



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

MONDAY, MARCH 11, 2024 - 5:00 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 - 5:00 PM. Monday, March 11, 2024
2. ROLL CALL
3. PUBLIC COMMENT PRIOR TO CLOSED SESSION

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

4. CLOSED SESSION

A. **Conference with Legal Counsel - Initiation of Litigation pursuant to Government Code Section 54956.9(c): (2 Cases)**

5. OPEN SESSION - 6:00 P.M. Monday, March 11, 2024

6. **MOMENT OF SILENCE** - As we begin tonight's meeting, please join me in a moment of silence for self-meditation, prayer, or reflection.

7. **PLEDGE OF ALLEGIANCE** - Mayor Garcia will lead the pledge of allegiance.

8. ROLL CALL

9. 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.

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

11. PRESENTATIONS

A. **Update on Community Mural-Public Art** – Presented by C5 Studios Co-Directors Erin Dews and Naomi Hart Johnson.

12. DEPARTMENT REPORTS

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

A. **Fire Department Report - Fire Chief Bret Russell**
[Fire Department Report - February 2024](#)

B. **Police Department - Police Chief Nate Derr**
[Police Department Report - February 2024](#)

C. **Public Works Department - Public Works Director Nora Gamino**
[Public Works Department Report - February 2024](#)

D. **Community Services Department - Community Services Manager Dan McElroy**
[Community Services Department Report - February 2024](#)

E. **Planning Department - Assistant Planner Ana Budnyk**

[Planning Department Report - February 2024](#)

F. **Administration - City Administrator Deston Dishion**

[City Administrator Report - February 2024](#)

13. **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.

A. **[A Resolution Authorizing Application to, and Receipt of, Prohousing Incentive Program Funds.](#)**

Recommended Action: Council consideration to adopt the proposed Resolution authorizing submittal of an application to the California Department of Housing and Community Development (HCD) for \$650,000 in funding from Round 2 of the Prohousing Incentive Pilot (PIP) Program on the Consent Calendar under Approval/Filing.

[RESOLUTION - APPLICATION TO FOR AND RECEIPT OF PROHOUSING INCENTIVE PROGRAM FUNDS](#)

B. **[General Plan 2023 Annual Progress Report](#)**

Recommended Action: Staff requests Council to review and accept the General Plan 2023 Annual Progress Report and direct staff to submit the report to the Governor's Office of Planning and Research and to the State Department of Housing and Community Development on the Consent Calendar under Approval/Filing.

[General Plan 2023 Annual Progress Report](#)
[2023-housing-element-annual-progress-report](#)

C. **Building Permits Issued Report**

Recommended Action: Council consideration to approve this item on the Consent Calendar under Information/Filing

[February 2024 - Building Permit Issued Report](#)

14. **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 May 13, 2024.](#)**

Recommended Action: Council consideration to reappoint Cheryl Underhill to the Parks and Recreation Commission with a term ending on May 13, 2028.

[Letter requesting reappointment C.Underhill 2024 03 04.pdf](#)
[Attach B_A-3 COMM APPOINTMENTS - COUNCIL POLICY MANUAL.pdf](#)

B. **[Adoption of the Mitigated Negative Declaration for the East Line Street Bridge Replacement Project](#)**

Recommended Action: Council consideration to approve a resolution to approve and adopt the Mitigated Negative Declaration for the East Line Street Bridge Replacement Project and authorize the Public Works Director to sign the Notice of Determination.

[Resolution No. 2024-\(xx\) MND E. Line Bridge 2024 03 11](#)
[Response to Comments Memo](#)
[Appendix A - Comment Letters](#)

C. **Resolution - City Fees and Charges Fiscal Year 2024-2025**

Recommended Action: Council consideration to approve the resolution amending and restating certain fees and charges for city services.

[Notice of Public Hearing](#)

[Staff Memorandums on Potential Changes](#)

[Proposed Resolution Amending and Restating Certain Fees and Charges](#)

15. FUTURE AGENDA ITEMS

16. COUNCIL AND COMMITTEE REPORTS

17. ADJOURNMENT

MEETING CANCELLED - Monday, March 25, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers.

Monday, April 8, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers.

**THIS
DEPARTMENT REPORT
IS
PENDING**

Bishop Police Department

End of month report February 2024

			JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
TOTAL INCIDENTS			1106	985										
	CALLS FOR SERVICE		625	583										
	OFFICER INITIATED INCIDENTS		481	402										
		TRAFFIC STOPS	78	60										
		OTHER OIA INC.	403	342										
		BUS/BUILDING CHECKS	2	10										
		VEH/PED CHECKS	42	33										
TOTAL OFFICER REPORTS			87	74										
	ACCIDENT		3	0										
	CRIMINAL ACCIDENT		3	2										
	FELONY		22	18										
	INFORMATION		23	28										
	INFRACTION		0	0										
	MISDEMEANOR		31	26										
	TC WITH INJURIES		1	1										
	TC NO INJURIES		5	1										
TOTAL MISDEMEANOR & FELONY ARRESTS			21	15										
	MISDEMEANOR ARRESTS		13	7										
		ADULT	13	7										
		JUVENILE	0	0										
	FELONY ARRESTS		8	8										
		ADULT	8	8										
		JUVENILE	0	0										
CITATIONS			73	48										
	MOVING		21	7										
	NON-MOVING		42	17										
	CRIMINAL		10	24										

		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
DISPATCH PHONE ACTIVITY													
911 CALLS		180	167										
	INBOUND	169	161										
	ABANDONED	11	6										
ADMINISTRATIVE CALLS		1107	923										
	INBOUND	776	656										
	OUTBOUND	325	260										
	ABANDONED	5	7										



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Public Works Report

February 2024

Water

1. Water consumption for the month was down 7.5% compared to February 2013.
2. Took monthly bacteria samples.
3. Checked static water levels at Wells #1, #2 and #4.
4. Removed large Locust tree that fell at the storage tank site. Clean up and repair chain link fence.
5. Assist homeowners on Johnston Dr. to locate their water service lines.

Sewer

1. Continue cleaning problem sewers within the city, continue systematic cleaning of sewer mains in the collection system.
2. Took monthly Biological Oxygen Demand (BOD) samples.
3. Continue to inspect sewer manholes for water infiltration.
4. Video sewer mains in various locations to investigate for root problems and ground water infiltration.
5. Perform maintenance on irrigation ditches and spread effluent in discharge area due to lack of storage in ponds at the WWTP.
6. Work on removing Tumble weeds around WWTP Facilities.
7. Talked with the managers of Smart & Final and Upper Crust about grease issues coming from their facilities and causing problems in our sewer system.
8. Continued to serve as the Administrator for the Bishop Area Wastewater Authority, including writing a grant application for funding and hiring Willdan Engineering to provide on-call assistance to increase staff capacity of the Authority.

Streets

1. Routinely checked the Sierra Bike Path for trash and debris.
2. Clean up tree branches along City streets after storm events.
3. Work on repairing dirt shoulders along City streets damaged by rainstorms.

February 2024

Page 1 of 2



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4. Patched potholes along City streets.
5. Cleaned debris from storm drain inlets during heavy rains.
6. Video Storm drain on Warren St. to verify the roof drains at C5 Studio are connected to the storm drain. Found that both are.
7. Hosted a field walk for the City's Active Transportation Plan grant application for the Sierra Bike Path. In attendance were Caltrans District 9 staff, Caltrans Headquarter staff, California Transportation Commission staff, LADWP real estate office staff, the School District Superintendent, Eastern Sierra Engineering, and City staff including Public Works, Police, and Administration.

Miscellaneous

1. Provide weekly safety meetings for PW crew.
2. Marked city utilities for Dig Alert tickets.
3. Performed routine maintenance on Public Works fleet.
4. Install new roll up door for the Parks Maintenance Shop.
5. Install new gate opener for the Police Dept.
6. Attended a presentation from USDA Rural Development on the loan and grant programs they offer and discussed City and BAWA projects with them.
7. Attended an OpenGov kickoff and welcome call to begin working towards a on-line permitting system.



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Community Services Report

February 2023

Programs

1. After School Stay and Play program is operating at the Elm Street School, Monday through Friday. As we move into spring, we will be attending BUHS sports games and creating spring holiday crafts. Preparations for upcoming school year, registration set to open in Mid-April.
2. Adult fitness classes with Ashley McLaughlin at the City Auditorium has ended the Winter Session. Adult Fitness will resume in the future based on the availability of the Instructor.
3. The Bishop Park Pool is closed for the season. Began review of seasonal staff for opening in April. Hired a new Aquatics Coordinator, and training has begun.
4. Kids Night Out will have a break in January and start back up in April. We will host this program at the City Hall Auditorium and will have a Spring theme.
5. Gymnastics Winter session is winding down. March will be the last month of this session. Preparations for Spring Session are complete and will open in April.
6. Developed first draft After School Program Operation Manual. Operations Manuals for Gymnastics and Kids Night Out are complete. Focus continues the City Park Pool manual. A draft Manual is out for review.
7. Coed Volleyball League play has begun. We will be hosted at the East Gym at BUHS. League play will be on Tuesday and Thursday nights from 6pm to 9:30 pm. Hosted Managers meeting to discuss scheduling and league play February 9th at 6pm.
8. Summer camps preparations have begun and will continue through January and February. All camps have dates for registration and payments uploaded into Sportsites. Registration will open in April.
9. Added new Senior Yoga class hosted at the City Auditorium on Mondays and Wednesdays at 10am.
10. Preparation for Fish Camp will take place in the month of March. This camp will be hosted at the City Park on April 27th and 28th. Registration will open in April.

11. Preparation for City League Softball League has begun. Registration will open in April.

Parks and Facilities

1. Baseball/Softball field preparations have begun. Includes: tilling, leveling, and edging of all four sports fields.
2. Aeration of Sports Fields and City Park.
3. Hosted Eastern Sierra Girls Softball player evaluations on Field 1. 200 participants.
4. Clean up and painting of City Park Rear Restrooms due to graffiti.
5. Seasonal routine maintenance of all mowing and landscape equipment.
6. Meet with Community Gardeners to address flood concerns.
7. Daily maintenance of the City Park Pool. Preparations for upcoming season.
8. Daily routine of trash and cleaning of restrooms.
9. Cleaned debris from the creek, pond, and fountain.
10. Use of blower on Main Street Mondays and Fridays.
11. Cleanup of leaves and debris at Sunrise Mobile Home Park, City Park, and City parking lots after winter storms.
12. Seasonal adjustments made to all City irrigation and City Park. As we move into Spring, Irrigation systems will be Audited for function and set for operation.
13. Hosted Mammoth CIF Soccer on Field 6.
14. Completed work on the pump house at the Park pool. Items to address are routine pump maintenance, filtration, heating units, and leaks in the pump inlet.
15. Work to address painting and interior issues in the Pool House has begun.
16. Field 1, 2 and 4 use: Bishop Union High School Softball and Baseball.
17. Use of Fields 2,3 and 4 by Bishop Little League.
18. Field 6: Spring AYSO soccer.
19. Spring tree trimming at the City Park is ongoing.

20. Worked with Bike Park Group on moving old materials for the Bike Park Area, to facilitate track construction. Phase one pump track is complete and work has begun on the skills area.
21. Contacted potential vendors for carpet replacement in the Court Rooms as there are multiple tripping hazards. Created schedule with Inyo Courts to facilitate the carpet replacement.
22. Installed new roofing on the Tennis Shed, due to winter storm damage.

