



CITY OF BISHOP

CITY COUNCIL MEETING

City Council Chambers - 301 West Line Street - Bishop, California
MONDAY, JANUARY 22, 2024 - 6:00 PM

NOTICE TO THE PUBLIC: Please be advised this meeting is accessible to the public in person, on the City of Bishop website, or on the local government cable channel 12. In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 124. Notification at least 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].

The public is encouraged to participate or observe this meeting by:

1. Attending this meeting in person at the City of Bishop City Council Chambers located at 301 West Line Street in Bishop, California.
2. Observing this meeting live from the City of Bishop website at: https://www.cityofbishop.com/government/city_council/index.php
3. Observe this meeting live from the local government cable channel 12.

Public comments may be made:

1. In person: Members of the public desiring to speak on a matter appearing on the agenda should ask the Mayor for the opportunity to be heard when the item comes up for Council consideration (or complete a speaker card prior to the meeting). Comments for all agenda items are limited to a speaking time of three minutes unless modified by the Mayor.
2. In writing: Go to http://bishop-ca.granicus.com/ViewPublisher.php?view_id=8 to submit an "eComment" for the corresponding meeting. Please note that eComment submissions closes at 3:00 p.m. on the day of the meeting. You may also hand deliver public comments to the City drop/payment box located at the Church Street entrance to City Hall on or before the deadline noted above. Written public comments received after the deadline will be provided to the Council at the earliest possibility. Please note written public comments received will not be read aloud at the meeting.

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

1. **CALL TO ORDER** - 6:00 P.M. Monday, January 22, 2024
2. **MOMENT OF SILENCE** - As we begin tonight's meeting, please join me in a moment of silence for self-meditation, prayer, or reflection.

3. **PLEDGE OF ALLEGIANCE** - Councilmember Schwartz will lead the pledge of allegiance.

4. **ROLL CALL**

5. **PUBLIC COMMENT**

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

6. **DEPARTMENT REPORTS**

Updates on department activities will be given by the Department Heads and/or their staff.

A. Fire Department - Fire Chief Bret Russell

B. Police Department - Police Chief Nate Derr

C. Public Works Department - Public Works Director Nora Gamino

D. Community Services Department - Community Services Manager Dan McElroy

E. Administration - City Administrator Deston Dishon

7. **BISHOP AREA CHAMBER OF COMMERCE & INFORMATION CENTER UPDATE**

Prepared by Bishop Area Chamber of Commerce and Information Center Executive Director Tawni Thomson and presented by Guest Host Supervisor Joe Pollini.

A. **Bishop Area Chamber of Commerce and Information Center Update Report**

[BACC&IC Report - January 22 2024](#)

CONSENT CALENDAR

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

8. **CONSENT CALENDAR FOR APPROVAL/FILING**

A. **Monthly Budget Report for the Month of December 2023**

[Monthly Budget Report for the Month of December 2023](#)

B. **Financial Reports for the Month of December 2023**

[Bank Reconciliation Report for December 2023](#)

[Combined Cash Report for December 2023](#)

[Investment Portfolio Report for December 2023](#)

[Warrant Register Report for December 2023](#)

C. **City Council Meeting Minutes**

[Minutes 2023 11 13](#)

[Minutes 2023 11 27](#)

[Minutes 2023 12 11](#)

9. **CONSENT CALENDAR FOR INFORMATION/FILING**

A. **Building Permits Issued Report**

[December 2023](#)

- B. Planning Commission Meeting Agenda
[Cancellation Notice 20240123](#)

10. NEW BUSINESS

- A. [PARKS AND RECREATION COMMISSION](#) - Appoint one commissioner to fill a scheduled vacancy on the Parks and Recreation Commission with a term ending on March 25th, 2024.

Recommended Action:

Council consideration to reappoint Patty Cummings to the Parks and Recreation Commission with a term ending on March 25th, 2028.

[Patty Cummings Request for Reappointment on the Parks and Recreation Commission](#)
[A-3 Commission Appointments - Council Policy Manual](#)

11. FUTURE AGENDA ITEMS

12. COUNCIL AND COMMITTEE REPORTS

13. ADJOURNMENT

Monday, February 12, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers

Bishop Area Chamber of Commerce & Information Center
Report to Bishop City Council for Monday January 22, 2024

Prepared by: Tawni Thomson, Executive Director

CHAMBER OF COMMERCE/LOCAL COMMUNITY MATTERS:

2023 Holiday Events: Very positive feedback received regarding Christmas Parade, Tree Lighting, and downtown party after the parade. Railroad Express at Laws went well; however, attendance was down slightly. Chamber staff is thankful for so many volunteers and community support for these fun events.

Shop Local Raffle: 1,063 shoppers entered the raffle at the 15 participating shops.

New Chamber Members Since Last Report to City Council:

- Shoshone Village
- Ascent Dispensary
- El Ranchito Restaurant
- Sierra Snow
- Bishop Gym
- Sundial Bishop

BISHOP INFORMATION CENTER/OTHER DESTINATION DEVELOPMENT PROGRAMS:

CA Hawking Club Falconry Conference in Bishop: January 17-21. 200+ attendees for seminars and competitions. Headquarters at fairgrounds. Tawni assisted event planners with lodging, connections with landowners and some other conference logistics. Meet & greet mixer on 1/17 for falconers and public hosted by Bishop Chamber of Commerce.

Travel & Sport Shows: Our destination will be promoted at 7 major events over the next few months.

- International Sportsman's Expo in Sacramento (January 18-21)
- Bart Hall Sport Show in Long Beach (January 25-28)
- LA Travel & Adventure (February 2-4)
- Bart Hall Sport Show in Del Mar (February 15-18)
- PCS Fishing Show in Anaheim (March 7-10)
- Bay Area Travel & Adventure (March 16-17)
- US Travel Association IPW Conference in Los Angeles (May 3-7)

IPW Fam Tour: Following the US Travel Association international conference, a group of 20 international tour operators and travel agents will visit our region. They will go by bus to Palm Springs and then up 395 for a familiarization tour. They will stop in Lone Pine then Bishop for dinner and overnight, then head north to Mono Lake and Mammoth. Joe Pollini will accompany the group as a step-on guide beginning in Lone Pine.

Winter Trout Stocking: CADFW Stocking Permit Application has been submitted. Wright's Rainbows is contracted to bring a load of fish for PVR and Owens River in mid-February and again in mid-March.

Blake Jones Trout Derby: March 23, 2024. Check-in, weigh-in and prize ceremony at Tri-County Fair & Event Center. Event registration is live online. Staff is working now on t-shirt design, prizes and sponsorships.

Information Center: Traditionally quiet time of year, but that is good for us. Guest hosts have performed inventory of souvenir merchandise as suggested in the recent audit. Hosts are also assisting MLT with passenger surveys at the airport and providing a warm welcome and information. Adding 2024 major events to website calendar and preparing to update and reprint the Bishop Visitor Guide Magazine.

Website Redesign: Chamber board reviewed proposals from three web designers and selected Hatchback Creative. The staff is working with the developer to create a new framework that is responsive and mobile-first. This project will take many months to complete and will likely launch in fall 2024.

Future Group Events: Tawni is assisting event coordinators with lodging and other logistics for Lions Club District Conference (August 2-4, 2024) and Highpointers (July 2025). We've also recently been approached for help with a new gravel bike race event for spring of 2025.

Lodging Statistics:

% Bishop Occupancy									
	2015	2016	2017	2018	2019	2020	2021	2022	2023
January	35.5	42.1	50.2	43.2	58.3	54.9	48.4	61.0	62.6
February	53.7	42.3	52.0	54.2	63.2	57.3	53.4	68.5	67.6
March	53.7	57.0	59.4	61.1	65.8	47.2	61.5	66.6	70.7
April	55.9	52.6	60.4	57.6	65.8	27.1	65.4	65.3	69.4
May	61.0	63.0	64.6	69.8	68.6	38.3	70.2	68.5	68.8
June	74.6	81.5	81.2	81.0	81.7	66.2	86.1	82.1	79.4
July	81.5	84.4	86.9	86.3	84.8	71.0	82.9	79.0	76.9
August	74.5	81.1	84.9	78.8	86.7	69.3	66.9	78.5	77.2
September	75.4	85.1	85.1	83.6	88.6	62.8	66.8	76.1	79.0
October	64.6	77.9	85.6	81.6	86.0	73.8	78.1	82.1	84.0
November	43.4	52.8	54.4	56.5	57.5	59.4	61.5	63.9	59.4
December	46.1	46.9	47.8	52.3	54.1	44.8	61.8	57.0	47.9
Annual Average	60.0	63.9	67.7	67.2	71.8	56.0	66.9	70.7	70.2

Monthly Budget Report for the Month of December 2023

General Fund- Revenue

12/31/2023	Revenue	Actual	Approved Budget	Percent Received
001-000-31010	PROPERTY TAXES SECURED	-	540,000.00	0%
001-000-31020	PROPERTY TAXES UNSECURED	52,565.59	45,000.00	117%
001-000-31030	PROPERTY TAXES PRIOR YR.	-	10,000.00	0%
001-000-31050	PROPERTY TAX HOMEOWNERS	-	1,000.00	0%
001-000-31060	PROP TAX MISC	-	21,000.00	0%
001-000-31065	VLF SWAP/PROP TX IN LIEU	-	350,000.00	0%
001-000-31066	VEHICLE LIC FEE IN EXCESS	-	3,700.00	0%
001-000-31120	SALES TAX	1,733,740.36	5,000,000.00	35%
001-000-31126	DWP WTR AGREEMENT PAYMNT	232,799.00	232,799.00	100%
001-000-31128	SALES TX 1/2%-PUBLIC SAF	2,590.34	10,000.00	26%
001-000-31130	TRANSIENT OCCUPANCY TAX	1,254,375.84	2,750,000.00	46%
001-000-31131	TOT PENALTIES	64.33	-	0%
001-000-31132	TOT PRIOR YR	110,416.87	-	0%
001-000-31150	REAL PROPERTY TRANSFER	9,437.74	8,500.00	111%
001-000-32010	BUSINESS LICENSES	62,312.80	62,000.00	101%
001-000-32011	BL PENALTIES	-	-	0%
001-000-32015	SHORT-TERM RENTALS	2,250.00	1,500.00	150%
001-000-32020	SB 1186/ADA	-	-	0%
001-000-32030	PARKING PERMITS	3,200.00	3,400.00	94%
001-000-32035	TENTATIVE MAP PERMITS	-	-	0%
001-000-32040	USE PERMITS	1,620.00	3,500.00	46%
001-000-32041	ENVIRONMENTAL APP FEE	120.00	3,500.00	3%
001-000-32050	BUILDING PERMITS	67,052.59	90,000.00	75%
001-000-32051	PLAN CHECK FEE	250.00	3,300.00	8%
001-000-32080	ELECTRICAL FRANCHISE	-	32,000.00	0%
001-000-32081	CELL TOWER FRANCHISE	17,500.00	31,500.00	56%
001-000-32090	TV FRANCHISE	2,518.06	10,000.00	25%
001-000-33010	INTEREST ON BANK DEPOSITS	74,491.27	11,000.00	677%
001-000-33020	RENTAL OF REAL PROPERTY	50,282.81	100,000.00	50%
001-000-34010	MOTOR VEHICLE IN LIEU	-	-	0%
001-000-34015	MTR VEH LIC FEE 11005.7	-	-	0%
001-000-34040	REIMB. HIGHWAY SWEEPING	17,666.64	53,000.00	33%
001-000-34041	HWY 6 TRASH	15,000.00	45,000.00	33%
001-000-34045	RSTP	-	-	0%
001-000-34046	DOC/RECYCLING GRANT	-	5,000.00	0%
001-000-34047	REIMB FROM BUSD	-	-	0%
001-000-34049	DWP TREE SPONSORSHIP	-	-	0%
001-000-34050	MISC REVENUE CAPITAL REPLACE	31,331.00	31,331.00	100%
001-000-34079	FIRE EMS FUNDING	12,500.00	10,500.00	119%
001-000-34080	REIMB. RFD W/COMP.	-	-	0%
001-000-34081	SALARY REIMB FRM RF DIST	-	-	0%
001-000-34082	MISC REIM FROM RF DIST	-	-	0%
001-000-34083	FIRE INSPECTION FEES	1,799.68	15,000.00	12%
001-000-34094	LOCAL RESPONSE_STANDBY	-	1,000.00	0%

