has become disabled (within the meaning of Code Section 415(b)(2)(I)), and does not apply to payments made on account of the Member's death.

(c) If the Annual Benefit of a Member begins prior to age 62, the limitation under Section 6.2(c) applicable to the Member at such earlier age is an Annual Benefit payable in the form of a straight life annuity beginning at the earlier age that is the actuarial equivalent of the limitation applicable to the Member at age 62 (adjusted under subsection 6.2(b) above, if required). The limitation applicable at an age prior to age 62 shall be determined in accordance with the provisions of Treasury Regulation Section 1.415(b)-1(d), which are incorporated herein by reference. The reduction in this Section 6.2(c) shall not apply for a Member who is a "qualified participant," as defined in Code Section 415(b)(2)(H).

(d) If the Annual Benefit of a Member begins after age 65, the limitation under Section 6.2(a) applicable to the Member at such a later age is an Annual Benefit payable in the form of a straight life annuity beginning at the later age that is the actuarial equivalent of the limitation applicable to the Member at age 65 (adjusted under subsection 6.2(b) above, if required). The limitation applicable at an age after age 65 shall be determined in accordance with the provisions of Treasury Regulation Section 1.415(b)-1(e), which are incorporated herein by reference.

(e) Pursuant to Treasury Regulation Section 1.415(b)-1(a)(7)(iii), the rate of a Member's accrual shall not be limited by this Article VI (but at all times the annual benefit payable to the Member is not subject to the limits set forth in this Article VI).

(f) The limitation in Section 6.2(a) is deemed satisfied if the Annual Benefit payable to a Member is not more than \$1,000.00 multiplied by the Member's number of years of service or parts thereof (not to exceed ten) with the Employer, and the Employer (or a predecessor employer) has not at any time maintained a defined contribution plan in which such Member participated.

If the Employer maintains one or more defined benefit plans, in addition to this Plan, covering an Employee who is also a Member in this Plan, the sum of the Annual Benefits of all the plans will be treated as a single benefit for the purposes of applying the limitations of Section 6.2(a). For purposes of the preceding sentence, Annual Benefits under a "qualified governmental excess benefit arrangement," as described in Section 415(m)(3) of the Code, shall be disregarded. If the Annual Benefits exceed, in the aggregate, the limitations of Section 6.2(a), the Normal Retirement Benefits under this Plan will be reduced (but not below zero) until the sum of the benefits of the Related Plan(s) satisfy the limitations. In the case of an individual who was a Member in one or more defined benefit plans of the Employer as of the first day of the first Limitation Year beginning after December 31, 1986, the

application of the limitations of this Section 6.2 shall not cause the limitation under Section 6.2(a) for such individual under all such defined benefit plans to be less than the individual's Current Accrued Benefit. The preceding sentence applies only if such defined benefit plans met the requirements of Section 415 of the Code, for all Limitation Years beginning before May 6, 1986. For purposes of this Section 6.2(f), an individual's Current Accrued Benefit means a Member's Accrued Benefit under the Plan, determined as if the Member had separated from service as of the close of the last Limitation Year beginning before January 1, 1987, when expressed as an annual benefit within the meaning of Section 415(b)(2) of the Code. In determining the amount of a Member's Current Accrued Benefit, the following shall be disregarded: (i) any change in the terms and conditions of the Plan after May 5, 1986; and (ii) any cost of living adjustments occurring after May 5, 1986.

(g) If a Member makes one or more contributions to the Plan to purchase "permissive service credit," as defined in Code Section 415(n)(3), then the limitations of this Article VI shall be treated as met only if either (i) the limitations provided in Code Section 415(b) are met, determined by treating the accrued benefit derived from such contributions as an annual benefit for purposes of Code Section 415(b), or (ii) the requirements of Code Section 415(c) are met, determined by treating all such contributions as annual additions for purposes of Code Section 415(c)."

This Amendment is hereby adopted this \_\_\_ day of \_\_\_\_\_, 2011 effective as of the dates set forth above.

City of Bishop

By: \_\_\_\_\_

Its: City Administrator

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

**SUBJECT: APPROVAL OF BUDGET REVISE FY 2010-2011 / 2011-2012**

DATE: May 9, 2011

Attachments: Budget presented under separate cover

#### BACKGROUND/SUMMARY

Pursuant to City policy, staff is to present a preliminary budget document to Council on or before May 15<sup>th</sup> of each fiscal year. In order to better serve the City's financial planning needs and to assist in budget preparation, the Council approved a two-year preliminary budget in August 2010. Therefore, we have prepared an updated 2010-2011 and 2011-2012 budget.

The update includes revised projections of revenues and expenditures for the 2010-2011 budget which will not end until June 30, 2011. In sum, we took our approved 2010-2011 budget and made internal cuts in anticipation of the receipt of lower revenues. By doing those mid-year cuts we were able to keep the 2010-2011 operational and capital budgets on track and we are confident that we will end the fiscal year 2010-2011 and begin the 2011-2012 year in line with our projections.

I would like to give my personal thanks to our dedicated employees who have made our consistent progress possible even in the most difficult financial environment. The City of Bishop continues to be financially conservative and solvent and yet able to maintain our aggressive service package for our citizens.

#### RECOMMENDATION

Review the budget update and consider the approval of the 2010-2011 and 2011-2012 Budget Revise.