Sunrise

1. Daily routine of trash, debris, and inspections.
2. Collected rents and payments for utilities.
3. Weekly routine maintenance of all lawns, landscapes, and common areas.
4. Began planning process of street and sidewalk replacement. Consultant has begun general design. Design is complete. We are seeking funding to complete this project.
5. Winterization of water connections for all units.

Budget/Administrative

1. Held weekly staff meetings Tuesdays and Wednesdays.
2. Attended by-weekly City Council meetings.
3. Attended weekly Department Head Meetings.
4. Participated in Mid-Year Budget review and reallocations with budget team. Hosted by Finance Director.
5. Organized all Youth Sports Organizations on the use of Sportsites for schedules and games.
6. Communication with Bishop Area Bike Organization for the installation and maintenance of the Bike Park. Phase one Pump Track is complete, and the group has begun work on the Skills Track.
7. Hired new Aquatics Coordinator. Began onboarding process and training. Selected dates for interviews. Selected dates for Lifeguard training for both new and returning staff.

8. Conducted interviews with potential new staff members for Gymnastics and Summer Camps.
9. California Urban Greening Grant has been awarded to the City of Bishop, coordination with the Friends of the Eastern Sierra Community Gardens. Began solicitation with Eastern Sierra Engineering to draft plans for bidding documents. Facilitated meeting with Community Gardeners to address funding allocated in the grant.
10. Received the approval from City Council for the Front Playground Replacement Project. PlayCore Gametime will be installing the new play structure in the coming weeks, depending on the weather.
11. Developed Services Agreement for Playhouse 395. This agreement is under review.

Events

1. City Park staff will provide support to the Bishop Chamber with the equipment for the Blake Jones Trout Derby.
2. Preparation for the first annual Foodie Fiesta. Plan to host a food vendor event on Church Street on April 27th.
3. Participated in preparation meeting for the 4th in Bishop. Located at the City Park.



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Planning Department Report

February 2024

1. Worked with city staff on outlining the projects for California Jobs First funding, and submitted 22 projects.
2. Downtown Bishop Parkways Project (Whitney Alley):
 - Worked with Stantec Engineers on preparing to start construction documentation.
3. Zone Change:
 - Worked with the developer and city attorney to rezone the parcel at 711 Hammond Street, Planning Commission Hearing is scheduled for March 26th.
4. Worked on the PLHA contract with Eastern Sierra Community Housing (former MLH).
5. Continued working on the application for Proposing Designation (through HCD):
 - Completed application draft and prepared a resolution for Council's approval.
6. Participated in the site visit for the ATP Plan Grant, attended the Caltrans workshop, and worked with Nora Gamino and consultants from Eastern Sierra Engineering on the PSA.
7. Attended an OpenGov kickoff and welcome call to begin setting up workflows for an online permitting system.
8. Worked with City Staff on updating the Strategic Plan.
9. Worked with a property owner and City Attorney on the requirements for SB-9 subdivision.



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City Administrators Report

February 2024

1. After careful consideration Administration and the Fire Chief made the decision to stop the recruitment process for a Deputy Chief. A less costly plan will be put in place to cover the needs of the Deputy Chief position.
2. Met with the Chief Executive Officer and Public Works Director of the Bishop Paiute Tribe as well as Indian Health Services to discuss the future of Wastewater Treatment in the Bishop region.
3. Remotely participated in the Inyo County Board of Supervisors meeting to ask the Board to reconsider the zoning designation of the County owned property on West Jay Street.
4. Participated in multiple meetings with Federal and State representatives to bolster our chances to receive Earmark funds.
5. Continued the effort to develop a strategic plan for City owned properties and a city-wide parking study with Wood Rogers.
6. Continue to work with LADWP and the Bishop Chamber on acquiring a new site for the Bishop Chamber of Commerce. The Chamber has acquired the services of Eastern Sierra Engineering for architecture and civil improvements.
7. Continued the process of working with a developer to develop a parcel of land within the city limits for multi-family housing. This project will involve rezoning and will be heard at the March 26th Planning Commission meeting.
8. Met with the Inyo County Administrator and the Director of Public Health to start the process of contracting for a long-term solution to Emergency Medical Services in the Bishop area.
9. Continue to routinely meet with Adam Perez to discuss LADWP land that can be made available for housing. We also discussed how to utilize vacant lots on Main Street.

10. Continue to meet with Assistant City Attorney Russel Hildebrand and a development group out of Pasadena to develop a plan to move properties acquired from LADWP forward as soon as possible when sale is completed.
11. Participated in a meeting with the California Transportation Commission to promote future ATP projects.
12. Continued meeting with each department within the city to discuss strategies to manage their department more efficiently and effectively.
13. Continued to work closely with the Personnel Department, Risk Management and California Joint Powers Authority to manage claims within the city.
14. Attended the ESCOG meeting in Mammoth.
15. Continued conversations with the Bishop Volunteer Firefighters association to better understand roles and responsibilities between the City and the association.
16. Met individually with City Council members on a weekly basis.
17. Facilitated weekly Department Heads meetings.
18. Worked closely with Personnel to navigate several personnel issues.



Agenda Item: 13.A
Date of Meeting: March 11, 2024
Department: Planning

STAFF REPORT

To: City Council
From: Ana Budnyk
Subject: **A Resolution Authorizing Application to, and Receipt of, Prohousing Incentive Program Funds.**
Prepared On: March 6, 2024
Attachments: RESOLUTION - APPLICATION TO FOR AND RECEIPT OF PROHOUSING INCENTIVE PROGRAM FUNDS

Background/History:

On February, 26, 2024, Council adopted Resolution No. 2024-06, authorizing an application to and participation in the Prohousing Designation Program. A completed Prohousing Designation application with an authorizing resolution, must be submitted prior to or in conjunction with the applicant's Prohousing Incentive Program (PIP) application.

On January 23, 2024, HCD announced the release of a Round 2 Notice of Funding Availability (NOFA) and final Guidelines (Attachment 1) for approximately \$9.4 million for the PIP Program. According to HCD, the PIP Program is an "...investment the state is making to reward jurisdictions at the forefront in addressing California's housing crisis..." and "...is designed to reward local governments with Prohousing Designation with additional funding to accelerate affordable housing production and preservation." Eligible activities include:

- i. The development of low- and moderate-income multifamily rental housing.
- ii. Affordable rental and ownership housing for individuals and households with incomes up to 120 percent of area median income.
- iii. Matching portions of funds placed into local or regional housing trust funds.
- iv. Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund.
- v. Capitalized reserves for services connected to the creation of new permanent supportive housing, including, but not limited to, developments funded through the Veterans Housing and Homelessness Prevention Bond Act of 2014.
- vi. Assisting persons who are experiencing or at risk of homelessness.

vii. Accessibility modifications. viii. Efforts to acquire and rehabilitate foreclosed vacant homes.

ix. Homeownership opportunities, including, but not limited to, down payment assistance.

x. Fiscal incentives or matching funds to local agencies that approve new housing for low- and moderate-income households.

Funding under the PIP Round 2 NOFA and Guidelines follows a formula based on the population size of the local jurisdiction and bonus points based on an eligible applicant's Prohousing Designation application score, plus an additional \$10,000 for each point of the score. Based on the preliminary score of 50 points, the maximum funding the City can apply for is \$650,000.

Analysis/Discussion:

The City of Bishop will use the PIP funds to supplement PLHA program funds for the predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, affordable rental and ownership housing that meets the needs of a growing workforce earning up to 120 percent of area median income, or 150 percent of area median income in high-cost areas.

The funds will also be used for predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, and moderate-income households, including necessary operating subsidies; and homeownership opportunities, including, but not limited to, down payment assistance.

Economic Impacts:

None

Budget Impacts:

None

Legal Review:

Recommended Action:

Council consideration to adopt the proposed Resolution authorizing submittal of an application to the California Department of Housing and Community Development (HCD) for \$650,000 in funding from Round 2 of the Prohousing Incentive Pilot (PIP) Program on the Consent Calendar under Approval/Filing.

Approved By: Ethan Aukee 3/6/2024

Approved By: Robin Picken 3/6/2024

Approved By: Dean Pucci 3/6/2024

Approved By: Deston Dishion 3/6/2024

RESOLUTION NO. 2024-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP,
STATE OF CALIFORNIA, AUTHORIZING APPLICATION TO FOR, AND
RECEIPT OF, PROHOUSING INCENTIVE PROGRAM FUNDS.**

WHEREAS, pursuant to Health and Safety Code 50470 et. Seq, the California Department of Housing and Community Development (Department) is authorized to issue Guidelines as part of an incentive program (hereinafter referred to by the Department as the Prohousing Incentive Program or “PIP”); and

WHEREAS, the City Council of City of Bishop desires to submit a PIP grant application package (“Application”), on the forms provided by the Department, for approval of grant funding for eligible activities toward planning and implementation activities related to housing and community development as a result of meeting eligibility criteria including but not limited to Prohousing Designation; and

WHEREAS, the Department has issued Guidelines and Application on January 23, 2024 in the amount of \$9,483,402.17 for PIP;

Now, therefore, the City Council of City of Bishop (“Applicant”) resolves as follows:

SECTION 1. The City Administrator is hereby authorized and directed to submit an Application to the Department in response to the NOFA, and to apply for the PIP grant funds in a total amount not to exceed \$650,000.00;

SECTION 2. In connection with the PIP grant, if the Application is approved by the Department, the City Administrator of the City of Bishop is authorized and directed to enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of \$650,000.00, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PIP grant, the Applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the Guidelines, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the Guidelines and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

PASSED, APPROVED AND ADOPTED this 11th day of March 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

The undersigned, Robin Picken, City Clerk of the City of Bishop, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the City of Bishop City Council adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

Jose Garcia, Mayor

ATTEST: _____
Robin Picken, City Clerk

STATE OF CALIFORNIA }
COUNTY OF INYO }
CITY OF BISHOP }

I, Robin Picken, City Clerk for the City of Bishop, do hereby certify that the whole number of members of the City Council of said City of Bishop is five (5); that the foregoing Resolution No. 2024-__ was duly passed and adopted by said City Council; approved and signed by the Mayor of said City; and attested by the City Clerk of said City, all at a regular meeting of said City Council, held on February 26, 2024, and that the same was so passed and adopted by the following roll call vote.

AYES:

ABSENT:

NOES:

DISQUALIFIED:

WITNESS, my hand and the seal of the City of Bishop this 27th day of February 2024.

Robin Picken, City Clerk
CITY OF BISHOP



Agenda Item: 13.B
Date of Meeting: March 11, 2024
Department: Planning

STAFF REPORT

To: City Council
From: Ana Budnyk
Subject: **General Plan 2023 Annual Progress Report**
Attachments: General Plan 2023 Annual Progress Report
2023-housing-element-annual-progress-report

Background/History:

The General Plan Annual Progress Report provides the City Council with information regarding the implementation of the General Plan. It provides pertinent information to the Office of Planning and Research to identify necessary modifications and improvements to the General Plan Guidelines. The report is also provided to California Housing and Community Development to track progress on the City's progress in achieving Regional Housing Needs Allocations.