001-000-34095	STRIKE TEAM	82,326.18	120,000.00	69%
001-000-34110	COURT RESTITUTIONS	-	500.00	0%
001-000-34111	ORDINANCE ENFORCEMENT	-	-	0%
001-000-34116	DOJ-BULLET PRF VEST GRNT	-	2,000.00	0%
001-000-34120	PEACE OFFICERS TRAINING	5,585.38	18,000.00	31%
001-000-34121	RAN REIMB	-	10,000.00	0%
001-000-34122	DVROS-STATE	-	-	0%
001-000-34124	BUDGET ACT 2013/LAW ENF	-	-	0%
001-000-34125	PARKING CITATIONS	2,166.25	6,000.00	36%
001-000-34126	TOW FEE	1,500.00	1,765.00	85%
001-000-34140	DISPATCH CONTRACTS	-	7,200.00	0%
001-000-34141	PD Grants	121,460.95	-	0%
001-000-34145	4850 PAY REIMB	-	-	0%
001-000-34160	911 REIM-STATE	-	-	0%
001-000-35020	STRONG MOTION INST. PROG	439.43	1,000.00	44%
001-000-35060	CBSC/BLDG PERMIT	107.40	250.00	43%
001-000-36010	SALE OF PERSONAL PROP.	666.00	-	0%
001-000-36020	INS. REFUNDS & DIVIDENDS	-	-	0%
001-000-36025	FORFEITURE OF DEPOSITS	-	-	0%
001-000-36020	INS. REFUNDS & DIVIDENDS	-	-	0%
001-000-36030	MISCELLANEOUS	9,978.28	13,700.00	73%
001-000-36031	RETIREE MED COPAY	1,764.00	3,100.00	57%
001-000-36040	FINGERPRINTING & REPORTS	12,097.00	25,000.00	48%
001-000-36041	SUBPOENAS	-	-	0%
001-000-36042	AB109/REALIGNMENT	-	50,000.00	0%
001-000-36070	CIVIC ARTS	-	-	0%
001-000-36074	SUMMER PROGRAM TUITION	21,340.00	61,500.00	35%
001-000-36075	KIND ACTIVITY FEE	-	-	0%
001-000-36076	KIND TUITION	-	-	0%
001-000-36077	ASP ACTIVITY FEE	-	-	0%
001-000-36078	AFTER SCHOOL PROGRAM	46,505.00	98,000.00	47%
001-000-36079	GYMNASTICS CLUB	-	-	0%
001-000-36089	CHILDRENS DAY OF ARTS	-	-	0%
001-000-37010	SPECIAL EVENT INSURANCE	-	-	0%
001-000-39240	TENNIS	-	-	0%
001-000-39250	SOFTBALL	552.31	16,000.00	3%
001-000-39251	SOCCER	4,375.00	5,560.00	79%
001-000-39255	VOLLEYBALL	-	-	0%
001-000-39260	BASKETBALL	-	-	0%
001-000-39270	AEROBIC,DANCE,ZUMBA	480.00	500.00	96%
001-000-39275	FACILITY RENTAL FEE	1,075.00	4,000.00	27%
001-000-39278	TREE DEDICATION	(79.74)	-	0%
001-000-39280	YOUTH PROGRAM	1,410.00	3,200.00	44%
001-000-39281	GYMNASTICS	18,539.00	21,000.00	88%
001-000-39283	PAGEANT	-	-	0%
001-000-39289	POOL-LIFEGRD RECERT	-	-	0%
001-000-39290	POOL-PUBLIC SWIM	16,095.00	20,000.00	80%
001-000-39291	POOL RENTALS	4,132.00	15,000.00	28%

001-000-39292	POOL-SWIM LESSONS	832.00	24,000.00	3%
001-000-39293	POOL-CONCESSIONS	1,380.00	1,800.00	77%
001-000-39294	POOL-WATER FITNESS	3,355.00	5,000.00	67%
001-000-39297	YOUTH ATHLETICS	(25.00)	500.00	-5%
001-000-39710	FINES & FOREFEITURES	296.04	4,500.00	7%
001-000-39722	TUT MEASURE A	-	-	0%
001-000-39925	CITY COST PLAN	-	-	0%
001-000-39990	OTHER FINANCE SOURCES	-	-	0%
001-000-39995	CITY COST PLAN	-	-	0%
001-000-39999	REVENUE-TRANS IN	500,000.00	500,000.00	100%
001-000-40000	Caltrans Sustainable Grant	-	-	0%
001-000-40001	SB2 Housing & Community	-	-	0%
001-000-40002	PROP 68 Green	32,567.85	100,000.00	33%
001-000-40003	Playground Grant	-	-	0%
001-000-40004	COVID-19 Funding	-	-	0%
001-000-40005	LEAP GRANT	-	-	0%
001-000-40006	REAP GRANT	-	-	0%
Total- Revenue		4,646,805.25	10,623,605.00	44%

General Fund-Expenses

12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
001-010-_____	City Council	96,690.80	181,010.10	53%
001-011-_____	Administration	386,029.66	853,010.35	45%
001-012-_____	Finance	165,994.68	312,172.36	53%
001-013-_____	Treasurer	899.28	1,901.39	47%
001-014-_____	Legal	58,670.40	157,996.89	37%
001-015-_____	Insurance	302,571.50	304,429.50	99%
001-016-_____	Building & Grounds	88,181.40	202,055.08	44%
001-018-_____	Elections	-	1,500.00	0%
001-019-_____	Community Promotion	-	181,000.00	0%
001-020-_____	Police Department	2,480,177.15	4,558,039.02	54%
001-021-_____	Fire Department	212,398.48	971,730.16	22%
001-022-_____	Building	46,447.50	151,863.00	31%
001-023-_____	Street Maintenance	578,286.13	1,694,889.27	34%
001-031-_____	Parks & Rec	587,937.34	1,376,970.20	43%
001-034-_____	Planning	244,058.33	479,855.27	51%
001-035-_____	After School Program	33,827.15	104,757.57	32%
001-036-_____	After School Outside	-	-	0%
001-037-_____	Pool	69,553.01	476,827.85	15%
001-038-_____	Summer Camps	18,094.08	55,391.65	33%
001-039-_____	Gymnastics Club	-	-	0%
	Total General Fund	5,369,816.89	12,065,399.66	45%

Enterprise Funds

12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
	SEWER-REVENUE			
002-000-33010	INTEREST ON BANK DEPOSITS	26,539.28	9,300.00	285%
002-000-33020	RENTAL OF REAL PROPERTY	-	-	0%
002-000-39017	SEWER MISCELLANEOUS	25,520.58	13,100.00	195%
002-000-39020	SEWER SERVICE COLLECTION	690,305.67	1,265,000.00	55%
002-000-39023	PENALTIES-SEWER SERVICE	807.71	1,000.00	81%
002-000-39035	SOLAR REBATES	2,932.40	-	0%
002-000-39075	REIMB FROM ESCSD	5,552.72	-	0%
Total:		751,658.36	1,288,400.00	58%
002-051-_____	Sewer- Expense	785,682.28	1,638,552.54	48%

12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
	WATER-REVENUE			
004-000-33010	INTEREST ON BANK DEPOSITS	25,533.84	10,000.00	255%
004-000-33020	RENTAL OF REAL PROPERTY	-	-	0%
004-000-39012	WATER SERVICE COLLECTION	545,736.39	1,028,000.00	53%
004-000-39013	PENALTIES-WATER SERVICE	638.66	900.00	71%
004-000-39017	WATER MISCELLANEOUS	21,422.00	10,900.00	197%
004-000-39019	BACKFLOW FEE	-	-	0%
004-000-39035	SOLAR REBATES	-	-	0%
Total:		593,330.89	1,049,800.00	57%
004-050-_____	Water- Expense	758,009.84	1,362,046.87	56%

12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
	SMHP-REVENUE			
012-000-33010	INTEREST ON BANK DEPOSITS	3,554.86	2,800.00	127%
012-000-39735	UTILITY CLEARING ACCOUNT	18,785.00	38,400.00	49%
012-000-39750	RENTS-ASSISTED UNITS	3,348.00	6,600.00	51%
012-000-39760	RENTS-UNASSISTED UNITS	50,045.00	100,440.00	50%
012-000-39811	MISC	25.00	-	#DIV/0!
012-000-39812	GAIN ON SALE	-	-	0%
Total:		75,757.86	148,240.00	51%
012-095-_____	SMPH- Expense	122,266.84	203,737.70	60%

Special Funds

12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
REVENUE				
	COPS			
033-000-33010	INTEREST ON BANK DEPOSITS	1,649.37	-	0%
033-000-39967	COPS/AB 1913	24,797.78	100,000.00	25%
Total:		26,447.15	100,000.00	26%
EXPENSE				
033-033-_____	COPS- EXPENSE	56,906.77	138,000.00	41%
12/31/2023	Department	12/31/2023 Actual	Approved Budget	Percent Used
REVENUE				
	TRAFFIC			
003-000-33010	INTEREST ON BANK DEPOSITS	-	-	0%
003-000-39100	SECTION 2105	9,978.39	22,500.00	44%
003-000-39110	SECTION 2107-5	1,000.00	1,000.00	100%
003-000-39120	SECTION 2107	13,858.44	30,300.00	46%
003-000-39130	SECTION 2106	8,528.64	19,500.00	44%
003-000-39135	MISC/PROP 42	16,949.71	34,200.00	50%
003-000-39137	TRAFFIC CONGESTION RELIEF	-	-	0%
003-000-39139	SB1	39,537.55	84,100.00	47%
Total:		89,852.73	191,600.00	47%
EXPENSE				
003-030-_____	GAS TAX	51,427.20	218,937.80	23%

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Eastern Sierra Checking (Eastern Sierra Checking) (1)

December 31, 2023

Account: 99900010110

Bank Account Number: 006107370

Bank Statement Balance:	1,711,295.15	Book Balance Previous Month:	1,516,956.97
Outstanding Deposits:	8,279.12	Total Receipts:	788,207.88
Outstanding Checks:	445,591.12	Total Disbursements:	1,029,491.01
Bank Adjustments:	1,690.69	Book Adjustments:	.00
Bank Balance:	1,275,673.84	Book Balance:	1,275,673.84
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
19	280.00	1057	101.00	1110	565.46	1137	370.00-
1159	64.00-	1205	692.00	1206	712.50	1207	684.39
1213	185.00-	1221	2,290.12	1222	150.00	1223	296.25
1224	104.00	1225	64.00	1234	558.40	1256	2,400.00
Grand Totals:							8,279.12