Analysis/Discussion:

The City of Bishop is required by State law to have a legally adequate General Plan (Government Code sec. 65300 et seq), which primarily addresses the physical development of the City. As part of its General Plan, the City is required by State law to include the following seven elements 1) Land Use, 2) Circulation, 3) Housing, 4) Conservation, 5) Open Space, 6) Noise, 7) Safety (sec. 65301(c)). The City's General Plan also includes three optional elements Economic Development, Public Services/Facilities, and Parks/Recreation.

The General Plan serves as the City's long-term blueprint for the community's vision of future growth, and governs the direction of development within the City. All land use, zoning, and subdivision approvals are required to be consistent with the General Plan (DeVita v. County of Napa, 9 Cal. 4th 763, 812 n. * (1995)).

All elements of the City of Bishop General Plan are available for review on the City of Bishop website: <https://www.cityofbishop.com/departments/planning/general-plan/>

Economic Impacts:

N/A

Budget Impacts:

None

Legal Review:

Recommended Action:

Staff requests Council to review and accept the General Plan 2023 Annual Progress Report and direct staff to submit the report to the Governor's Office of Planning and Research and to the State Department of Housing and Community Development on the Consent Calendar under Approval/Filing.

Approved By: Deston Dishion 3/6/2024

Approved By:

Approved By:

Approved By:



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

General Plan 2023 Annual Progress Report

A Year in Review

Each year, the City of Bishop is required to prepare an annual progress report to the City Council, the Governor's Office of Planning and Research (OPR), and the State Housing and Community Development Department (HCD) (sec. 65400(b)) providing a summary of the City's progress towards implementing the General Plan in accordance with adopted goals, policies, and action items.

Over the past year, the City of Bishop has continued efforts towards the implementation of long-term community visions and goals, including implementation of the Downtown Specific Plan and Mixed-Use Overlay and Economic Development Elements goals, park improvements, kicking off the Land Use and Parking Study to identify land for housing development, and coordination with non-profit housing partners on applications for affordable housing funding, homelessness prevention, and safe emergency shelters.

The following report summarizes actions and projects completed during 2023 towards the implementation of the City of Bishop General Plan.

Background

The City of Bishop is the only incorporated city in Inyo County. Bishop has a geographic area of approximately two square miles and a current population of 3,879 (US Census). Bishop's City Council, Planning Commission, and Parks and Recreation Advisory Committee hold regular meetings encouraging implementation of the General Plan and its various elements (the Water and Sewer Commission was disbanded in 2020).

The City of Bishop is required by State law to have a legally adequate General Plan (Government Code sec. 65300 et seq), which primarily addresses the physical development of the City. As part of its General Plan, the City must include the following seven elements: 1) Land Use, 2) Circulation, 3) Housing, 4) Conservation, 5) Open Space, 6) Noise, 7) Safety (sec. 65301(c)). The City's General Plan also includes three optional elements: Economic Development, Public Services/Facilities, and Parks/Recreation.

Analysis

The City has a current 2022-2030 Housing Element. The City's Mobility Element Update was completed early in 2012, and the Land Use Element and Municipal Code are scheduled for review and updating over the next few years (depending on funding

availability). The City will also be working on a comprehensive General Plan update to meet legislative requirements as staffing and funding allow.

The following discussion summarizes the status and the implementation progress of individual Elements during the calendar year 2023.

Land Use Element

The Land Use Element establishes the framework to direct the physical development of the City and to form the organization of the City's environment. The Land Use Element establishes the function and form of the City because it is a composite statement of the goal, strategies, and actions of the other elements of the General Plan. It serves as the primary vehicle for ensuring the logical organization of residential, commercial, industrial, and public facilities and services. The Land Use Element also provides the public decision-makers and residents with a guide in understanding the long-range intentions in the City. The Land Use Element designates the location and extent of land categories such as housing, business, industry, public facilities, and open space. It includes the City's land use goals and policies, and a land use map designating land accordingly. The progress toward implementation of the Land Use Element includes the continued processing of development applications throughout the community.

During the 2023 calendar year, the City:

- Approved the contract for the Downtown Bishop Parkways Green Alley Design, Whitney Alley, and completed public outreach and concept design for the project. The project directly implements Goal 1 of the Economic Development Element of the General Plan to create a vibrant, authentic, and pedestrian-friendly downtown that is a destination for residents and tourists.
- The City Council approved an ordinance Amending Title 16 Removing the Requirement for Processing and Approval of the County Surveyor and County Director of Public Works for Final Maps and delegating such duties to the City Surveyor by title only. This will significantly expedite the timing of processing SB9 applications.
- Adopted an Ordinance Relating to Vacant Building and Storefront Nuisances.
- Approved the Memorandum of Understanding between the City of Bishop and the Friends of the Eastern Sierra Community Gardens for the administration of the California Urban Greening Grant aimed at enhancing infrastructure at the Bishop Community Garden.
- The City continues to partner with the Los Angeles Department of Water and Power (LADWP) to identify additional properties that could potentially be made available for purchase, consistent with goals to provide diverse and attractive housing stock.

- The City of Bishop facilitated the transfer of an approximately three-acre property from the City of Los Angeles to a non-profit housing developer (Visionary Homebuilders) for a proposed 72-unit low-income housing development known as Silver Peaks. Visionary Homebuilders submitted a third application under the Housing and Community Development Multifamily Housing Program Super Notice of Funding Availability. The application was not awarded, and this project will not move forward with absent funding assistance from HCD. This property represents the only property in Bishop not owned by the City of Los Angeles for an affordable housing development opportunity. HCD needs to prioritize assistance and award of multi-family housing funding applications in Bishop and the Eastern Sierra. The developer is currently applying for ASHC funds with the City's input.
- The City of Bishop has formally initiated discussions with the City of Los Angeles for divestiture of the two residentially zoned parcels adjacent to the Silver Peaks parcel. The Los Angeles Department of Water and Power process for releasing property is lengthy and independent of the City of Bishop.
- Permitted new housing units through “encouraging infill and redevelopment of existing private land.”
 - Issued permits for one new unit in the Highest Resource Zone, and one new unit in High Resource Zone, one in Moderate Resource Zone, as identified in the 2024 HCD Opportunity Map
- Approved certificates of occupancy for two storefront cannabis retailers. This supports Land Use Element's commercial goals by encouraging a greater diversity of goods and services consistent with local, regional, and various recreational needs.
- Approved the request for a Conditional Use Permit to allow for the 80-room hotel on the vacant plot of land.
- Implemented signage enforcement to remove non-compliant signage based on the recently adopted Bishop Municipal Code Chapter 85 Entitled “Signage.”

Economic Development

The purpose of the Economic Development Element is to identify the most impactful goals leveraging the strengths of Bishop to allow the existing business to flourish, attract and encourage investment in Bishop, and support a vibrant, sustainable economy. The vision of the Economic Development Element is: “To be a regional economic and

commercial hub with a multitude of services for both residents and visitors. Bishop strives to be a diverse, well-rounded, welcoming, sustainable, vibrant community that collaboratively promotes its unique Eastern Sierra location and provides year-round business and outdoor recreation opportunities.” The five guiding goals of the Economic Development Element encompass generally: downtown revitalization, regional promotion of the Eastern Sierra, investment in existing and new businesses – including expansion and adoption of broadband capabilities, strengthening Bishop’s educational, healthcare, and retail sectors, and securing reliable, regional air service at the Bishop Airport.

During the 2023 calendar year, the City:

- Approved Comprehensive Economic Development Strategy for the Eastern Sierra Region, prepared by the Eastern Sierra Council of Governments (ESCOG).
- Adopted the City-Wide Strategic Plan for 2023-2028.
- Promoted “infill redevelopment of vacant or underutilized commercial sites” through Planning Commission consideration of adaptive reuse projects:
 - Approved the request for a Conditional Use Permit to allow for 80-room Hotel Development on a vacant lot.
- Partnered with regional partners to secure reliable commercial air service at the Bishop Airport.
- Coordinated with Inyo County, the Small Business Administration (CSU Bakersfield), the Bishop Chamber of Commerce, and the Sierra Business Council to start construction of the Small Business Development Center in downtown Bishop.
- Provided information to interested entrepreneurs related to available commercial sites, existing businesses, and free small business development consulting services available through the Small Business Development Center located at CSU Bakersfield.”

Mobility

The Mobility Element of the General Plan sets out the desired goals and strategies for enhancing mobility in and near the City. It is closely coordinated with the Land Use, Housing, Noise, and Public Facilities Elements of the General Plan in recognition of the interrelationships between them. The Mobility Element includes all travel modes, addressing mobility in the context of driving, cycling, walking, and accessibility to transit and air services. Along with the other elements of the General Plan, it focuses on the economic stability and vitality of the City, while providing for safe and efficient means of travel within the City and adjacent areas. The Mobility Element sets out the desired goals and strategies for enhancing mobility in and near the City. The improvement of existing facilities and the construction of new facilities can further the purpose of the Mobility Element.

During the 2023 calendar year, the City:

- Collaborated with the Local Transportation Commission to identify project priorities for future Active Transportation Plan (ATP) and Regional Transportation Plans (RTPs) funding and provided recommendations on plan revisions.
- Engaged with the community and approved concept design for the Downtown Bishop Parkways project, which aims to revitalize Downtown Bishop by implementing green infrastructure solutions, reducing the heat-island effect, providing safe ADA-compliant pedestrian paths, and enhancing the community's sense of place while fostering economic growth by supporting small businesses and entrepreneurs.
- Collaborated with Caltrans on their Bishop Pavements Project to improve the sidewalk landscaping and furniture on Main Street throughout the downtown core.
- Kicked off the final design for South Warren Street, Lagoon Street, and South Street improvements.
- Kicked off design and completed environmental documents for the East Line Bridge Project that proposes to replace the existing 18.5-foot span, 30-foot wide structure with a new bridge with a 30-foot span and 60-foot width structure on East Line Street at the Bishop Creek Canal.

Housing

The City's growth is constrained on all four sides: on the north, east, and south by properties owned by other public entities; and on the west by the Bishop Paiute Indian Reservation. Bishop has approximately four hundred acres of undeveloped land of varying zoning designations. However, the City is constrained in planning for their future use because these lands are owned by LADWP for the provision of water to the City of Los Angeles and are not available for development. Existing available residential vacant land within the City limits is minimal – in fact, there are only approximately 2.72 acres of private, residentially zone

d land in the City of Bishop. Of the 440.55 acres of undeveloped land within City limits, 19.66 acres are privately owned. In a sense, these constraints require the City to emphasize compact development; that is, there are very limited locations where the City may grow.

In 2016, the Planning Commission and City Council reviewed and approved an application to subdivide a 2.75-acre parcel into 15 residential parcels to be developed as single-family residences. In 2020, the property developer requested to alter the development proposal to keep the existing nursery business as a mixed-use development, which would reduce the net new housing by two units. Construction on this project is in progress. In 2021, construction began on the first phase of new homes. The certificates of occupancy have not been issued.

In 2018, the City negotiated an agreement with the LADWP for the release of approximately three acres of land for affordable housing development. The property was transferred to a non-profit limited partnership in 2020 for the construction of approximately 70 affordable housing units. The City of Bishop is working with the non-profit developer to secure necessary grant and loan funding through the California Department of Housing and Community Development (HCD) to begin construction. Visionary Homebuilders submitted a third application under the Housing and Community Development Multifamily Housing Program Super Notice of Funding Availability. The application was not awarded, and this project will not move forward with absent funding assistance from HCD. This property represents the only property in Bishop not owned by the City of Los Angeles for a development opportunity. HCD needs to prioritize assistance and award multi-family housing funding in Bishop and the Eastern Sierra.