Deposits cleared: 76 items

Deposits Outstanding: 16 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1092	19.83	1639	38.00	1644	38.00	2443	165.48
3849	74.99	4696	1,623.97	4738	250.29	4877	6,920.00
5119	457.64	5546	119.89	6366	313.36	6412	100.00
6693	48.03	6777	164.50	6810	442.73	6948	668.91
7108	4,602.50	7179	46.17	7258	144.96	7412	18.58
7420	18.58	7859	1,076.50	8324	66.50	8752	110.82
9067	309.34	9177	129.52	9412	203.50	9425	174.54
9487	52.64	9542	5,368.50	9661	54.95	9726	1,384.00
9745	335.48-	9745	335.48	9749	51.02	9753	105.28
9800	385.94	9801	1,699.61	9802	1,620.00	9804	51.80
9805	5,593.24	9807	1,701.16	9808	56,172.86	9809	14,700.02
9810	957.43	9811	552.60	9834	105.00	9856	1,204.60
9861	.11	9871	385.94	9872	7,100.00	9874	3,576.60
9880	579.98	9903	77.57	9910	172.70	9916	385.94
9917	1,716.52	9918	1,680.00	9919	369.23	9920	51.80
9921	5,593.24	9922	361.05	9923	1,701.16	9924	57,001.44
9925	14,700.00	9927	552.60	9937	6,491.71	9941	46.25
9943	1,149.57	9944	16.31	9946	750.00	9950	876.87
9954	115.00	9955	137.03	9959	5,529.83	9960	576.95
9964	16,471.00	9970	26.03	9973	1,050.64	9974	234.43
9975	325.08	9976	46.17	9977	46.17	9980	335.48
9982	573.50	9983	342.16	9984	102.05	9985	172.70
9986	842.24	9987	746.86	9988	87.73	9989	3,708.32
9990	380.94	9991	68.51	9992	641.55	9993	1,043.28
9994	248.05	9995	1,440.95	9996	372.64	9997	346.91

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
9998	5,502.02	9999	100.00	10000	173.27	10001	28,647.29
10002	18,750.00	10003	585.00	10004	2,500.00	10005	75.00
10006	212.52	10007	39.13	10008	85.00	10009	.73
10010	86.99	10011	192.50	10012	2,234.35	10013	1,651.00
10014	664.86	10015	625.30	10016	100.00	75403	8.00
111723202	2,703.04	120123201	5,348.04	120123204	1,868.75	121523200	85,575.56
121523202	2,618.04	121523204	31,919.41	121523205	1,868.75		
Grand Totals:							445,591.12

Checks cleared: 193 items Checks Outstanding: 127 items

Bank Adjustments Section

Description	Amount	Description	Amount
J Scida Wages Paid and Owed to City	1,690.71	Carrying Prior Month Bank Adjustment	.02-
Grand Totals:			1,690.69

Book Adjustments Section

CITY OF BISHOP
COMBINED CASH
DECEMBER 31, 2023

COMBINED CASH ACCOUNTS

999-000-10110	CASH IN BANK	1,271,053.36
999-000-10111	LAIF INVESTMENT	17,693,478.23
999-000-10112	CASH EASTERN SIERRA BANK	.00
999-000-10113	CASH IN COUNTY TREASURY	.00
999-000-10115	CASH IN BANK XPRESS BILLPAY	33,477.06
999-000-10175	CASH CLEARING UTILITIES	17,863.91
999-000-10176	BUSINESS CASH CLEARING	(7,460.60)
	TOTAL COMBINED CASH	19,008,411.96
999-000-10100	CASH ALLOCATED TO FUNDS	(19,008,411.96)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	9,402,187.60
2	ALLOCATION TO SEWER FUND	2,501,547.57
3	ALLOCATION TO GAS TAX	397,445.07
4	ALLOCATION TO WATER FUND	2,395,664.47
5	ALLOCATION TO RFPD	890,228.17
6	ALLOCATION TO IMBC FIDUCIARY	.00
7	ALLOCATION TO LOCAL TRANSPORTATION FUND	116,972.11
8	ALLOCATION TO BOND AND TRUST FUND	125,639.95
9	ALLOCATION TO TRAFFIC SAFETY	8,141.29
10	ALLOCATION TO TUT MEASURE A	897,742.76
11	ALLOCATION TO ASSET FORFEITURE	6,722.63
12	ALLOCATION TO SUNRISE MHP	347,407.34
13	ALLOCATION TO GENERAL FIXED ASSETS	.00
15	ALLOCATION TO WATER IMPROVEMENT	.00
18	ALLOCATION TO FUND 018	.00
19	ALLOCATION TO STREETS-SIDEWALK IMPROVEMENT	750,000.00
21	ALLOCATION TO CANINE DONATION	8,012.54
22	ALLOCATION TO HEAVY EQUIPMENT REPLACEMENT	300,000.00
23	ALLOCATION TO PROPERTY/HOUSING DEVELOPMENT	150,000.00
29	ALLOCATION TO FUND 029	.00
33	ALLOCATION TO C.O.P.S.	174,224.70
37	ALLOCATION TO HOME FUNDS/WILLOW ST	100,302.76
54	ALLOCATION TO STIP E. LINE ST. BRIDGE REPL.	289,951.52
55	ALLOCATION TO S WARREN ST. IMPROVEMENT	.00
57	ALLOCATION TO SEIBU TO SCHL BIKE PATH	.00
58	ALLOCATION TO PINE TO PARK/STIP	.00
59	ALLOCATION TO WEST JAY STREET	.00
60	ALLOCATION TO STIP-SPRUCE/YANEY/HANBY	.00
61	ALLOCATION TO E. LINE ST. IMPROVEMENTS	.00
62	ALLOCATION TO PLAYGROUND EQUIPMENT PROJECT	.00
70	ALLOCATION TO HOME OWNER ASSIST PRGM	128,100.00
71	ALLOCATION TO SILVER PEAK/IMACA	.00
72	ALLOCATION TO VALLEY APTS/13 CDBG 8972	18,121.48

CITY OF BISHOP
COMBINED CASH
DECEMBER 31, 2023

TOTAL ALLOCATIONS TO OTHER FUNDS	19,008,411.96
ALLOCATION FROM COMBINED CASH FUND - 999-000-10100	(19,008,411.96)
ZERO PROOF IF ALLOCATIONS BALANCE	.00

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP
MONTH OF DECEMBER 2023

<u>STATEMENT PERIOD</u>	<u>ACCT TYPE</u>	<u>BALANCE</u>	<u>AVERAGE MONTHLY YIELD</u>
DECEMBER 2023	LAIF	\$17,693,478.17	3.929%



PMIA/LAIF Performance Report as of 1/10/23



Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate ⁽²⁾ :	3.59
LAIF Earnings Ratio ⁽²⁾ :	0.00009812538629360
LAIF Administrative Cost ^{(1)*} :	0.29
LAIF Fair Value Factor ⁽¹⁾ :	0.986307739
PMIA Daily ⁽¹⁾ :	3.48
PMIA Quarter to Date ⁽¹⁾ :	3.42
PMIA Average Life ⁽¹⁾ :	256

PMIA Average Monthly Effective Yields⁽¹⁾

December	3.929
November	3.843
October	3.670
September	3.534
August	3.434
July	3.305**

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 11/30/23 \$159.4 billion

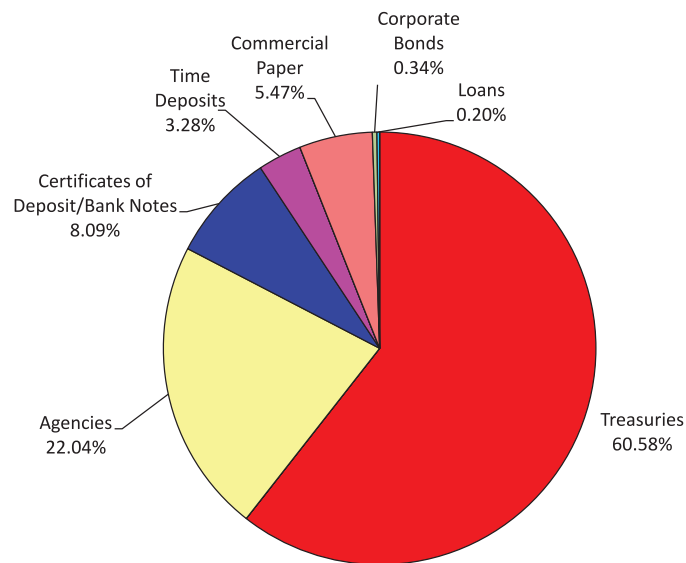


Chart does not include \$2,218,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

** Revised

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

California State Treasurer
Fiona Ma, CPA



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

January 08, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CITY OF BISHOP

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

[Tran Type Definitions](#)

Account Number: 98-14-086

December 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	17,693,478.17
Total Withdrawal:	0.00	Ending Balance:	17,693,478.17



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
01/10/24	3.99	3.99	224
01/09/24	3.99	3.99	225
01/08/24	4.01	3.99	223
01/07/24	4.00	3.99	226
01/06/24	4.00	3.99	226
01/05/24	4.00	3.98	226
01/04/24	4.00	3.98	228
01/03/24	3.98	3.97	230
01/02/24	3.98	3.97	229
01/01/24	3.96	3.96	228
12/31/23	3.96	3.81	230
12/30/23	3.96	3.81	231
12/29/23	3.96	3.81	231
12/28/23	3.95	3.81	232
12/27/23	3.95	3.81	233
12/26/23	3.96	3.81	232
12/25/23	3.98	3.80	232
12/24/23	3.98	3.80	232
12/23/23	3.98	3.80	232
12/22/23	3.98	3.80	232
12/21/23	3.97	3.79	233
12/20/23	3.96	3.79	235
12/19/23	3.95	3.79	236
12/18/23	3.94	3.79	238
12/17/23	3.93	3.79	242
12/16/23	3.93	3.78	242
12/15/23	3.93	3.78	242
12/14/23	3.90	3.78	241
12/13/23	3.91	3.78	240
12/12/23	3.89	3.78	242
12/11/23	3.89	3.78	243
12/10/23	3.89	3.77	246
12/09/23	3.89	3.77	246
12/08/23	3.89	3.77	246
12/07/23	3.89	3.77	245
12/06/23	3.89	3.77	246
12/05/23	3.89	3.77	247

*Daily yield does not reflect capital gains or losses

Updated: 1/10/2020



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
12/04/23	3.88	3.76	249
12/03/23	3.89	3.76	249
12/02/23	3.89	3.76	249
12/01/23	3.89	3.76	249

TO: City Council/City Administrator
FROM: Assistant Finance Director
DATE: January 8, 2024
SUBJECT: Approval of Warrant Registers for the Month of December 2023

Commercial Warrants

Check# 9745, 9812, 9838-9925, 9927, 9929-10016	\$416,174.16
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Manual Checks &
Payroll Warrants

	\$613,316.85
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TOTAL: \$1,029,491.01