- Approved Memorandum of Understanding Between the City of Bishop and Inyo County for Building Permitting and Inspection.
- Kicked off the City of Bishop Parking Demand and Land Use Study to identify sites to be released under the Surplus Land Act for affordable housing development.

A. Progress in Meeting the City's Share of Regional Housing Needs for Housing Element Planning Period 2021-2029

The following information is provided to comply with progress report requirements of the Government Code regarding meeting the City's share of regional housing needs for the Housing Element planning period 2021-2029.

- 24 units extremely low-income and low-income households.
- 20 units of low-income households.
- 21 units of moderate-income households.
- 53 units above moderate-income households.

Table B (attached) provides a detailed summary of Bishop's progress in meeting regional housing needs for the 2021-2029 Housing Element planning period. The information in the table shows the number of residential units that have been built. During this planning year eight new units were completed.

- Two new accessory dwelling units received a building permit in 2023.
- One hundred thirty-one rehabilitations of units occurred throughout the City of Bishop in 2023. These rehabilitations consisted of weatherization, insulated window replacement, energy-efficient water heaters, and space heating units, and electrical and plumbing repairs. These rehabilitations are not included as

part of the Regional Housing Needs Allocation (RHNA), Table B since they were not identified in the City's Housing Element.

Table B

Income Level		RHNA Allocation by Income Level	Projection Period - 01/01/2019-04/29/2021	2021	2022	2023	2024	2025	2026	2027	2028	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	24	-									-	24
	Non-Deed Restricted		-										
Low	Deed Restricted	20	-									17	3
	Non-Deed Restricted		13	2	4								
Moderate	Deed Restricted	21	-									11	10
	Non-Deed Restricted		11		1	3							
Above Moderate		53	5	1	6							10	43
Total RHNA		118											
Total Units			29	3	11	3						38	80

Note: units serving extremely low-income households are included in the very low-income permitted units' totals. ADUs are counted towards low-income non-deed restricted units.

B. 2023 Housing Element

The 2021-2029 General Plan Housing Element was adopted in August of 2021 by the Bishop City Council. Progress was made toward meeting the goals and policies of the Housing Element. The City continued to work with Mammoth Lakes Housing to improve the supply and quality of housing stock and expand home ownership. The City continues to keep its permitting fees reasonable to encourage the maintenance of dwelling units and properties in need of repair, and encourages infill and redevelopment of existing private land for residential units.

During the 2023 calendar year, the City:

- Was awarded Permanent Local Housing Allocation Program (PLHA) program, approved the annual report, and worked on adopted guidelines and the agreement with Mammoth Lakes Housing to execute the program.
- Approved the contract with OpenGov permitting platform functionality that will have the ability to publicly post status updates on project permit approvals on the internet.

Conservation / Open Space

The Conservation and Open Space Element identifies significant natural and man-made resources that exist within the City and surrounding areas and provides policies and actions for the preservation and best utilization of those resources. Natural resources include mineral deposits, open space/scenic areas, prime agricultural land, and areas containing unique wildlife or vegetation. These natural resources are impacted by human activities, and the principal objective of the resource policies is to minimize impacts as the community grows.

During the 2023 calendar year, the City:

- Conducted ongoing CEQA environmental review and monitoring of development projects.
- The City of Bishop completed the East Line Street Bridge Replacement Project's Public Review Draft Initial Study/Mitigated Negative Declaration
- The City of Bishop in partnership with the Little League, filed CEQA Notice of Exemption (NOE) for the Bishop City Parks Athletic Fields Lighting Project.
- Coordination with regional partners including Inyo County Environmental Health, Lahonton Regional Water Quality Control Board, and the Great Basin Air Pollution Quality Control District.
- Regular monitoring of water quality at Bishop Wells 1, 2, and 4.
- Compliance with AB 52 Tribal Consultation policies.

Noise

The Noise Element is intended to establish policies related to the control and abatement of environmental noise and to protect the citizens of Bishop from excessive exposure to noise. The Noise Element also serves as a guideline for compliance with the State's noise insulation standards. Major sources of noise in Bishop include streets and highways, the Bishop Airport, and noise emitted in conjunction with non-residential land uses. The progress toward implementation of this element includes ongoing control of excessive noise in accordance with the Bishop Municipal Code Sec 8.12 Noise Control.

Safety

The Safety Element identifies goals, objectives and policies for the protection and safety of the general public concerning air quality, seismic and geologic hazards, flooding, hazardous materials, wildland fires, crime, and emergency preparedness. The progress toward implementation of this Element includes ongoing review of development projects for conformance to the Safety Element.

During the 2023 calendar year the City's Fire Department:

- Responded to 428 total calls for service.
- Conducted and documented 35 primary fire safety inspections.
- The Main Fire, a vegetation fire that burned 37 acres and OES Weather Preposition shift for the City of Mammoth Lakes.
- The City Council approved the Cost Share Agreement for Emergency Medical Services with Inyo County and the Bishop Paiute Tribe.
- The volunteer firefighters hosted the Fourth of July fireworks for the Bishop community and a 9/11 Memorial Stair Climb among several other community education and outreach events.

During the 2023 calendar year the City's Police Department:

- Processed 14,940 incidents.
- Made 287 arrests.
- Completed a five-year strategic plan for the Police Department to integrate with the city's five-year plan.
- Sent one officer trainee to the academy who is now working successfully on his own.
- Supported community events such as; Mule Days, Friday Night Markets, Fourth of July events, Labor Day parade, Christmas Parade, Shop with a Cop, and Operation Santa.

- Worked with the Bishop Paiute Tribe youth healing to wellness court.
- Hired a lateral officer who is now assigned as a detective.
- Upgraded Police Department body-worn cameras.
- Replaced two aging vehicles in the fleet.
- Adopted a graffiti ordinance.
- Upgraded our dispatch audio logger.
- Adopted NexGen 911, an initiative aimed at updating the 911 service infrastructure.
- Replaced outdated handguns and shotguns.
- Established a personnel organization structure to be implemented in FY24.

Public Services/Facilities

The purpose of the Public Facilities and Services Element is to set forth policies for the provision of services that are essential to assuring public health and safety. These services include domestic water supply, treatment, and distribution, wastewater collection, treatment, and disposal, building safety, fire protection, and police.

During the 2023 calendar year the City's Public Works:

- Continued to serve as the Administrator for the Bishop Area Wastewater Authority, moving forward with negotiating with the LADWP to acquire 200 acres of land adjacent to the wastewater treatment plant – fulfilling a long-standing goal of the Public Services/Facilities Element.
- Kicked off the design of the West Line Street Water Main replacement from Home Street to Main Street.
- Initiated a system-wide upgrade of the supervisory control and data acquisition (SCADA) system that manages the programmable logic controllers (PLCs) that run the water and wastewater system machinery and components.
- Approved a design contract for improving the stormwater drainage on Johnston Drive.
- High-speed internet was installed by Frontier that covers the entire City and surrounding area.

The Parks and Recreation Element

The Element identifies parks and recreational resources serving the City, suggests ways in which additional recreational needs can be satisfied, and guides the acquisition and development of future parks and recreation areas. Goals, policies, and actions contained in this element are intended to help the City prioritize expenditures on park facilities to achieve a system that best meets the recreational needs of the community.

During the 2023 calendar year, the City's Parks, and Recreation Department:

- Constructed a new concrete path at the City Park Pond Gazebo. Created a link with an existing pedestrian path and ADA access to the Pond Gazebo.
- Collaborated with Caltrans and the Public Works Department on the design of landscaping and irrigation for the North Sierra Highway Project. This project will add enhancements, access, and efficiency for the maintenance of the downtown corridor.
- Continued work with numerous community-based groups to ensure mutual success.
- Enhanced the City Park Tennis Courts to facilitate multi-use space. Added additional paint lines to accommodate user groups such as Pickleball.
- Collaborated with Bishop Area Bike Organization to create and develop the City Park Mountain Bike Park. This project was facilitated by creating and managing a volunteer-based organization to design and construct a multi-phase Mountain Bike Park within the City Park. CEQA NOE were submitted and filed.
- Developed and implemented the Front Playground Replacement Project. The Parks and Recreation Department was successful in applying for the Game-Time Playground Grant. This grant covered a portion of the purchase of new playground equipment. The installation and construction of the Front Playground Replacement Project is set for the Spring of 2024.
- The City of Bishop Parks and Recreation in collaboration with the Eastern Sierra Community Gardner's were successful in applying and receiving the California Urban Greening Grant. The California Urban Greening Grant will provide for the Community Garden Enhancement Project. This project will include irrigation installation, ADA concrete access, and a pergola shade structure. Project construction will begin in the fall of 2024. CEQA NOE were submitted and filed.
- Created Sunrise Mobile Home Park Interior Driveway Improvement Plans. These plans will be used for future construction of driveways and street drainage.

Programs, Events, and Services:

Modifications, evaluations, and adaptations were made to programs based on community needs, staffing capacity, and space availability:

- The City Park Pool operated a regular schedule offering swim team, swim lessons, aquatic classes, dive-in-movies, and public swimming.
- The Bishop City was host to multiple youth organizations throughout the Eastern Sierra region. The City Park hosted both practices and games for Bishop Union High School Baseball, Softball, Soccer, Mammoth High School Baseball, Softball, Soccer, Bishop Little League, AYSO Soccer, Bishop Youth Football, and Eastern Sierra Girls Softball.
- The City of Bishop Civic Auditorium was host to the Girl Scouts, Youth Cheer, Mom's Club, Adult Exercise Classes, Gymnastics, Bishop High School Cheer, Kid's Night Out, Little League, and Girls Youth Softball.
- The Parks and Recreation Department offers a Kids Night Out program for ages 6-12. This program is themed to reflect holidays and special events. The Kids Night Out program is hosted at the City Hall Auditorium once a month.
- Adult Softball and Soccer programs were successful and provide adult programming for the greater Bishop community.
- Eight all-day summer camps and two half-day camps were offered, which filled open opening of registration. Camps included Aquatics, Sports, Art/Science, Skateboarding, Gymnastics, Adventure, Playhouse, Basketball, and Fly Fishing.
- The afterschool program was modified to allow for quality instruction, use of space, and programming. This program is full, with waiting lists.
- Gymnastics was reopened and participation levels have seen full registration and waiting lists. The Parks and Recreation Department also offers youth tennis, which gives opportunity to the diverse community.
- Outdoor Events conducted include a very successful Festival of Freights event in partnership with the Tri-County Fairgrounds and 4th of July in the park in partnership with Bishop Rural Fire District, DWP, Wanaha Casino, COSO Geothermal and Grocery Outlet. Other community events supported by the City of Bishop include High School Rodeo Finals, Mule Days, Labor Day Art in the Park, Street of Lights Christmas Parade, Hispanic Heritage Day, and Friday Night Markets.
- The Community Garden, operated by the Fiends of the Eastern Sierra Community Gardens, continues to maintain, and beautify the area on the southeast side of the park, as well as the study garden in Sunrise Mobile Home Park. These volunteers put in numerous hours cleaning out and replanting each

garden area and carefully tracking each plant, vegetable, or fruit as part of their study requirements. These volunteer groups are a vital part of the community, donating time to help keep the grandeur and welcoming atmosphere of our parks and City. In partnership with the City of Bishop, Community Gardeners applied for grant funding for the expansion and enhancement of the Community Gardens.