Journal	Payee or Description	Date	Check Number	Amount
CD	Picken B of A Credit Card payment December 2023	12/18/2023	1	2,710.70
CD	Toy B of A Credit Card Payment December 2023	12/27/2023	2	2,174.47
CD	Gamino B of A Credit Card payment December 2023	12/27/2023	3	378.15
CD	Dishon B of A Credit Card payment December 2023	12/27/2023	4	405.00
CD	McElroy B of A Credit Card payment December 2023	12/27/2023	5	795.60
CD	Cleland B of A Credit Card payment December 2023	12/27/2023	6	9.99
CD	Poole B of A Credit Card payment December 2023	12/28/2023	7	1,429.13
CD	Fire B of A Credit Card payment December 2023	12/28/2023	8	2,319.59
CD	Paymentech Fee	12/31/2023	9	277.76
CD	Paymentech Fee	12/31/2023	10	393.49
CD	Xpress Bill Pay Fee	12/31/2023	11	397.88
CD	CALPERS RETIREMENT EPMC & ADJ. - 10/16/23 - 10/29/23	12/31/2023	12	1,006.39
CD	Chargeback - High Sierra Condos HOA	12/31/2023	13	813.65
CD	CALPERS RETIREMENT EPMC & ADJ. - 10/30/23 - 11/12/23	12/31/2023	14	879.91
CD	CALPERS RETIREMENT EPMC & ADJ. - 11/13/23 - 11/26/23	12/31/2023	15	385.55
CD	CALPERS RETIREE MEDICAL & ADJ - NOV BILL, DEC PREMIUM	12/31/2023	16	56,682.65
CDP	NAVALES, RYAN	12/01/2023	9745	335.48-
CDP	NAVALES, RYAN	12/01/2023	9812	335.48
CDP	BOLING, WARREN J	12/01/2023	9838	8.80
CDP	ELLIS, JAMES V.	12/01/2023	9839	234.43
CDP	JACKSON, AVIS L.	12/01/2023	9840	155.14
CDP	SANTANA, FRANCISCO	12/01/2023	9841	1,027.14
CDP	ALVARADO, CRISTAL	12/01/2023	9842	49.29
CDP	CHINZI, JONATHAN E.	12/01/2023	9843	85.70
CDP	CHINZI, LENNY D	12/01/2023	9844	491.28
CDP	CLARKSON, DONALD	12/01/2023	9845	73.99
CDP	FOREHAND, JASON A	12/01/2023	9846	1,625.47
CDP	GRISHAM, AMANDA R	12/01/2023	9847	2,396.68
CDP	KULCHIN, RACHEL C.	12/01/2023	9848	178.45
CDP	KUNZE, DONALD	12/01/2023	9849	1,196.17
CDP	LINDEMANN, STEVE	12/01/2023	9850	881.53
CDP	PEREZ ARIAS, EMMA	12/01/2023	9851	591.63
CDP	REYNOLDS, JIM	12/01/2023	9852	2,664.02
CDP	SIMPSON, BRIAN J.	12/01/2023	9853	221.75
CDP	WELLER, DICK D	12/01/2023	9854	92.46
CDP	ROBINSON, TOBY R.	12/01/2023	9855	2,749.97
CDP	ALMEIDA, JOHN S.	12/01/2023	9856	1,204.60
CDP	MANUELITO, RUBEE	12/01/2023	9857	724.38
CDP	MOLINA, MICHAEL	12/01/2023	9858	502.32
CDP	NAVALES, RYAN	12/01/2023	9859	335.48
CDP	THOMAS, HUNTER	12/01/2023	9860	78.88
CDP	SERRANO, JENNALYNN	12/01/2023	9861	.11
CDP	JACKSON, THOMAS E.	12/01/2023	9862	642.01
CDP	POOL, PRESTON	12/01/2023	9863	817.84
CDP	MADERA, JOCELYN	12/01/2023	9864	184.24
CDP	RICKFORD, KAYLYN	12/01/2023	9865	1,430.90
CDP	TURMAN, MYLEE	12/01/2023	9866	62.79
CDP	ENNIS, JERRY	12/01/2023	9867	842.24
CDP	ENNIS, KAREN	12/01/2023	9868	687.23
CDP	RUSSELL, BRET	12/01/2023	9869	3,708.32
CDP	ANDERSON, GREGORY	12/01/2023	9870	87.76
CDPT	AMERICAN FIDELITY	12/01/2023	9871	385.94
CDPT	BISHOP VOLUNTEER FIRE	12/01/2023	9872	7,100.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	12/01/2023	9873	369.23
CDPT	US BANK TRUST WESTERN REGION	12/01/2023	9874	3,576.60
CDA	Arrowhead Evaluation Services, Inc	12/06/2023	9875	4,550.00
CDA	Best Best & Krieger	12/06/2023	9876	2,613.40
CDA	BLACK POINT LLC.	12/06/2023	9877	1,744.80

Journal	Payee or Description	Date	Check Number	Amount
CDA	Bret Russell	12/06/2023	9878	685.58
CDA	CARMICHAEL BUSINESS TECH.	12/06/2023	9879	171.00
CDA	CASEY STEWART	12/06/2023	9880	579.98
CDA	CPRS	12/06/2023	9881	145.00
CDA	DEPT OF WATER AND POWER	12/06/2023	9882	2,014.86
CDA	DEPT OF WATER AND POWER	12/06/2023	9883	56,476.58
CDA	HIGH COUNTRY LUMBER	12/06/2023	9884	1,228.14
CDA	INYO COUNTY ENVIRONMENTAL	12/06/2023	9885	225.00
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	12/06/2023	9886	351.52
CDA	INYO REGISTER	12/06/2023	9887	69.50
CDA	LEHR AUTO ELECTRIC	12/06/2023	9888	1,589.41
CDA	MISSION LINEN & UNIFORM	12/06/2023	9889	293.75
CDA	MR. K. AUTOMOTIVE SERVICE INC.	12/06/2023	9890	148.52
CDA	PARS PHASE II SYSTEMS	12/06/2023	9891	1,497.34
CDA	PILOT THOMAS LOGISTICS	12/06/2023	9892	2,959.91
CDA	PREFERRED SEPTIC	12/06/2023	9893	5,947.74
CDA	ROBIN PICKEN	12/06/2023	9894	750.41
CDA	SIERRA ANALYTICAL LABS INC.	12/06/2023	9895	400.00
CDA	SOUTHERN CALIFORNIA EDISON	12/06/2023	9896	2,614.86
CDA	STANTEC CONSULTING SERV.	12/06/2023	9897	1,595.00
CDA	STATE WATER RESOURCES CONTROL BOARD	12/06/2023	9898	30,531.00
CDA	STEVE'S AUTO & TRUCK PART	12/06/2023	9899	1,289.17
CDA	UNDERGROUND SERVICE ALERT	12/06/2023	9900	22.25
CDA	VERIZON WIRELESS	12/06/2023	9901	114.03
CDA	WESTERN NEVADA SUPPLY CO.	12/06/2023	9902	179.40
CDP	BOLING, WARREN J	12/15/2023	9903	77.57
CDP	ELLIS, JAMES V.	12/15/2023	9904	234.43
CDP	SANTANA, FRANCISCO	12/15/2023	9905	1,140.82
CDP	NAVALES, RYAN	12/15/2023	9906	335.48
CDP	JACKSON, THOMAS E.	12/15/2023	9907	642.01
CDP	POOL, PRESTON	12/15/2023	9908	581.38
CDP	MADERA, JOCELYN	12/15/2023	9909	381.64
CDP	CURRIE, TAYLOR	12/15/2023	9910	172.70
CDP	TURMAN, MYLEE	12/15/2023	9911	94.20
CDP	ENNIS, JERRY	12/15/2023	9912	1,052.40
CDP	ENNIS, KAREN	12/15/2023	9913	701.64
CDP	ABRAMS, LACY J.	12/15/2023	9914	101.58
CDP	RUSSELL, BRET	12/15/2023	9915	3,708.32
CDPT	AMERICAN FIDELITY	12/13/2023	9916	385.94
CDPT	AMERICAN FIDELITY	12/13/2023	9917	1,716.52
CDPT	BPOA	12/13/2023	9918	1,680.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	12/13/2023	9919	369.23
CDPT	COBEA	12/13/2023	9920	51.80
CDPT	MSA-DENTAL POOL	12/13/2023	9921	5,593.24
CDPT	TEXAS LIFE INSURANCE COMPANY	12/13/2023	9922	361.05
CDPT	THE HARTFORD	12/13/2023	9923	1,701.16
CDPT	U.S Bank PARS Account #: 6746050100	12/13/2023	9924	57,001.44
CDPT	US BANK TRUST WESTERN REGION	12/13/2023	9925	14,700.00
CDPT	VISION SERVICE PLAN	12/13/2023	9927	552.60
CDA		12/14/2023	9929	711.32
CDA	ARBA	12/14/2023	9930	641.55
CDA	Bishop Country Club	12/14/2023	9931	4,527.29
CDA	CANON FINANCIAL SERVICES	12/14/2023	9932	1,351.56
CDA	CARMICHAEL BUSINESS TECH.	12/14/2023	9933	413.00
CDA	Carrillo Electric	12/14/2023	9934	375.12
CDA	CASELLE, INC.	12/14/2023	9935	2,102.00
CDA	COMMUNITY PRINTING	12/14/2023	9936	95.16
CDA	ENTERPRISE	12/14/2023	9937	6,491.71

Journal	Payee or Description	Date	Check Number	Amount
CDA	FRONTIER	12/14/2023	9938	107.56
CDA	INYO REGISTER	12/14/2023	9939	333.95
CDA	Jason Fleenor	12/14/2023	9940	124.00
CDA	Jeff Griffiths	12/14/2023	9941	46.25
CDA	MONO COUNTY DEPARTMENT OF FINANCE	12/14/2023	9942	25,000.00
CDA	OPTIMUM	12/14/2023	9943	1,149.57
CDA	PINTAIL IMAGING	12/14/2023	9944	16.31
CDA	THE FED-UP STORE	12/14/2023	9945	394.46
CDA	UTILITY RESOURCE INSURANCE SERVICES	12/14/2023	9946	750.00
CDA	WESTERN NEVADA SUPPLY CO.	12/14/2023	9947	677.04
CDP	JACKSON, AVIS L.	12/15/2023	9948	369.40
CDA	INYO COUNTY CLERK	12/15/2023	9949	50.00
CDA	AT&T Mobility LLC	12/19/2023	9950	876.87
CDA	Bishop Waste Disposal	12/19/2023	9951	2,648.50
CDA	CALIFORNIA BROADBAND	12/19/2023	9952	1,413.00
CDA	CALIFORNIA BROADBAND	12/19/2023	9953	512.95
CDA	CASEY STEWART	12/19/2023	9954	115.00
CDA	COMMUNITY PRINTING	12/19/2023	9955	137.03
CDA	CORDICO, INC	12/19/2023	9956	4,233.00
CDA	DEPT OF JUSTICE	12/19/2023	9957	991.00
CDA	DEPT OF JUSTICE	12/19/2023	9958	32.00
CDA	DEPT OF WATER AND POWER	12/19/2023	9959	5,529.83
CDA	FRONTIER	12/19/2023	9960	576.95
CDA	GRAINGER	12/19/2023	9961	106.36
CDA	HUNT PROPANE, INC.	12/19/2023	9962	667.02
CDA	INYO REGISTER	12/19/2023	9963	97.00
CDA	JONES & MAYER LAW OFFICE	12/19/2023	9964	16,471.00
CDA	KIBS-FM	12/19/2023	9965	300.00
CDA	MANOR TRUE VALUE HARDWARE	12/19/2023	9966	50.39
CDA	MUNICIPAL MAINT EQUIPMENT	12/19/2023	9967	1,353.81
CDA	OLD DOMINION BRUSH CO, INC	12/19/2023	9968	1,253.89
CDA	PILOT THOMAS LOGISTICS	12/19/2023	9969	2,214.43
CDA	QUILL CORP	12/19/2023	9970	26.03
CDA	SOUTHERN CALIFORNIA EDISON	12/19/2023	9971	1,046.82
CDA	VERIZON BUSINESS	12/19/2023	9972	127.22
CDPT	US BANK TRUST WESTERN REGION	12/19/2023	9973	1,050.64
CDP	ELLIS, JAMES V.	12/29/2023	9974	234.43
CDP	JACKSON, AVIS L.	12/29/2023	9975	325.08
CDP	LOWTHORP, ROBERT B.	12/29/2023	9976	46.17
CDP	BHAKTA, HARIVANDEN E.	12/29/2023	9977	46.17
CDP	SANTANA, FRANCISCO	12/29/2023	9978	1,130.44
CDP	GRISHAM, AMANDA R	12/29/2023	9979	922.97
CDP	NAVALES, RYAN	12/29/2023	9980	335.48
CDP	JACKSON, THOMAS E.	12/29/2023	9981	642.01
CDP	POOL, PRESTON	12/29/2023	9982	573.50
CDP	MADERA, JOCELYN	12/29/2023	9983	342.16
CDP	CURRIE, TAYLOR	12/29/2023	9984	102.05
CDP	TURMAN, MYLEE	12/29/2023	9985	172.70
CDP	ENNIS, JERRY	12/29/2023	9986	842.24
CDP	ENNIS, KAREN	12/29/2023	9987	746.86
CDP	DERR, LEVI	12/29/2023	9988	87.73
CDP	RUSSELL, BRET	12/29/2023	9989	3,708.32
CDP	Gomez, Danica	12/29/2023	9990	380.94
CDA	ALEX PRINTING	12/28/2023	9991	68.51
CDA	ARBA	12/28/2023	9992	641.55
CDA	BISHOP HEATING & AIR CONDITIONING INC.	12/28/2023	9993	1,043.28
CDA	BSK Associates	12/28/2023	9994	248.05
CDA	CARMICHAEL BUSINESS TECH.	12/28/2023	9995	1,440.95

Journal	Payee or Description	Date	Check Number	Amount
CDA	CASCADE FIRE EQUIPMENT CO	12/28/2023	9996	372.64
CDA	COMMUNITY PRINTING	12/28/2023	9997	346.91
CDA	DEPT OF WATER AND POWER	12/28/2023	9998	5,502.02
CDA	Eastern Sierra Peace Officers Associatio	12/28/2023	9999	100.00
CDA	FRONTIER	12/28/2023	10000	173.27
CDA	INYO COUNTY ADMINISTRATION	12/28/2023	10001	28,647.29
CDA	INYO COUNTY BUILDING & SAFETY	12/28/2023	10002	18,750.00
CDA	L.N Curtis & Sons	12/28/2023	10003	585.00
CDA	LARRY BAIN, CPA	12/28/2023	10004	2,500.00
CDA	Miles Maillet	12/28/2023	10005	75.00
CDA	MUNICIPAL MAINT EQUIPMENT	12/28/2023	10006	212.52
CDA	PILOT THOMAS LOGISTICS	12/28/2023	10007	39.13
CDA	PTS	12/28/2023	10008	85.00
CDA	QUADIENT FINANCE USA, INC	12/28/2023	10009	.73
CDA	QUILL CORP	12/28/2023	10010	86.99
CDA	SHAW HR CONSULTING, INC.	12/28/2023	10011	192.50
CDA	SOUTHERN CALIFORNIA EDISON	12/28/2023	10012	2,234.35
CDA	STATE WATER RESOURCES CONTROL BOARD	12/28/2023	10013	1,651.00
CDA	US Foods, Inc.	12/28/2023	10014	664.86
CDA	VERIZON WIRELESS	12/28/2023	10015	625.30
CDA	WALTER MORTENSEN INS.	12/28/2023	10016	100.00
CDP	DIRECT DEPOSIT TOTAL	12/01/2023	92201	111,619.79
CDP	DIRECT DEPOSIT TOTAL	12/15/2023	92202	106,296.68
CDP	DIRECT DEPOSIT TOTAL	12/29/2023	92203	109,671.05
CDPT	EMPLOYMENT DEV. DEPT.	12/01/2023	120123200	6,138.00
CDPT	GREAT-WEST LIFE & ANNUITY	12/01/2023	120123201	5,348.04
CDPT	IRS	12/01/2023	120123202	21,893.22
CDPT	PERS	12/01/2023	120123203	32,394.76
CDPT	PERS DEFERRED COMP	12/01/2023	120123204	1,868.75
CDPT	CALPERS MEDICAL	12/13/2023	121523200	85,575.56
CDPT	EMPLOYMENT DEV. DEPT.	12/19/2023	121523201	5,708.00
CDPT	GREAT-WEST LIFE & ANNUITY	12/13/2023	121523202	2,618.04
CDPT	IRS	12/19/2023	121523203	19,336.89
CDPT	PERS	12/13/2023	121523204	31,919.41
CDPT	PERS DEFERRED COMP	12/13/2023	121523205	1,868.75
Grand Totals:				<u><u>1,029,491.01</u></u>

CITY OF BISHOP
CITY COUNCIL MEETING MINUTES
NOVEMBER 13, 2023

1) CALL TO ORDER

Mayor Ellis called the meeting of the Bishop City Council to order at 5:31 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) ROLL CALL

PRESENT:

Councilmember Kong
Councilmember Schwartz
Councilmember Muchovej
Mayor Pro Tem Garcia
Mayor Ellis

ABSENT:

None.

OTHERS PRESENT:

Deston Dishion, City Administrator
Robin Picken, City Clerk
Dean J. Pucci, City Attorney

3) PUBLIC COMMENT PRIOR TO CLOSED SESSION

No public comments were made.

4) CLOSED SESSION

4.A) Conference with Legal Counsel - Initiation of Litigation pursuant to Government Code § 54956.9(c): 1 Potential Case

4.B) Conference with Legal Counsel - Existing Litigation pursuant to Government Code § 54956.9: City of Bishop vs. Schat: Case No: SI CV CV2368971

Closed Session began at 5:32 p.m. Closed Session ended at 6:06 p.m.

5) OPEN SESSION - 6:00 P.M. Monday, November 13, 2023

Mayor Ellis called the open session of the Bishop City Council to order at 6:10 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

6) MOMENT OF SILENCE - As we begin another meeting tonight, let us pause for a brief moment of silence to individually reflect, meditate, pray, or engage in other silent activity.

Mayor Ellis announced a moment of silence.

7) PLEDGE OF ALLEGIANCE - Councilmember Schwartz will lead the pledge of allegiance.

8) ROLL CALL

ABSENT:

None.

PRESENT:

Councilmember Kong

Councilmember Schwartz

Councilmember Muchovej

Mayor Pro Tem Garcia

Mayor Ellis OTHERS PRESENT:

Deston Dishion, City Administrator

Robin Picken, City Clerk

Dean J. Pucci, City Attorney

Bret Russell, Fire Chief

Nate Derr, Police Chief

Nora Gamino, Public Works Director

Anastasiia Budnyk, Assistant Planner

Dan McElroy, Community Services Manager

9) PUBLIC COMMENT

Public Comments were made by:

Crystal Lopez, of Bishop, California, reported that both of her daughters were hit in front of the Police Station on West Line Street (State Route 168), and spoke to her concern that the next day another student was hit on their way to school while crossing Main Street (Highway 395). Crystal Lopez recommended, when considering improvements on Main Street, that flags be made available at crosswalks for people to carry across the street to not only signal drivers to slow down for pedestrians, but for pedestrians to be cautious as well when crossing the street in order to help minimize accidents.

Rick Klug, a local resident, recited a prayer.

No further public comments were made.

10) REPORT ON ACTIONS TAKEN IN CLOSED SESSION AS REQUIRED BY LAW

To report on actions taken in Closed Session as required by law, Mayor Ellis announced that no action was taken in closed session.

11) INTRODUCTION AND SWEARING IN CEREMONY OF NEWLY HIRED FIRE CHIEF

Mayor Ellis performed the swearing in ceremony for newly hired Fire Chief Bret Russell.

12) PRESENTATIONS

12.A) City of Bishop Specific Plan Receives State Award of Excellence - Presented by Assistant Planner Ana Budnyk.

Assistant Planner Budnyk proudly presented the Council with the "2023 Award of Excellence - Comprehensive Plan-Small Jurisdiction" received from the American Planning Association recognizing the City of Bishop's Specific Plan.

12.B) NHHA Healthcare and Housing Advisors (NHHA) Rural Healthcare Strategy for Inyo and Mono Counties - Presented by NHHA Business Development Manager Brennan Campbell.

NHHA Rural Healthcare Strategy - Updated Presentation 11/13/2023

Council received a presentation from NHHA Business Development Manager Brennan Campbell, Chief Executive Officer Paul Leon, Senior Advisor Karin Kalk, and Chief Strategy and Innovation Officer Dr. Clayton Chau on their rural healthcare pilot program for Inyo and Mono Counties. After answering all of Council's questions, Council thanked NHHA for their presentation and expressed their interest in seeing how things progress for them.

12.C) Caltrans Bishop Pavements Project - Presented by Caltrans District 9 Project Manager Jill Tognazzini.

CALTRANS Bishop Pavements Project - Presentation 11/13/2023

Council received a presentation on the upcoming California Department of Transportation (Caltrans) Bishop Pavements Project from Caltrans District 9 Project Manager Jill Tognazzini, Traffic Safety Engineer Lianne Talbot, and Design Manager Brad Rockwell. After answering all of Council's questions, the Council thanked them for their presentation, information, and feedback.

12.D) Sierra Business Council (SBC) Update on Community Economic Resilience Fund (CERF) Funding and the Business Resource Center - Presented by Stacy Corless and Allan Pietrasanta.

Sierra Business Council - Presentation 11/13/2023

Council received an update from Sierra Business Council Board Chair Allan Pietrasanta on the current status of the Business Resource Center in Bishop.

Sierra Business Council Government and Community Affairs Director Stacy Corless and CERF Eastside Project Navigator Magnolia Barra shared their presentation with Council on CERF, soon to be known as California Jobs First, program objectives, design, and available funding.

After answering all of Council's questions, the Council thanked them for their presentation and updates.

13) COUNTY OF INYO UPDATE

Second District Supervisor Jeff Griffiths was not available to join this meeting.

14) DEPARTMENT REPORTS

14.A) Fire Department - Fire Chief Bret Russell

Fire Department Report - October 2023

Fire Chief Russell first thanked everyone for the warm welcome and reported to Council on the top items he is currently working on 1. Morale, 2. Training, and 3. Professionalism; learning who is who in his department, work associates, and agencies; thanked council again for the opportunity and expressed his excitement to see what the future will bring; and recognized the Bishop Fire Department volunteer firefighters for all they do.

14.B) Police Department - Police Chief Nate Derr

Police Department Report - October 2023

Police Chief Derr reported to Council on the number of calls received, community outreach, updated department social media, provided an update on staff training, and researching funding sources and grants available to address police department projects.