- Sunrise Mobile Home Park continues to provide safe and affordable housing for our community's low-income Seniors. Staff continues to audit the park for safety issues and necessary maintenance as needed to ensure our tenants are comfortable and enjoy the surroundings of the park. The Sunrise Community Garden was successful in producing supplemental vegetables, this is done with cooperation from the Friends of the Eastern Sierra Community Gardeners. Informational assistance was provided to those who needed grocery delivery or other necessities needed. City Staff had constant communication with the tenants as their care and safety is one of our priorities.

Building Permits

- One hundred thirty rehabilitations of residential units occurred throughout the City of Bishop in 2023. These rehabilitations consisted of weatherization, insulated window replacement, energy-efficient water heaters, and space heating units, and electrical and plumbing repairs. These rehabilitations are not included as part of the RHNA, Table B since they were not identified in the City's Housing Element.
- Eleven residential solar system installations and maintenance permits were approved.
- Two new residential units were permitted.
- Eighty six commercial permits were issued.

Website

Municipal (Zoning) Code and General Plan information can be located at the City of Bishop website at www.cityofbishop.com. Active CEQA documents are available on the City's website. In addition, Planning Commission and City Council agendas and minutes are posted on the City's website. The City's website is under continuous development with regular additions.

CITY OF BISHOP GENERAL PLAN ANNUAL PROGRESS REPORT

Hearings and Actions
January 2023 through December 2023

Date	Action
1/9/23	Resolution – Discontinuing its Policy and Practice of Having Invocations at City Council Meetings – The City Council approved the adoption of the proposed resolution to discontinue its policy of having invocations at City Council meetings by title only. Parks and Recreation Commission – The City Council approved the reappointment of John Weatherford to the Parks and Recreation Commission with a term ending January 11, 2027. Planning Commission – The City Council approved the reappointment of Hank Truxillo to the Planning Commission with a term ending January 27, 2027.
1/23/23	City Council – No action items on this agenda.
1/24/23	Planning Commission – No action items on this agenda.
2/13/23	Fire Department Agency Evaluation – The City Council approved the funding of the Agency Evaluation not-to-exceed \$35,33.00, to be evenly split by the City of Bishop and the Bishop Rural Fire Protection District at \$17,667.00 each. Fire Department Policies and Procedures – The City Council approved the implementation of the Lexipol Policy and Procedure manual for the Bishop Fire Department. Design Professional Services Agreement with Stantec Consulting Services for the Downtown Bishop Parkways Green Alley Design – The City Council approved the contract with Stantec Consulting Services, Inc. for the Downtown Bishop Parkways Green Alley Design, Whitney Alley in the amount of \$49,897.10 with a ten percent contingency and authorized the City Administrator to expend up to \$50,102.90 with a ten percent contingency for the construction documents with Stantec Consulting Services, Inc
2/27/23	Public Hearing and First Reading/Introduction of a Proposed Ordinance Adding Title 16.20.110 (H) Removing the Requirement for Approval of the County Surveyor and Director of Public Works for Final Maps – The City Council approved the first reading and introduction of an ordinance Amending Title 16 Removing the Requirement for Processing and Approval of the County Surveyor and County Director of Public Works for Final Maps and delegating such duties to the City Surveyor by title only. Fiscal Year 2021-2022 Audited Financials – The City Council approved and accepted the Audited Financial Statements for Fiscal Year 2021-2022.

Proposition 4 Calculations Report – The City Council approved and accepted the City of Bishop Proposition 4 Calculations Report June 30, 2022 as presented.

2/28/23 **Planning Commission** – No action items on this agenda.

3/1/23 **City Council** – No action items on this agenda.

3/13/23 **General Plan 2022 Annual Progress Report** – The City Council approved and accepted the General Plan 2022 Annual Progress Report with the edits requested and directed staff to submit the report to the Governor's Office of Planning and Research and to the State Department of Housing and Community Development.

Proposed Reorganization of City Staffing – The City Council approved the proposed City staffing reorganization, job descriptions, and salary schedule as presented.

3/27/23 **City Council** – No action items on this agenda.

3/28/23 **Planning Commission** – No action items on this agenda.

4/10/23 **Fiscal Year 2022-2023 Mid-Year Budget Reports** – The City Council approved and accepted the mid-year budget adjustments as presented in the Fiscal Year 2022-2023 Mid-Year Budget Reports.

Proposed Leasing of Symons Ambulance Facility – The City Council approved an expenditure for a six-month lease of the Symons Ambulance Facilities in the amount of up to \$24,000.

4/24/23 **City Council** – No action items on this agenda.

4/25/23 **Planning Commission** – No action items on this agenda.

5/8/23 **Discussion and Possible Action on Invocation/Welcoming Message at City Council Meetings** – The City Council approved a policy of a moment of silence at the beginning of each Council meeting.

5/22/23 **Proposed Resolution to Adopt a List of Projects for Fiscal Year 2023-2024 Funded by SB 1: The Road Repair and Accountability Act** – The City Council approved the resolution, by title only, adopting the list of projects funded by SB-1: The Road Repair and Accountability Act.

5/23/23 **Planning Commission** – No action items on this agenda.

6/12/23 **Fiscal Year 2023-2024 Budget Adoption** – The City Council approved and adopted the proposed City of Bishop Operating and Capital Budget for Fiscal Year 2023-2024.

Chief of Police Employment Agreement – The City Council approved the proposed Police Chief Employment Agreement, authorized Mayor Ellis to execute the proposed Police Chief Employment Agreement, and appointed Nate Derr as Police Chief.

- 6/26/23 **Request to Hire Full-Time Administrative / Accounting Assistant** – The City Council approved the proposed Administrative/Accounting Assistant Job Description and hired part-time Accounting Assistant Jessica Ortiz to the full-time Administrative/Accounting position on or after July 1, 2023, at Step 1.
- Information Technology Support Services Agreement** – The City Council approved and authorized the execution of the proposed agreement with Carmichael Business Technology (CBT) for information technology support services.
- Annual League of California Cities “Cal Cities” Conference Attendance and Designation of Voting Delegate and Alternates(s)** – The City Council approved the appointment of Mayor Pro Tem Garcia as the City’s voting delegate and Councilmember Kong as the City’s alternate voting delegate for the Cal Cities Annual Business Meeting scheduled on September 22, 2023.
- 6/27/23 **Planning Commission** – No action items on this agenda.
- 7/10/23 **City Council** – No action items on this agenda.
- 7/24/23 **First Reading and Introduction of an Ordinance Adding Chapter 8.07 of the City of Bishop Code of Ordinances, Relating to Vacant Building and Storefront Nuisances** – The City Council approved the first reading and introduction of an ordinance adding Chapter 8.07 of the City of Bishop Code of Ordinances relating to vacant building and storefront nuisances by title only.
- A Resolution Relating to the Local Conflict of Interest Code** – The City Council approved and adopted the proposed resolution pertaining to the local Conflict of Interest Code and repealing Resolution No. 2022-27 and Resolution No. 2018-18 by title only.
- 7/25/23 **Planning Commission** – No action items on this agenda.
- 8/14/23 **Filling a Scheduled Vacancy on the Parks and Recreation Commission** – The City Council approved the reappointment of Brad Balint to another four-year term on the Parks and Recreation Commission.
- Cost Share Agreement for Multi-Agency Emergency Response to 2023 Winter Storms** – The City Council approved the Cost Share Agreement for Multi-Agency Emergency Response to 2023 Winter Storms.
- 8/28/23 **Planning Commission Vacancy** – The City Council approved the reappointment of Robert Lowthorp for a four-year term, ending September 11, 2027, on the Planning Commission.
- 8/29/23 **Planning Commission** – No action items on this agenda.
- 9/11/23 **A Proposed Resolution Relating to the California Department of Transportation (Caltrans) Reconnecting Communities** – The City Council adopted the resolution authorizing the Eastern Sierra Council of Governments (ESCOG) to submit an application for the California Department of

Transportation Reconnecting Communities: Highway to Boulevards grant and to provide a letter of support as a co-applicant by title only.

City Hall Security and Fire Alarm System Upgrades – The City Council found that the City of Bishop Purchasing Policy 3.24 (F) Emergency Purchases exists, approved the purchase of the security and fire alarm upgrades, and approved the adjustment amount of \$6,377.38 to be allocated to the Community Services Department 2023-2024 016 56027 Budget.

Fire Chief Employment Agreement – The City Council appointed Bret Russell as Fire Chief and authorized Mayor Ellis to execute the proposed Fire Chief employment agreement.

9/25/23 **City Council** – No action items on this agenda.

9/26/23 **Planning Commission** – No action items on this agenda.

10/10/23 **City Council** – No action items on this agenda.

10/23/23 **First Reading and Introduction of an Ordinance Approving One-Way Access for Delivery Vehicles Only in Alley** – The City Council approved the first reading and introduction of an ordinance approving one-way access for delivery vehicles only in the alley by title only.

California Natural Resources (CNRA) Urban Greening Grant Agreement and Memorandum of Understanding (MOU) between the City of Bishop and Friends of the Eastern Sierra Community Gardens – The City Council authorized the City Administrator to sign the Agreement with California Natural Resources for the Urban Greening Grant, approved the Memorandum of Understanding between the City of Bishop and the Friends of the Eastern Sierra Community Gardens for the administration of the California Urban Greening Grant, and approved the increased General Fund revenue and Parks and Recreation expenditures within the Fiscal Year 2023-2024 budget, both in the amount of \$138,920.80.

Cost Sharing Agreement for Emergency Medical Services – The City Council approved the Cost Share Agreement for Emergency Medical Services with Inyo County and the Bishop Paiute Tribe in the not-to-exceed amount of \$102,151.00.

10/24/23 **Planning Commission** – No action items on this agenda.

11/13/23 **City of Bishop Parking Demand and Land Use Study** – The City Council approved 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 Rodgers, Inc. that was executed on July 1, 2023, with a not-to-exceed amount of \$154,140.

11/27/23 **Recommended List for Awards for Grants in Support 2023-2024** – The City Council approved the recommended list of awards for grants in support for 2023-2024.

Front Playground Replacement Project – The City Council approved waiving the formal bidding procedures pursuant to Municipal Code Section 3.24.16 (A); approved the purchase and installation of the front playground in an amount not-to-exceed \$115,218.48; and executed the Construction Agreement with PlayCore Wisconsin Inc. dba GameTime for the Front Playground Replacement Project.

Building Permitting and Inspection Memorandum of Understanding with Inyo County, Amendment 3 – The City Council approved Amendment 3 to the Memorandum of Understanding Between the City of Bishop and Inyo County for Building Permitting and Inspection.

11/28/23 **Planning Commission** – No action items on this agenda.

12/11/23 **2022-2023 Audited Financial Statements** – The City Council approved and accepted the City of Bishop’s audited financial statements for fiscal year 2022-2023.

Proposition 4 Calculations Report, Gann Appropriations Limit – The City Council approved and accepted the report as presented.

Expenditure to Acquire the Services of Rojas Communications Group – The City Council approved 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.

Call for Election of Mayor and Mayor Pro Tem – The City Council elected Jose Garcia as Mayor and Karen Kong as Mayor Pro Tem for the City of Bishop.

12/14/23 **Conditional Use Permit – APN 008-360-09-00** – The Planning Commission approved the Resolution approving the request for a Conditional Use Permit allowing for the construction of an 80-room hotel.