14.C) Public Works Department - Public Works Director Nora Gamino

Public Works Department Report - October 2023

Public Works Director Gamino reported to Council on building permit software with Inyo County with OpenGov (80-20 split county/city); working with Jill Tognazzini from Caltrans to incorporate the West Line Main Waterline Project with scheduled Caltrans projects, announced the Bishop Area Wastewater Authority meeting on November 14, 2023 at 8:00 A.M.; announced the Fall Street Sweeping Schedule and asked everyone to please move your vehicles on the designated days in order to sweep and inspect roads.

14.D) Community Services Department - Community Services Manager Dan McElroy

Community Services Department Report - October 2023

Community Services Manager McElroy reported to Council on holiday decorations going up on Main Street and garland on Warren Street, announced the upcoming Street of Lights event on December 2nd, bringing the City Park Front Playground Replacement Project to Council at their regular meeting on November 27th for their approval, provided a gymnastics and programs update, announced that the city will be hosting two "Kids Night Out" in December, provided a bike park update, and an update on the Urban Greening Grant.

14.E) Planning Department - Assistant Planner Ana Budnyk

Planning Department Report - October 2023

Assistant Planner Budnyk reported to Council on a number of applications for large projects that include zoning updates, and a hotel applying for a conditional use permit

just south of Vons.

14.F) Administration - City Administrator Deston Dishion

City Administrator Report - October 2023

City Administrator Dishion reported to Council on discussions relating to a regional dispatch center study, and will bring to Council an agreement to work with a lobbyist over the next year relating to obtaining earmarked funds for the City of Bishop.

CONSENT CALENDAR

Consent calendar items are considered routine matters which may be enacted by one motion and roll call vote. Any item may be removed from the consent calendar and considered separately by City Council.

15) CONSENT CALENDAR FOR APPROVAL/FILING

15.A) City Council Meeting Minutes

MINUTES 09 11 2023

City Council Meetings Cancellation Notice - 09 25 2023 AND 10 10 2023

MINUTES 10 23 2023

15.B) Second Reading and Adoption of an Ordinance Approving One-Way Access For Delivery Vehicles Only In The Alley.

Cover Page

Attachment_A_An_Ordinance_One-Way_Access_for_Delivery_Vehicles_Only_in_the_Alley.pdf

Attachment_B_Site_Map.pdf

15.C) Bishop Fire Deputy Fire Chief Job Description

Deputy Fire Chief Job Description

16) CONSENT CALENDAR FOR INFORMATION/FILING

16.A) Services Agreement Between the City of Bishop and Inyo Council for the Arts

Cover Page

Inyo Council for the Arts Services Agreement

16.B) Building Permit Issued Report

October 2023 - Building Permit Issued Report

16.C) Parks and Recreation Commission Meeting Cancellation Notice - October 25, 2023

Parks and Recreation Commission Meeting Cancellation Notice - 10/25/2023

16.D) Parks and Recreation Commission Special Meeting Agenda - November 1, 2023

Parks and Recreation Commission Special Meeting Agenda - 11/01/2023

No public comments were made.

Motion/Councilmember Schwartz Seconded/Councilmember Kong
Councilmember Schwartz made a motion to approve the Consent Calendar as presented.

Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis

Noes: None

Abstain: None

Absent: None

17) NEW BUSINESS

17.A) City of Bishop Parking Demand and Land Use Study

Cover Page

TO_2_Parking Demand and Land Use Study Draft

Assistant Planner Budnyk reviewed this item with Council.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Garcia
Councilmember Muchovej made a motion to approve the Planning Department to execute the City of Bishop Parking Demand and Land Use Study under the provisions of the As Needed, On-Call Civil Engineering Service Agreement between the City of Bishop and Wood Rogers Inc. that was executed on July 1, 2023 with a not-to-exceed amount of \$154,140.

Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis

Noes: None

Abstain: None

Absent: None

18) FUTURE AGENDA ITEMS

Councilmember Muchovej requested that Council brainstorm on what we can do and what we would want to do on deed restrictions of new development.

Mayor Pro Tem Garcia requested an update on the sidewalk study.

Mayor Ellis requested that staff bring back for Council consideration the purchase of traffic crossing devices to be placed in school zones when Caltrans completes their street work.

No Council Member objected to any of the items requested above.

19) COUNCIL AND COMMITTEE REPORTS

Council Members reported on meetings and community events that they attended.

20) ADJOURNMENT

The Mayor adjourned the meeting at 8:46 p.m. to the City Council Meeting scheduled for Monday, November 27, 2023 at 6:00 p.m. in the City Council Chambers.

Jim Ellis, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MEETING MINUTES
NOVEMBER 27, 2023

1) CALL TO ORDER

Mayor Ellis called the meeting of the Bishop City Council to order at 6:02 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) MOMENT OF SILENCE - As we begin another meeting tonight, let us pause for a brief moment of silence to individually reflect, meditate, pray, or engage in other silent activity.

Mayor Ellis announced a moment of silence.

3) PLEDGE OF ALLEGIANCE - Councilmember Muchovej will lead the pledge of allegiance.

The Pledge of Allegiance was led by Councilmember Muchovej.

4) ROLL CALL

PRESENT:

Councilmember Kong
Councilmember Schwartz
Councilmember Muchovej
Mayor Pro Tem Garcia
Mayor Ellis

ABSENT:

None.

OTHERS PRESENT:

Deston Dishion, City Administrator
Robin Picken, City Clerk
Dean J. Pucci, City Attorney
Ethan Aukee, Assistant Finance Director
Bret Russell, Fire Chief
Nate Derr, Police Chief
Nora Gamino, Public Works Director
Dan McElroy, Community Services Manager

5) PUBLIC COMMENT

Public comments were made by:

Dustin del Giudice, a local resident, spoke on behalf of this region's very large soccer community and announced that they would like to present the Murphy family with a memorial bench, tree, and plaque in memory of their daughter Quinn who loved the game of soccer. The memorial bench, tree, and plaque will be placed where Quinn and many others have enjoyed playing soccer at the City Park.

Cam Lemons, a local resident, recited a prayer.

No further public comments were made.

6) DEPARTMENT REPORTS

Fire Chief Russell reported to Council on the preparations for the December 2, 2023 Christmas Parade, participated in a statewide medical and health training exercise along with Chief Derr, registered for the December 12-14, 2023 Cal Cities Fire Chiefs Leadership Seminar, reviewed calls and responses by the Bishop Fire Department, met with Bishop Rural Fire Protection District (BRFPD) Chair Mike Holland and Bishop Paiute Tribal officials relating to the contract with the BRFPD and the Bishop Paiute Tribe and the potential purchase of a ladder truck, and a Burton Fire representative will be coming out to give a presentation on what ladder trucks they have available for purchase tomorrow at 4:00 PM.

Police Chief Derr reported to Council on the year's call volume, meetings with Chief Russell preparing for the upcoming Christmas Parade and the statewide medical and health training exercise, the upcoming Operation Santa event and route, the Shop with a Cop event, a public service announcement to be mindful that this is the time of year that criminals are going through unlocked vehicles and taking packages off front porches, and working collaboratively with the schools and Inyo County Office of Education for a rotational School Resource Officer (SRO) program.

Public Works Director Gamino reported to Council that there will be two updates later in tonight's agenda relating to a purchase of a new vacuum truck and the purchase of permit software. Director Gamino reminded Council and the public of the street sweeping schedule, reported on preparations for the upcoming Christmas Parade set up and the Friday Night Market on this coming Saturday, a public service announcement reminding people of Fats, Oils, and Grease (FOG) in the sewer system - never pour FOG into the wastewater system.

Community Services Manager Dan McElroy reported to Council on their staff's work on putting up Christmas decorations and preparing for the upcoming Christmas Parade, his appreciation given to Bishop Chamber of Commerce and Information Center's Executive Director Tawni Thomson for all the work they do to work together to get the whole town decorated, the Park staff is working hard to clean up leaves in our parks and at the Sunrise Mobile Home Park, scheduled two Kids Nights Out for December, a gymnastics camp in early January, an adult co-ed volleyball program at the end of January, and during winter break will be working on scheduling summer camp and summer hiring needs.

City Administrator Deston Dishion reported to Council that the Parking Study/Strategic Planning of City Properties will kick off on December 13, 2023, attended a meeting last week with Inyo and Mono County Administrators and the Town Manager from the Town of Mammoth Lakes to discuss air service, CERF Planning Grants, and regional police dispatch, announced that there will be new artwork placed in the Clark Wing hallway by C5 Arts Studio, and a Planning Commission Meeting is scheduled for Thursday, December 14, 2023 at 6:00 PM.

7) PROCLAMATIONS

- 7.A) Proclamation - Home Health and Hospice Care Week December 4, 2023 – December 8, 2023 – Requested by Pioneer Home Health Care, Inc./Hospice of the Owens Valley Administrator Ruby Allen, RN.

Proclamation Home Health Hospice Week 2023 11 27.pdf

Council read and presented the Proclamation to Pioneer Home Health Care, Inc./Hospice of the Owens Valley Administrator Ruby Allen, RN. Administrator Allen thanked the Council for the proclamation and announced the Light Up A Life Hospice Tree Lighting Ceremony on November 30, 2023 which the Council and the public are invited to attend.

- 8) BISHOP AREA CHAMBER OF COMMERCE & INFORMATION CENTER UPDATE

- 8.A) Bishop Area Chamber of Commerce and Information Center Update Report

BACC&IC Report - November 27 2023

Bishop Chamber of Commerce and Information Center Executive Director Tawni Thomson reviewed her report submitted to Council. Council thanked Tawni Thomson for her report.

- 9) COUNTY OF INYO UPDATE

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

CONSENT CALENDAR

Consent calendar items are considered routine matters which may be enacted by one motion and roll call vote. Any item may be removed from the consent calendar and considered separately by City Council.

- 10) CONSENT CALENDAR FOR APPROVAL/FILING

- 10.A) Monthly Budget Report for the Month of October 2023

Monthly Budget Report for the Month of October 2023

- 10.B) Financial Reports for the Month of October 2023

Cover Page

Bank Reconciliation Report - October 2023

Combined Cash Report - October 2023

Investment Portfolio Report - October 2023

Warrant Register Report - October 2023

- 10.C) Capital Equipment Replacement, Vacuum Truck

Cover Page

Vactor Impact Brochure

Vactor Impact Quote

11) CONSENT CALENDAR FOR INFORMATION/FILING

11.A) Planning Commission Meeting Agenda

November 28, 2023 - Cancelled

No public comments were made.

Motion/Councilmember Schwartz Seconded/Councilmember Kong
Councilmember Schwartz made a motion to approve the Consent Calendar as presented.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

12) NEW BUSINESS

12.A) Recommended List of Grant in Support Awards

Cover Page

Recommended List of Awards for Grants in Support 2023-2024

Assistant Finance Director Aukee reviewed this item with Council.

Out of the 9 total applications received, Council discussed the six recommended list of awards for Grants in Support 2023-2024.

Altrusa International of the Eastern Sierra to redo of the Bishop Police Department Mural Police Department at 207 W. Line St. Amount requested: \$10,000.00
Recommended Award: \$10,000.00

Bishop Area Bike Association for the Bishop Bike Park at the City of Bishop Park
Amount requested: \$4,000.00 Recommended Award: \$4,000.00

Bishop Museum and Historical Society for the Wells Fargo Timelines Through History at the Laws Railroad Museum and Historical Site - Wells Fargo Building
Amount requested: \$8,000.00 Recommended Award: \$8,000.00

Eastern Sierra Artists DBA: C5 for Art in Storefronts at various locations in downtown Bishop
Amount requested: \$7,110.00 Recommended Award: \$6,000.00

Eastside Student Center for a Patio Project & Kitchen Update at 162 W Line St.
Amount requested: \$8,000.00 Recommended Award: \$8,000.00

Helping Hands 4 Housing Inc. for the Housing Liaison Program based in Bishop,
Remote Services
Amount requested: \$11,100.00 Recommended Award: \$11,100.00

Total requested amount: \$48,210.00; Total recommended award amount: 47,100.00

No public comments were made.

Motion/Councilmember Kong Seconded/Councilmember Schwartz
Councilmember Kong made a motion to approve the recommended list of awards for
grants in support for 2023-2024.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej,
Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

12.B) Front Playground Replacement Project

Cover Page

City of Bishop GameTime Construction Agreement

Front Playground Scope of Service

Proof of Insurance GameTime

Community Services Manager McElroy reviewed this item with Council.

No public comments were made.

Motion/Councilmember Kong Seconded/Councilmember Muchovej
Councilmember Kong made a motion to approve waiving the formal bidding
procedures pursuant to Municipal Code Section 3.24.16 (A); approve the purchase
and installation of the front playground in an amount not to exceed \$115,218.48; and
to execute the Construction Agreement with PlayCore Wisconsin Inc. dba GameTime
for the Front Playground Replacement Project.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej,
Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

12.C) Building Permitting and Inspection Memorandum of Understanding with
Inyo County, Amendment 3

Cover Page

Amendment 3_Inyo Co MOU Building Permitting and Inspection

Inyo Co MOU Building Permitting and Inspection

OpenGov Permitting Proposal

OpenGov Quote for Inyo County

OpenGov Master Service Agreement

Public Works Director Gamino made one more public service announcement related to newly pre-approved additional dwelling unit (ADU) designs. Although these new ADU designs are pre-approved, the public still needs to know that you still need to go through the building and safety permitting process.

Public Works Director Nora Gamino and Senior Building Inspector Tyson Sparrow reviewed this item with Council.

Public comments were made by:

Jeff Griffiths, Second District Supervisor and Bishop resident, asked if this software will connect to Inyo County Environmental Health. Senior Building Inspector Sparrow confirmed that this software will be inter-connected with the County and the City and all departments as Director Gamino specified in her report.

No further public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Garcia
Councilmember Muchovej made a motion to approve Amendment 3 to the Memorandum of Understanding Between the City of Bishop and Inyo County for Building Permitting and Inspection.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

13) FUTURE AGENDA ITEMS

Councilmember Muchovej, with consensus from Council, asked that Mayor Ellis sign a letter to the Inyo County Board of Supervisors expressing Council's support in using the South Street property for the Surplus Land Act.

Councilmember Kong, with consensus from Council, asked that a joint meeting with the Bishop Rural Fire Protection District be scheduled in January.

Mayor Pro Tem Garcia, with consensus from Council, asked that a joint meeting be scheduled with the Bishop Paiute Tribal Council.

No further requests were made for future agendas items.

14) COUNCIL AND COMMITTEE REPORTS

Council Members reported on meetings and community events that they attended or will be attending.

15) ADJOURNMENT

The Mayor adjourned the meeting at 7:49 p.m. to the City Council Meeting scheduled for Monday, December 11, 2023 at 6:00 p.m. in the City Council Chambers.

Jim Ellis, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
DECEMBER 11, 2023

1) CALL TO ORDER

Mayor Ellis called the meeting of the Bishop City Council to order at 6:02 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) MOMENT OF SILENCE - As we begin another meeting tonight, let us pause for a brief moment of silence to individually reflect, meditate, pray, or engage in other silent activity.

Mayor Ellis announced a moment of silence.

3) PLEDGE OF ALLEGIANCE - Mayor Pro Tem Garcia will lead the pledge of allegiance.

The Pledge of Allegiance was led by Mayor Pro Tem Garcia.

4) ROLL CALL

PRESENT:

Councilmember Kong
Councilmember Schwartz
Councilmember Muchovej
Mayor Pro Tem Garcia
Mayor Ellis

ABSENT:

None.

OTHERS PRESENT:

Deston Dishion, City Administrator
Robin Picken, City Clerk
Dean J. Pucci, City Attorney
Ethan Aukee, Assistant Finance Director
Bret Russell, Fire Chief
Nate Derr, Police Chief
Nora Gamino, Public Works Director
Dan McElroy, Community Services Manager

5) PUBLIC COMMENT

Public comments were made by:

Jeff Griffiths, representing the Inyo Council for the Arts, presented a state of the arts report to Council on behalf of Lynn Cooper who was unable to attend this meeting. Jeff Griffiths also announced the retirement of Inyo Council for the Arts Executive Director Lynn Cooper after 23 years of service and introduced Inyo Council for the Arts newly appointed Executive Director Sharon Freilich who has been on board since

November. Jeff Griffiths ended his report to Council by asking Council to consider recognizing Lynn Cooper for her support for the arts in Bishop at a future meeting.

Rick Klug, a local resident, recited a prayer.

No further public comments were made.

6) DEPARTMENT REPORTS

6.A) Fire Department - Fire Chief Bret Russell

Fire Department Report - November 2023

Fire Chief Russell reported to Council on the number of calls received, a public service announcement made on the 9-1-1 dispatching process for the Bishop Volunteer Fire Department, the assignment of Captains to assume duty officer coverage, a live fire training held last Wednesday which he observed the skill levels of their volunteers, announced the high number of volunteers responding to calls and attending training, an update on how the fire department hires new members, and announced his appreciation to local volunteers for their time given to respond to calls, as well as to local businesses and their owners for allowing the Bishop Fire Department volunteers to respond to calls during working hours. Shared a public service announcement relating to keeping your live Christmas trees watered and answered questions relating to propane gas calls.

6.B) Police Department - Police Chief Nate Derr

Police Department Report - November 2023

Police Chief Derr reported to Council on the number of calls received, assisting the Chamber of Commerce, Fire Department and Public Works Department at the Christmas parade, the Shop with a Cop event and thanked Police Sergeant Scobie and Jessica Scida from the District Attorney's office for their work in organizing this year's Shop with a Cop event, the upcoming Operation Santa event, and shared a public safety announcement relating to being aware of criminal activities this time of year and tips to help you protect yourself from becoming a victim of a crime of opportunity.

6.C) Public Works Department - Public Works Director Nora Gamino

Public Works Department Report - November 2023

Public Works Director Gamino reported to Council on several capital projects: the East Line Street Bridge project, the West Line Water Main Replacement project, and highlighted the consent calendar item addressing a task order to finish off work on Warren Street.

6.D) Community Services Department - Community Services Manager Dan McElroy

Community Services Department Report - November 2023

Community Services Manager McElroy reported to Council on continued work on putting up holiday decorations and all the work that needs to be done for all of the

events going on, increase on park field use, announced upcoming programs, and working with the Community Garden on the bid process to seek a general contractor for the Urban Greening Grant project.

6.E) Planning Department - Assistant Planner Ana Budnyk

Planning Department Report - November 2023

Assistant Planner Ana Budnyk was absent and excused.

6.F) Administration - City Administrator Deston Dishion

City Administrator Report - November 2023

City Administrator Dishion reported to Council on the upcoming parking study, the Planning Commission Meeting scheduled for Thursday, December 14, 2023, a meeting to be scheduled with all of the fire chiefs and individuals who run Emergency Medical Services (EMS) in the area in order to discuss the completed EMS study and findings, a meeting with the United States Department of Agriculture (USDA) to discuss their loan programs to address future large capital projects, and a meeting with Inyo County Treasurer on available small County treasury loans.

7) PRESENTATIONS

7.A) 2023 Employee Service Awards

Police Chief Derr introduced Police Records Clerk Victoria Toy to Council to recognize her for her five years of service with the City of Bishop. Mayor Ellis presented Victoria Toy with her service award and thanked her for her years of service.

Public Works Director Gamino announced that all three public works staff members were unable to be in attendance since they were all working on addressing a current water leak. Therefore, she announced that she was sorry they were unable to be present and expressed her appreciation to Public Works Lead Maintenance Worker Hector Martinez for five years of service, Public Works Maintenance Worker Jake Kiddoo for fifteen years of service, and Public Works Secretary Michele Rhew for fifteen years of service. Mayor Ellis was sorry to have missed them and asked Public Works Director Gamino to please present each of them with their service award on behalf of the City Council.

City Administrator Dishion introduced City Clerk Robin Picken to Council to recognize her for ten years of service with the City of Bishop. Mayor Ellis presented Robin Picken with her service award and thanked her for her years of service.

8) CONSENT CALENDAR

9) CONSENT CALENDAR FOR APPROVAL/FILING

9.A) 2024 City of Bishop City Council, Planning Commission, and Parks and Recreation Commission Meetings

2024 COUNCIL & COMMISSION MEETINGS

9.B) Assistant Fire Chief Job Description

Assistant Fire Chief Job Description

Assistant Fire Chief Job Description Essential Function Analysis

9.C) Community Services Officer Job Description

Community Services Officer Job Description

9.D) Full Time Monthly Salary Schedule - July 1, 2023 - June 30, 2024

2023-2024 Full Time Monthly Salary Schedule

9.E) South Warren Street Improvement Design Task Order

Cover Page

South Warren Street Improvements Design Task Order

10) CONSENT CALENDAR FOR INFORMATION/FILING

10.A) Building Permit Report

Building Permit Report - November 2023

No public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Garcia
Councilmember Muchovej made a motion to approve the Consent Calendar as
presented.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej,
Mayor Pro Tem Garcia, Mayor Ellis

Noes: None

Abstain: None

Absent: None

11) NEW BUSINESS

11.A) 2022 - 2023 Audited Financial Statements

Cover Page

2022 - 2023 Audited Financial Statements

Assistant Finance Director Aukee reviewed this item with Council.

No public comments were made.

Council thanked Assistant Finance Director Aukee for his report and after answering all of Council's questions, the following motion was made.

Motion/Councilmember Muchovej Seconded/Councilmember Kong
Councilmember Muchovej made a motion to approve and accept the City of Bishop's audited financial statements for fiscal year 2022-2023.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

11.B) Proposition 4 Calculations Report, Gann Appropriations Limit

Cover Page

2023 Proposition 4 Calculations Report

Assistant Finance Director Aukee reviewed this item with Council.

Public comments were made by:

Noe Gadea, who asked about the status of the Lagoon Street project. Council advised Noe Gadea that the item that addresses Lagoon Street was just approved on the consent calendar under Item 9E. South Warren Street Improvement Design Task Order.

No further public comments were made.

Motion/Mayor Pro Tem Garcia Seconded/Councilmember Schwartz
Mayor Pro Tem Garcia made a motion to approve and accept the report as presented.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

11.C) Approve Expenditure to Acquire the Services of Rojas Communications Group

Cover Page

Bishop Proposal from Rojas Communications Group

City Administrator Dishion reviewed this item with Council.

No public comments were made.

Motion/Councilmember Schwartz Seconded/Councilmember Muchovej
Councilmember Schwartz made a motion to approve the expenditure of \$4,000.00 per month for services provided by Rojas Communications Group with a not to exceed

amount of \$48,000 for 12 months starting February 1, 2024.
Motion passed 5-0

Ayes: Councilmember Kong, Councilmember Schwartz, Councilmember Muchovej, Mayor Pro Tem Garcia, Mayor Ellis
Noes: None
Abstain: None
Absent: None

11.D) Bishop City Park Facility Use 2023-2024

Cover Page

Community Use and Partnerships

Facility Use 2022-2023

Council discussed and provided staff with the following input on facility use at the City Park.