12/26/23 **City Council** – No action items on this agenda.

12/27/23 **Planning Commission** – No action items on this agenda.

Jurisdiction	Bishop	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	04/30/2021 - 04/30/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		0
Total Units		3

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	1
Single-family Detached	0	0	0
2 to 4 units per structure	0	0	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	3	3	0
Mobile/Manufactured Home	0	0	0
Total	3	3	1

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	3	3
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	3
Number of Proposed Units in All Applications Received:	3
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	3	3
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	12
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Bishop
Reporting Year	2023 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 04/30/2021 - 04/30/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 01/01/2019-04/29/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	24	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	24
Low	Deed Restricted	20	-	-	-	-	-	-	-	-	-	-	17	3
	Non-Deed Restricted		11	2	4	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	21	-	-	-	-	-	-	-	-	-	-	11	10
	Non-Deed Restricted		7	-	1	3	-	-	-	-	-	-	-	
Above Moderate		53	3	1	6	-	-	-	-	-	-	-	10	43
Total RHNA		118												
Total Units			21	3	11	3	-	-	-	-	-	-	38	80
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5 Extremely low-income Need		2021	2022	2023	2024	2025	2026	2027	2028	2029	6 Total Units to Date	7 Total Units Remaining
Extremely Low-Income Units*		12		-	-	-	-	-	-	-	-	-	-	12

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction		Bishop	
Reporting Year		2023	(Jan. 1 - Dec. 31)
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation

City of Los Angeles Surplus Lands	Developing a schedule for the transfer of Los Angeles Department of Water and Power (LADWP) parcels and working with regional housing partners to identify potential funding sources and prepare housing development plans.	BY THE END OF DECEMBER 2024	The City of Bishop and the City of Los Angeles have identified five Los Angeles-owned parcels in Bishop that are potentially suitable for purchase or long-term lease and future use for housing development to achieve RHNA allocations. Over the current planning cycle, a schedule will be developed for the parcel transfers (sale or lease) and Bishop will work with regional housing partners to identify potential funding sources and prepare housing development plans to optimize use of each parcel in achieving long-term housing objectives. The City will seek HCD assistance in clarifying how Los Angeles land sales and leases can best be structured given constraints imposed by the Los Angeles City Charter, the Charles Brown Act (CGC 50300-50308), and Los Angeles City policies. The City continues to partner with LADWP to identify additional properties that could potentially be made available for purchase, consistent with goals to provide for diverse and attractive housing stock. The City of Bishop facilitated the transfer of an approximately three-acre property from the City of Los Angeles to a non-profit housing developer (Visionary Homebuilders) for a proposed 72-unit low-income housing development known as Silver Peaks. Visionary Homebuilders submitted a second application under the Housing and Community Development Multifamily Housing Program Super Notice of Funding Availability. The application was not awarded and this project will not move forward absent funding assistance from HCD. This property represents the only property in Bishop not owned by the City of Los Angeles for a development opportunity. HCD needs to prioritize assistance and award of multi-family housing funding applications in Bishop and the Eastern Sierra. The City of Bishop has formally initiated discussions with the City of Los Angeles for divestiture of the two residentially zoned parcels adjacent to the Silver Peaks parcel. The Los Angeles Department of Water and Power process for releasing property is lengthy and independent of the City of Bishop.
Veterans Housing	Identifying a suitable site and funding for the Veterans Housing project.	BY THE END OF DECEMBER 2024	As of 2023, plans are being developed to provide up to 10 residential units for veterans.

Finalize and Select Downtown Specific Plan (DTSP) Alternative	Completing the Final DTSP California Environmental Quality Act (CEQA) and planning documents, and incentivizing higher density, affordable DTSP construction projects.	BY THE END OF DECEMBER 2023	COMPLETED/ONGOING: The City Council certified Final Environmental Impact Report and adopted the Downtown Bishop Specific Plan and Mixed-Use Overlay in December 2022. The City of Bishop certified a programmatic EIR for the Downtown Specific Plan, including the adoption of the Mitigation Monitoring and Reporting Program, which will provide regulatory guidance for future projects throughout Bishop
Zoning Code Amendment	Updating the municipal code to reflect the mixed-use overlay in accordance with DTSP	BY THE END OF DECEMBER 2024	COMPLETED/ONGOING: Leveraged Caltrans Sustainable Communities, SB 2, and Regional Early Action Planning grants for adoption of the Downtown Specific Plan and Mixed-Use Overlay and General Plan Amendment 2022-01 amending the City of Bishop General Plan to incorporate the Downtown Specific Plan boundary within the Land Use map of the Land Use Element. The Mixed-Use Overlay was adopted by ordinance and incorporated into the zoning code on December 12, 2022.
Additional Zoning Code Revisions	Updating the zoning code to remove constraints and establish compliance with various state requirements related to transitional and supportive housing, residential care facilities and more	BY THE END OF DECEMBER 2024	Concurrently with Action 2.2 (Zoning Code Amendment to reflect DTSP approvals), the City shall conduct a thorough review of the Bishop Municipal Code. Residential standards and parking standards that unnecessarily limit housing supply will be modified or eliminated, and modifications shall be incorporated as needed to conform to current legislative requirements pertaining to housing including (a) definitions and requirements for Transitional and Supportive Housing (per SB 745, and SB 2), (b) provisions to maintain higher density zoning by requiring that any person who proposes to rezone a residential property to lesser density must concurrently upzone a second property (per SB 166), (c) elimination of the CUP requirement for small group homes (up to 6 persons) in the Mixed Use Overlay Zone, and (d) elimination of the CUP requirement for large group homes (7+) in the R-1 zone, (e) stipulation that Supportive Housing and Low Barrier Navigation Centers are permitted by-right in zones where multifamily and mixed uses are permitted, including nonresidential zones that permit multi-family housing, and any other legislative and local housing regulations in effect at the time of the Code amendment.

Pursue Funding	Pursuing funding for assisting in development of housing, including for ELI households	BY THE END OF DECEMBER 2023	~~working with regional housing agencies and partners as appropriate, continue to~~ pursue all applicable grant and funding opportunities to develop affordable housing for Bishop residents, including funding opportunities specifically for extremely-low income households. The City will issue an RFP during summer 2021 inviting proposals from grant application consultants. The selected consultants will work with staff to identify relevant grants and prepare at least one grant application every two years on behalf of the City and its partner agencies. Applications prepared for the Planning Department will prioritize grants that support implementation of Housing Element goals in the City of Bishop. The City submitted a PLHA application to provide funding for ADUs and rehabilitation efforts. The City supported a grant application submitted by Visionary Homebuilders under the HCD SuperNOFA for construction of Silverpeaks - however the application was not awarded funding. The City continues to work with partners to identify grants to support housing
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Incentivize Accessory Dwelling Units (ADUs)	Offering ADU incentives such as reduced parking requirements and pursuing funding to develop pre-approved ADU floorplans	BY THE END OF DECEMBER 2024	Continue encouraging Bishop homeowners to construct ADUs/JADUs by right, as a way to increase housing availability. Continue to offer ADU incentives including reduced parking requirements, and seek funding to support creation of at least one free ADU floor plan and set of construction plans, with the goal of having the plans available at no cost (or at a low cost) to Bishop residents no later than December 2024. Ordinance adopted modifying Section 17.75.040 (Accessory Dwelling Units – Development Standards) of Chapter 17.75 (Accessory Dwelling Units and Junior Accessory Dwelling Units) of Title 17 (Zoning) of the Bishop Municipal Code with the wording change noted regarding maximum heights and setbacks to further reduce barriers to ADU construction. The city recognizes ADUs as a strategy to increase affordable housing development. 13 ADUs were permitted in 2021-2023, including 2 commercial to residential conditional use permit was granted to allow for two accessory dwelling unit and one single family dwelling unit. Use PLHA funding to provide loans to low-to-moderate income homeowners for the development of ADUs and JADUs for long-term rental, with up to 20% of the loan forgivable if the homeowner can show that the ADU has been rented for at least 5 years to a tenant with income under 60% AMI. Program income will be returned to the loan fund; and costs for staff and overhead to implement the above-described programs.
Fair Housing Outreach	Commits to expanding outreach to ensure that residents are informed about the City’s fair housing policies, fair housing assistance programs, fair housing rights and remedies, and the range of fair housing incentives available in Bishop	BY THE END OF DECEMBER 2023 First annual report April 2023 (with Annual Planning Progress Report)	The presented Annual Progress Report on March 11th, 2024, highlighting Downtown Specific Plan and mixed-use overlay, updates the General Plan Housing Element, procurement of Los Angeles Department of Water and Power (LADWP) land for affordable housing development, coordination with non-profit housing partners on homelessness prevention and safe emergency shelters, and Local Housing Allocation Program (PLHA). the City of Bishop will use PLHA funds to provide a low-interest loan program for low-to-moderate income homeowners in need of repairs on their single-family homes, or mobile homes set on a permanent foundation, and owners of multi-family rental properties where at least half of tenants are low-income households under 60% AMI; and providing loans to low-to-moderate income homeowners for the development of ADUs

Jurisdiction	Bishop	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	04/30/2021 - 04/30/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the ckcklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity			69	69					CUP 69 Units converted from Assisted Living to studio units
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income			69	69					



*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

Department of Public Works Building Permits Issued

2/2024

**Building Permit Fees
Collected \$ 9,471.57**

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
2/9/2024	Schat Communications 536 North Main Street Rudolph Construction, Inc.	Remodel	\$35,000.00	\$9.80	\$2.00
2/1/2024	LADWP 640 South Main Street Clair Concrete, Inc.	Office Addition	\$15,000.00	\$4.20	\$1.00
2/1/2024	Yaney Corner, LLC 789 North Main Street, Suite 20	Convert to Apartments	\$30,000.00	\$3.90	\$2.00
2/14/2024	Perry Motors 310 South Main Street Sean Johnston	Reroof	\$2,500.00	\$1.54	\$1.00
2/8/2024	El Dorado Savings Bank 515 North Main Street 4 Point Plumbing	Repair Water Main	\$6,000.00	\$1.68	\$1.00
2/29/2024	Community Printing - Stan Smi 187 West Line Street Bishop Heating and Air, Inc.	Furnace	\$7,269.11	\$2.80	\$1.00
2/1/2024	Aaron Schat 524 North Main Street	Water Damage Repair	\$1,000.00	\$0.50	\$1.00
Commercial Totals			\$96,769.11	\$24.42	\$9.00
Residential					
2/7/2024	Clear Trinity Investment 151 Mac Iver Street Clair Concrete, Inc.	Sewer Lateral Replacement	\$10,000.00	\$0.72	\$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
2/1/2024	Salvador Ruiz 236 South Third Street	Partition Wall and New Electrical Wiring	\$25,000.00	\$3.25	\$1.00
2/1/2024	Grace Voorheis & Michael Sale 425B Clarke Street	Pergola	\$8,000.00	\$1.04	\$1.00
2/1/2024	Donald Clarkson 459 Short Street Whiting Electric	Electrical Work / Bearing Wall	\$10,100.00	\$1.31	\$1.00
2/2/2024	Matthew Jones 331A Short Street	Water Heater Replacement	\$1,000.00	\$0.50	\$1.00
2/8/2024	Stephen Park 850 Chamberlain Street Eastern Sierra Plumbing	Sewer Line Replacement	\$3,500.00	\$0.72	\$1.00
2/16/2024	Simone Mata 380 Short Street	Reroof	\$5,000.00	\$0.72	\$1.00
2/20/2024	Joann Tsokos Trust 430 East Line Street, Unit 5 A & R Construction	Reroof	\$8,250.00	\$1.30	\$1.00
2/21/2024	Jody Whitman 430 Short Street Bishop Heating and Air, Inc.	Wall Heater	\$3,495.53	\$0.50	\$1.00
2/26/2024	Dwayne Amundson 351 May Street Don Roberts Roofing	Reroof Garage	\$3,000.00	\$1.30	\$1.00
2/2/2024	Andres Cikota 663 Keough Street Manor Stove Works	Wood Stove Insert	\$6,333.00	\$0.72	\$1.00
Residential Totals			\$83,678.53	\$12.08	\$11.00

**Building Permit Fees
Collected \$ 9,471.57**



Agenda Item: 14.A
Date of Meeting: March 11, 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 May 13, 2024.
Prepared On: March 5, 2024
Attachments: Letter requesting reappointment C.Underhill 2024 03 04.pdf
Attach B_A-3 COMM APPOINTMENTS - COUNCIL POLICY MANUAL.pdf

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, Cheryl Underhill, whose current term ends on May 13, 2024.