- There is no reason not to provide lighting on Fields 2 and 3.
- Review current fees and charges and consider charging more for field use.
- Move strategically forward on developing Fields 5 and 6.
- Look at where we are and where we need to be in order to come to fruition on the Parks Master Plan.
- Update the Park Master Plan with our current fields.
- Let us make the most efficient use of the space we have.
- Look at the field behind the elementary school to maximize all the fields that are available to use that are not just City owned and maintained.
- Council asked City Administrator Dishion and Community Services Manager McElroy to see how they can facilitate a conversation with the schools and the use of other fields in the city with lights.
- Evaluate what is the economic impact and the return on investment to the City.
- Update the Park Master Plan which was done in 2009.
- If we want soccer here, we need painted lines, flat fields, and adjacent to each other.
- Field 6 is in very poor condition, need to bring up to shape.
- Figure out a strategic plan.

No public comments were made.

11.E) Call for Selection of Mayor and Mayor Pro Tem

Cover Page

City Administrator Dishion reviewed this item with Council and called for the election of Mayor and opened the nominations.

Councilmember Schwartz nominated Jose Garcia for Mayor. Mayor Ellis seconded.

No further nominations were made.

No public comments were made.

Mayor Ellis asked for a motion to close the nominations.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Garcia
Councilmember Muchovej made a motion to close the nominations.

Motion passed 5-0

Ayes: Councilmembers Kong, Schwartz, Muchovej, Mayor Pro Tem Garcia, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

Mayor Ellis called for a motion to elect Jose Garcia as Mayor for the City of Bishop.

Motion/Councilmember Muchovej

Seconded/Councilmember Kong

Councilmember Muchovej made a motion to elect Jose Garcia as Mayor for the City of Bishop.

Motion passed 5-0

Ayes: Councilmembers Kong, Schwartz, Muchovej, Mayor Pro Tem Garcia, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

Newly elected Mayor Garcia thanked Jim Ellis for his service as Mayor and presented him with a gavel, that reads as follows, in honor of his past service as Mayor.

JIM ELLIS

MAYOR

CITY OF BISHOP

12/12/2022-12/11/2023

12/10/2018–12/09/2019

12/09/2013–12/08/2014

Mayor Garcia called for the election of Mayor Pro Tem and opened the nominations.

Councilmember Schwartz nominated Karen Kong for Mayor Pro Tem.

No further nominations were made.

No public comments were made.

Mayor Garcia asked for a motion to close the nominations.

Motion/Councilmember Muchovej

Seconded/Councilmember Ellis

Councilmember Muchovej made a motion to close the nominations.

Motion passed 5-0

Ayes: Councilmembers Kong, Schwartz, Muchovej, Ellis, and Mayor Garcia

Noes: None

Abstain: None

Absent: None

Mayor Garcia called for a motion to elect the Mayor Pro Tem for the City of Bishop.

Motion/Councilmember Muchovej

Seconded/Councilmember Schwartz

Councilmember Muchovej made a motion to elect Karen Kong as Mayor Pro Tem for the City of Bishop.

Motion passed 5-0

Ayes: Councilmembers Kong, Schwartz, Muchovej, Ellis, and Mayor Garcia
Noes: None
Abstain: None
Absent: None

Public comment was made by Mexican Consulate Adriana Gonzalez Carrillo who congratulated Mayor Garcia and Mayor Pro Tem Kong for their election.

Mayor Garcia shared comments both in English and Spanish relating to his election as Mayor for the City of Bishop and what it means to him both personally and politically.

Public comment was made by Mayor Garcia's daughter Michelle Garcia who congratulated Mayor Garcia and Mayor Pro Tem Kong for their election. Michelle Garcia also thanked everyone for their respect in staying to hear her father's comments which he has expressed his appreciation to reach his "American Dream" and has done all this work for this community and this town.

No further public comments were made.

11.F) Mayoral Committee and Agency Appointments for 2024

Cover Page

Council Committee & Agency Appointments 2023

Mayor Garcia reviewed this item with Council. After Council reviewed and discussed the current Mayoral Committee and Agency Appointments, Council came to a consensus to:

1. Update the City/County Liaison Committee appointments to: Mayor Garcia and Councilmember Ellis with Alternate Appointee Mayor Pro Tem Kong.
2. Discontinue the Bishop Fire Department Fire Executive Committee. The City Council and the Bishop Rural Fire Protection District Board of Commissioners will meet in joint meetings instead.
3. Update the Desert Mountain Division - Voting Delegate to Mayor Garcia with Alternate Councilmember Ellis.

No further changes were requested.

No public comments were made.

12) FUTURE AGENDA ITEMS

Councilmember Muchovej, with consensus from the Council, asked City staff to bring a discussion relating to what the City of Bishop can or cannot do to bring a company to Bishop.

No other requests were made.

13) COUNCIL AND COMMITTEE REPORTS

Council Members reported on meetings and community events that they attended.

14) ADJOURNMENT

The Mayor reminded everyone that the Tuesday, December 26, 2023 regular meeting is cancelled and adjourned the meeting at 8:23 p.m. to the City Council Meeting scheduled for Monday, January 8, 2024 at 6:00 p.m. in the City Council Chambers.

Jim Ellis, Mayor

Attest: _____
Robin Picken, City Clerk



*Small Town with a
Big Backyard!*

CITY OF BISHOP

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

**Building Permit Fees
Received: \$19,395.09**

Department of Public Works Building Permits Issued

12/2023

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
12/19/2023	Bishop KM Associates LLC 1200 North Main Street Cosco Fire Protection	Alarm Check	\$10,000.00	\$2.80	\$1.00
12/7/2023	1650 LLC 1440 Highway 6	Sign	\$8,000.00	\$0.00	\$0.00
12/4/2023	A&A Hospitality 649 North Main Street Dean's Plumbing and Heating, I	Relocate Condenser	\$1,500.00	\$0.50	\$1.00
12/4/2023	Al Amiri 789 North Main Street Rollins Electric	Sign Lighting	\$1,000.00	\$0.50	\$1.00
12/1/2023	Jason Molinar Brune Mortuary 325 West Elm Street Allen's Construction	Reroof	\$12,000.00	\$3.36	\$1.00
12/1/2023	Northern Inyo Hospital 155 Pioneer Lane TBD	Cell Tower Antennas	\$20,000.00	\$5.60	\$1.00
12/1/2023	Los Angeles Dept. of Water an 300 Mandich Street	LADWP BAO Solar and EV Chargers	\$820,000.00	\$229.60	\$33.00
12/1/2023	Eric Rose 777 North Main Street	Airstream Trailer Placement	\$5,000.00	\$4.20	\$1.00
Commercial Totals			\$877,500.00	\$246.56	\$39.00

Residential

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
12/6/2023	Kelly Karl 675 Grove Street Bishop Heating and Air, Inc.	Mini Split	\$9,949.52	\$1.30	\$1.00
12/19/2023	Jason Chien 212 Hanby Avenue	Repair Building Damage	\$10,000.00	\$1.30	\$1.00
12/1/2023	Laura Moran 507 East Line Street Amerigas Propane	New Gas Tank Set	\$500.00	\$0.50	\$1.00
12/1/2023	Rosaura Garcia 128 Sneden Street	Bathroom Remodel	\$6,500.00	\$0.85	\$1.00
Residential Totals			\$26,949.52	\$3.95	\$4.00

**Building Permit Fees
Received: \$19,395.09**



City of Bishop Planning Commission

There will be no Planning Commission Meeting
January 23, 2024

The next regularly scheduled meeting will be
February 27, 2024

Bishop City Council Chambers
301 West Line Street
Bishop, CA 93514
760-873-8458



Agenda Item: 10.A
Date of Meeting: January 22, 2024
Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: PARKS AND RECREATION COMMISSION - Appoint one commissioner to fill a scheduled vacancy on the Parks and Recreation Commission with a term ending on March 25th, 2024.
Prepared On: January 16, 2024
Attachments: Patty Cummings Request for Reappointment on the Parks and Recreation Commission
A-3 Commission Appointments - Council Policy Manual

Background/History:

According to the City Council Policy Manual under Section A-3 Commission Appointments, Procedure for filling vacancies on the Planning Commission, and Parks and Recreation Commission, it states, "1. Except as otherwise determined by the City Council, approximately two months before the expiration of an existing term, the City shall advertise and seek applicants for the upcoming vacancy. Notice of the advertisement is to be provided to the Council Members. Incumbents, as well as new applicants, are encouraged to apply." Under this policy the Council has the option to not advertise and seek applicants for the upcoming vacancy should they wish to consider reappointing the current commissioner, Patty Cummings, whose current term ends on March 25th, 2024.

Analysis/Discussion:

Parks and Recreation Commissioner Patty Cummings addressed a letter dated January 9th, 2024, to the City Council requesting to be reappointed. Commissioner Cummings has served on the Parks and Recreation Commission for four years. In that time, Commissioner Cummings has provided unmatched insight into the City of Bishop community needs, is essential in the success of our City League Softball and has volunteered at Parks and Recreation Community Events.

Economic Impacts:

None

Budget Impacts:

There are no budget impacts. The City's Fiscal Year 2023-2024 Budget includes compensation of no more than \$50.00 per month for up to five Parks and Recreation Commissioners pursuant to the City of Bishop Municipal Code.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to reappoint Patty Cummings to the Parks and Recreation Commission with a term ending on March 25th, 2028.

Approved By: Deston Dishion 1/16/2024

Approved By: Dean J. Pucci 1/17/2024

Approved By:

Approved By:

1-8-24

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

RECEIVED

JAN - 9 2024

CITY OF BISHOP

Re: Parks and Recreation Commission

Dear City Council:

I would like to ask to be reappointed to the Bishop Parks and Recreation Commission when my term expires on March 25, 2024

I have enjoyed serving on the Parks and Recreation Commission for the last 4 years and would appreciate the opportunity to continue to serve on this commission for another four-year term.

Thank-you for your consideration.

Sincerely,



Patty Cummings
331 May Street
Bishop, Ca. 93514

COMMISSION APPOINTMENTS

A-3

A-3

All interested prospective applicants for appointment to any Commission shall submit, in writing, their request containing pertinent information as to their qualifications. Applications are available in the City Clerk's Office.

A screening committee, composed of two Councilmembers, appointed by the Mayor and approved by the City Council; two Commissioners (from the Commission where the vacancy exists), appointed by the Chairman and approved by the Commission; and the City Administrator shall review the applications for each commission vacancy, interview applicants if deemed appropriate and check such reference as they may deem expedient, then make a nomination to the City Council for filling the commission vacancy.

PROCEDURE FOR FILLING VACANCIES ON THE PLANNING COMMISSION, PARKS AND RECREATION COMMISSION AND WATER AND SEWER COMMISSION

1. Except as otherwise determined by the City Council, approximately two months before the expiration of an existing term, the City shall advertise and seek applicants for the upcoming vacancy. Notice of the advertisement is to be provided to the Council Members. Incumbents, as well as new applicants, are encouraged to apply.
2. When an unexpected vacancy occurs, advertising should begin as soon as possible. In all cases of expiring terms and vacancies, the position should be advertised for a minimum of three weeks with a firm deadline being set.
3. Applicants residing within the jurisdictional boundaries of the City of Bishop should be encouraged to make application.

Amended: 4-9-12

Amended: 11-08-99

Adopted: 12-23-78