Analysis/Discussion:

Cheryl Underhill has provided 12 years of service on the Parks and Recreation Commission. In that time has given guidance and direction for the many improvements at the City Park. Commissioner Underhill looks forward to the opportunity to support the goals and future plans for the City Parks. Parks and Recreation Commissioner Cheryl Underhill addressed a letter dated March 1, 2024, to the City Council requesting to be reappointed.

Economic Impacts:

There are no economic impacts.

Budget Impacts:

There are no budget impacts, however, 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 Cheryl Underhill to the Parks and Recreation Commission with a term ending on May 13, 2028.

Approved By: Ethan Aukee 3/5/2024

Approved By: Robin Picken 3/5/2024

Approved By:

Approved By:

Deston Dishion
City Administrator
377 West Line Street
P.O Box 1236
Bishop, Calif. 93514

RECEIVED
MAR - 4 2024
CITY OF BISHOP

March 1, 2024

RE: Letter of Intent for the Park and Recreation Commission reappointment

Dear Deston Dishion:

Please consider this my letter of intent to be reappointed to the Park and Recreation Commission.

It has been my honor and privilege to have served for 12 years on the Park and Recreation Commission with such a hardworking, dedicated team. A lot of magnificent improvements have happened in the last 12 years, and more great projects and plans are in the works. I would like to have the opportunity to continue to help with the future of the parks plans and goals.

I have the background and enthusiasm to be a valuable member of the commission. I have been an active participant in our community for over 40 years.

Thank you for the opportunity to reapply.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Underhill". The signature is written in dark ink and is positioned above the printed name.

Cheryl Underhill

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



Agenda Item: 14.B
Date of Meeting: March 11, 2024
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Adoption of the Mitigated Negative Declaration for the East Line Street Bridge Replacement Project**
Prepared On: March 5, 2024
Attachments: Resolution No. 2024-(xx) MND E. Line Bridge 2024 03 11
Response to Comments Memo
Appendix A - Comment Letters
Appendix B - Revised MMRP
Notice of Determination

Background/History:

The City of Bishop submitted the East Line Street Bridge Replacement Project to the California Transportation Commission (CTC) back in 2008. In June 2021, the CTC approved funding for the Project Approval/ Environmental Document (PA/ED) stage of the project. In November 2021, a professional services agreement was executed with Lumos & Associates to complete this work using Helix Environmental as their environmental sub-consultant. The project suffered a one-year delay due to the City awaiting a determination on a specific requirement from Caltrans. Once that determination was received in September 2022, work on the project began.

The project would replace the existing East Line Street Bridge with reinforced concrete box (RCB) culvert sections. The project is proposing a new sidewalk on the southern side of East Line Street and a new sidewalk connection on the northern side of East Line Street. The project may include barrier rails, a pedestrian crossing, pedestrian refuge islands, traffic signage, speed bumps, a gateway arch, and/or a welcome sign. However, the final roadway design has not yet been determined as the City as lead agency must complete the required review under the California Environmental Quality Act (CEQA) and file a Notice of Determination with Caltrans prior to the design funds being allocated.

Analysis/Discussion:

The State Clearinghouse public review period began on January 22, 2024 and concluded on February 20, 2024. All parties had at least 30 days to review the Draft IS/MND as required under CEQA Guidelines Section 15073. The Draft IS/MND was transmitted to the State Clearinghouse (SCH# 2024010590), along with the required Notice of Completion (NOC),

Notice of Intent to Adopt (NOI-NOA), and Environmental Document Transmittal form. Hard copies of the Draft IS/MND were made available to the public at the City of Bishop Public Works Department, 377 West Line Street, P.O. Box 1236, Bishop, CA 93514, Monday through Friday from 8:00 a.m. to 4:30 p.m. and the Draft IS/MND was made available on the City's website at:

https://www.cityofbishop.com/departments/planning/environmental_documents.php

Comments were received from three (3) parties during the comment period. Those comments and the corresponding responses are included in the attached Response to Comments Memorandum, prepared by Helix Environmental. Also attached is a revised Mitigation Monitoring and Reporting Program (MMRP), which addresses the comment received from Los Angeles Department of Water and Power regarding dewatering and water diversion activities.

Economic Impacts:

None

Budget Impacts:

None

Legal Review:

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

Recommended Action:

Council consideration to approve a resolution to approve and adopt the Mitigated Negative Declaration for the East Line Street Bridge Replacement Project and authorize the Public Works Director to sign the Notice of Determination.

Approved By: Robin Picken 3/7/2024

Approved By: Deston Dishion 3/7/24

Approved By:

Approved By:

RESOLUTION NO. 2024-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, APPROVING A MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS AND APPROVING A MITIGATION MONITORING PROGRAM

WHEREAS, the City of Bishop's Environmental Coordinator prepared an initial study on the East Line St. Bridge Replacement Project (the "Project") which identified potentially significant effects of the Project; and

WHEREAS, revisions to and/or conditions placed on the Project, which were made by or agreed to by the applicant before the mitigated negative declaration was released for public review, were determined by the environmental coordinator to avoid or reduce the potentially significant effects and that there was, therefore, no substantial evidence that the Project, as revised and conditioned, would have a significant effect on the environment; and

WHEREAS, a mitigated negative declaration of environmental impacts was then prepared, properly noticed, and circulated for public review.

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

1. Based on the initial study, the revisions and conditions incorporated into the Project, and information received during the public review process, the City Council of the City of Bishop finds that there is no substantial evidence that the Project, as revised and conditioned, will have a significant effect on the environment.
2. The mitigated negative declaration reflects the independent judgment of the City Council.
3. All feasible mitigation measures identified in the City of Bishop General Plan Environmental Impact Reports which are applicable to this project have been adopted and undertaken by the City of Bishop and all other public agencies with authority to mitigate the project impacts or will be undertaken as required by this project.
4. A mitigated negative declaration of environmental impacts is hereby approved.
5. The Mitigation Monitoring Program prepared in connection with the project is approved.
6. The documents and other materials that constitute the record of proceedings upon which the City Council has based its decision are located in the office of the Bishop Public Works Department, 377 West Line Street, Bishop, CA 93514. The custodian of these documents and other materials is the Bishop Director of Public Works.

7. Upon approval by the City Council, the environmental coordinator shall file a Notice of Determination with the County Clerk of Inyo County and, if the project requires a discretionary approval from any state agency, with the State Office of Planning and Research, pursuant to the provisions of section 21152(a) of the Public Resources Code and the State EIR Guidelines adopted pursuant thereto.

PASSED, APPROVED AND ADOPTED this 11th day of March 2024.

Jose Garcia, Mayor

ATTEST: _____
Robin Picken, City Clerk

Memorandum

HELIX Environmental Planning, Inc.
1180 Iron Point Road, Suite 130
Folsom, CA 95630
916.435.1205 tel
www.helixepi.com



Date: February 23, 2024

To: City of Bishop Public Works Department

cc: Lumos & Associates

From: Robert Edgerton; Julia Pano

Subject: Response to Comments on East Line Street Bridge Replacement Project Public Review Draft IS/MND

Message: This memorandum provides draft responses to comments to the East Line Street Bridge Replacement Project Public Review Draft Initial Study/Mitigated Negative Declaration (IS/MND).

The State Clearinghouse public review period began on January 22, 2024 and concluded on February 20, 2024. All parties had at least 30 days to review the Draft IS/MND as required under CEQA Guidelines Section 15073. The Draft IS/MND was transmitted to the State Clearinghouse (SCH# 2024010590), along with the required Notice of Completion (NOC), Notice of Intent to Adopt (NOI-NOA), and Environmental Document Transmittal form. Hard copies of the Draft IS/MND were made available to the public at the City of Bishop Public Works Department, 377 West Line Street, P.O. Box 1236, Bishop, CA 93514, Monday through Friday from 8:00 a.m. to 4:30 p.m. and the Draft IS/MND was made available on the City's website at: https://www.cityofbishop.com/departments/planning/environmental_documents.php

During the State Clearinghouse public review period, the City of Bishop (City) received the following comment letters:

- A. Mr. Frank Carr, Jr; received February 12, 2024
- B. Ms. Michele Hartshorn; received February 12, February 13, and February 19, 2024
- C. Los Angeles Department of Water and Power (LADWP); received February 20, 2024

Provided below are responses to the comment letters that were received during the public review period. The comment letters are listed and responded to, and the original comment letters are provided in Appendix A to this memorandum.

Responses to Comments

- A. Response to Mr. Frank Carr, Jr:

The City received an email from Mr. Frank Carr, Jr. on February 12, 2024. Specific bridge design and construction techniques have yet to be developed at this time. As noted on page 5 of the IS/MND, with implementation of the proposed reinforced concrete box (RCB) culverts, one lane with traffic control for two-way traffic would be maintained while the RCB culverts are installed. The construction contractor would remove half of the existing bridge and place half of the proposed culverts. Traffic would then be shifted to the other side of the bridge while the same process would be undertaken on the remaining half of the bridge. It is estimated that construction of the RCB culverts would take approximately two weeks. Final headwall construction would occur once the sections are placed and would not require additional road closure. Consequently, no impediment to emergency services or routine traffic could occur during bridge re-construction.

B. Response to Ms. Michele Hartshorn:

The City received emails from Ms. Michele Hartshorn on February 12, February 13, and February 19, 2024. Specific bridge design and construction techniques have yet to be developed at this time. Once the bridge is re-constructed, it is possible that localized improvements to the current drainage pattern and/or system could be improved. However, drainage conditions would not be altered as compared to baseline conditions. Off-site drainage is not part of the proposed project improvements but may be addressed in project design to the maximum extent feasible. Although the final design and construction technique has not yet been developed, the project would not result in deficiency to the the current baseline drainage condition. Additionally, public infrastructure that may be impacted from the project would be restored or improved beyond the baseline condition, including sidewalks and street lighting. As noted on page 3 of the IS/MND, the bridge is located along a straight segment of East Line Street with a posted speed limit of 25 miles per hour (mph). The speed limit on East Line Street would not be altered as part of the project. As also noted on page 5 of the IS/MND, to further increase pedestrian safety, pedestrian refuge islands may be installed in the center of East Line Street Bridge. Additionally, traffic signage and/or speed bumps may also be installed along East Line Street.

C. Response to Los Angeles Department of Water and Power

The City received an email from Los Angeles Department of Water and Power (LADWP) on February 20, 2024.

- 5.2 Construction Method and Schedules

As stated in the IS/MND, the proposed project would be constructed during the low-flow months for Bishop Creek. The City recognizes that low-flow conditions are somewhat relative and should be monitored so that construction does not occur during high-flow events. The City shall monitor flow conditions prior to scheduled construction to ensure construction would not occur during high-flow conditions (i.e., during a flood warning).

- Mitigation Measure BIO-1: Dewatering Plan and Water Diversion Activities

The following revisions will be made to Mitigation Measure BIO-1: Dewatering Plan and Water Diversion Activities.

The project proponent shall prepare a dewatering plan that complies with all applicable permit conditions. **The City shall consult with the Los Angeles Department of Water and Power (LADWP) regarding the dewatering plan and the plan shall be circulated to LADWP prior to construction. Construction shall not occur during high-flow events (i.e., during a flood warning).** In addition to the dewatering plan, the project proponent shall have a fish relocation plan prepared by a qualified biologist that will be submitted to CDFW for approval.

Water diversion activities shall be conducted under the supervision of a qualified biologist. The biologist shall survey the area to be dewatered immediately after installation of the dewatering device and prior to the continuation of dewatering activities, or as specified in the fish relocation plan. In the event that fish are encountered during the dewatering process, a CDFW approved biologist shall relocate the fish as specified in the plan. Captured fish, or other aquatic species, shall be transported and released into the Bishop Creek Canal, or other designated location, up or downstream of the construction zone. The plan may include procedures for dealing with non-native fish or other aquatic species.

- X. Hydrology and Water Quality, Impact Analysis C

See response to 5.2 Construction Method and Schedules.

- XVII. Transportation, Impact Analysis B

As noted on page 5 of the IS/MND, the staging area would be located along the existing dirt road owned and operated by LADWP northeast of the existing bridge. It has yet to be determined if vehicular access along the Bishop Canal access road would be temporarily prohibited during project construction and equipment staging; the City shall coordinate with LADWP to determine the need to temporarily suspend vehicular access along the road segment.

Mitigation Monitoring and Reporting Program

A revised Mitigation Monitoring and Reporting Program (MMRP) is included in Appendix B to this Memorandum.

From: [Frank Carr, Jr.](#)
To: [Michele Rhew](#)
Subject: [External] East Line Street Bridge Replacement Project Mitigated Negative Declaration Comment
Date: Monday, February 12, 2024 3:19:09 PM

I have some comments about the bridge replacement project. First of all I am in full agreement with the project. The bridge is in need to be replaced so thank you for moving forward with the project. My main concern is possibility of emergency services i.e. Fire, Police and ambulance reaching the residences and businesses on the eastside of the canal in a timely manner. Also delivery and business access for the residences on the east side of the canal. Thank you for allowing me to make these commitments.
Frank Carr Jr. [REDACTED]

February 20, 2024

Ms. Nora Gamino
Director of Public Works
City of Bishop Public Works Department
377 West Line Street
PO Box 1236
Bishop, CA 93514
publicworks@cityofbishop.com

Dear Ms. Gamino:

Subject: East Line Street Bridge Replacement Project Mitigated Negative Declaration
Comment

The Los Angeles Department of Water and Power (LADWP) is providing comments on the Notice of Intent filed on January 23, 2024, regarding the City of Bishop's (City) East Line Street Bridge Replacement Project. The proposed project is to replace the existing East Line Street Bridge over the Bishop Canal on property owned and operated by the City of Los Angeles. The City finds the project would have no significant environmental effects, and any potential effects would not be a significant effect because of the revisions and mitigation incorporated. LADWP offers the following comments for consideration:

5.2 Construction Method and Schedule

- Construction is anticipated to begin June 2025 and end September 2025. Flows to the Bishop canal are at their highest during the proposed construction months due to snow run-off and irrigation requirements to adjacent fields. Performing construction during June and September could present challenges if run-off is high that year.

Mitigation Measure BIO-1: Dewatering Plan and Water Diversion Activities

- Consultation with LADWP regarding the dewatering plan is required prior to the implementation of the project given LADWP's legal requirements for keeping water in the Bishop Creek Canal.

Ms. Nora Gamino
Page 2
February 20, 2024

X. Hydrology and Water Quality, Impact Analysis C

- Bishop canal flows are stated to be “controlled”. Run-off conditions may require high flows to be unavoidable during the proposed construction period.

XVII. Transportation, Impact Analysis B

- Temporary lack of vehicular access to the west side of Bishop Canal may cause increased impact to the dirt road extension of May Street as residents attempt to access the rear entrance to their properties particularly for those residents located northwest of the project.

Thank you for the opportunity to comment. If you have any questions regarding these comments, please contact Ms. Elsa Jimenez, Property Manager, by email at elsa.jimenez@ladwp.com or by phone at (760) 873-0201.

Sincerely,



Adam Perez
Manager of Aqueduct

EJ:fm
c: Ms. Elsa Jimenez

From: [Michele Hartshorn](#)
To: [Nora Gamin](#)
Cc: [Lee Blitstein](#); [Taylor Hartshorn](#); [Olivia Hartshorn](#); [Camille Buehler, P.E., P.L.S.](#)
Subject: Re: [External] East Line Street Bridge Replacement Project
Date: Monday, February 19, 2024 6:17:01 PM
Attachments: [Screenshot 2024-02-19 181022.png](#)

Good Evening Nora,

Regarding the Environmental Impact Report for the East Line Street Bridge Project as shown on page 81 as shown below as not a significant impact on the storm water drainage system, I believe that there will be a significant impact on the storm water drainage as there is already an issue with flooding every time it rains and I do not see any provisions to address this system or to improve the drainage system on the environmental impact report.

East Line Street Bridge Replacement Project ISMND

XIX. UTILITIES AND SERVICE SYSTEMS

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☒	☐
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?	☐	☐	☐	☒
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☒	☐
d) Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☒	☐
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☒	☐

Please review my above comments and include in the comment period due February 20, 2024.

Respectfully,

Michele Hartshorn

Sierra Crest Apartments

On Friday, February 16, 2024 at 10:04:33 AM PST, Nora Gamino <ngamino@cityofbishop.com> wrote:

Hi Michele,

Please provide your written comments on the accuracy and adequacy of the CEQA document to the City prior to or on February 20. The City will consider your comments on the ISMND and provide written response in advance or during the public hearing for the project and the environmental document.

Thank you,



Nora Gamino

Director of Public Works

Public Works: 760-873-8458

Cell: 760-874-8983

Email: ngamino@cityofbishop.com

www.cityofbishop.com

Small Town with a Big Backyard!

From: Michele Hartshorn [REDACTED]
Sent: Tuesday, February 13, 2024 5:23 PM
To: Nora Gamino <ngamino@cityofbishop.com>
Cc: Lee Blitstein [REDACTED]; Taylor Hartshorn [REDACTED]; Olivia Hartshorn [REDACTED]; Camille Buehler, P.E., P.L.S. [REDACTED]
Subject: Re: [External] East Line Street Bridge Replacement Project

Thank you for the follow up Nora, Cell

My real hesitation is what's going to happen with the rainwater waste. We already have such a problem now I just wanna make sure that it's being addressed in the environmental documents when they look at it it says it's not a substantial problem that's checked but I think it really is because the littlest amount of rain it tends to overflow onto the sidewalk, I just wanna make sure that it's gonna be addressed and that's gonna be taken care of so It will drain and not continue the way it has been.

Thank you for your time and please let me know if I'm not reading this environmental report correctly. Also, it doesn't address the speed or the lighting in that area as well and I didn't know if that is supposed to show in the environmental impact or not.

Please let me know when you have a moment. Thank you so much.

Michele Hartshorn

[Sent from the all new AOL app for iOS](#)

On Tuesday, February 13, 2024, 1:29 PM, Nora Gamino <ngamino@cityofbishop.com> wrote:

Hi Michele,

Follow up to the voicemail I left earlier today. The CEQA document that is open for public comment focuses on environmental aspects of the project. Due to the type of funding we received for the project, we are unable to proceed with design until the environmental documents are approved. Since we have not started the design, I unfortunately do not have answers to your questions. We will be starting the engineering design of the project later this spring. Once the design effort begins, I think it would be a good idea to have a project walk with you and the design engineer so we can talk through your specific issues and potential solutions.

Regards,



Nora Gamino

Director of Public Works

Public Works: 760-873-8458

Cell: 760-874-8983

Email: ngamino@cityofbishop.com

www.cityofbishop.com

Small Town with a Big Backyard!

From: Michele Hartshorn [REDACTED]
Sent: Monday, February 12, 2024 5:55 PM
To: Nora Gamino <ngamino@cityofbishop.com>
Cc: Lee Blitstein [REDACTED]; Taylor Hartshorn [REDACTED]; Olivia Hartshorn [REDACTED]
Subject: re: [External] East Line Street Bridge Replacement Project

Good Evening Nora,

This email is a follow up to my comments and pictures sent via email to you in May and July of 2023. I have reviewed the documents regarding the East Line Street Bridge Replacement Project, and I would like to meet with you this week to go over more detailed plans and maybe a site visit so I can understand exactly what will be done concerning the water drainage, my driveway, sidewalks, lighting and traffic speed. I would like to have full comprehension of the project in order to make any comments which are due prior to February 20th, per the Environmental Document List on your website.

I will look forward to hearing from you and setting up a time this week that is acceptable to you.

Thank you very much,

Michele Hartshorn

Sierra Crest Apartments

[REDACTED]

[REDACTED]

[REDACTED]

MITIGATION MONITORING AND REPORTING PROGRAM EAST LINE STREET BRIDGE REPLACEMENT PROJECT

Purpose of Mitigation Monitoring and Reporting Program: The California Environmental Quality Act (CEQA), Public Resources Code Section 21081.6, requires that a Mitigation Monitoring and Reporting Program (MMRP) be established upon completing findings. CEQA stipulates that “the public agency shall adopt a reporting or monitoring program for the changes to the project which it has adopted or made a condition of project approval in order to mitigate or avoid significant effects on the environment. The reporting or monitoring program shall be designed to ensure compliance during project implementation.”

This MMRP has been prepared in compliance with Section 21081.6 of CEQA to ensure that all required mitigation measures are implemented and completed according to schedule and maintained in a satisfactory manner during the construction and operation of the project, as required. A table (attached) has been prepared to assist the responsible parties in implementing the MMRP. The table identifies individual mitigation measures, monitoring/mitigation timing, the responsible person/agency for implementing the measure, and space to confirm implementation of the mitigation measures. The numbering of mitigation measures follows the numbering sequence found in the Initial Study and Mitigated Negative Declaration.

The City of Bishop is the lead agency for the project under CEQA and shall administer and implement the MMRP. The City is responsible for reviewing all monitoring reports, enforcement actions, and document disposition. The City shall rely on information provided by the project site observers/monitors (e.g., construction manager, project manager, biologist, archaeologist, etc.) as accurate and up-to-date and shall provide personnel to field check mitigation measure status, as required.

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MITIGATION MONITORING AND REPORTING PROGRAM
East Line Street Bridge Replacement Project

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
BIOLOGICAL RESOURCES				
BIO-1: Dewatering Plan and Water Diversion Activities The project proponent will prepare a dewatering plan that complies with all applicable permit conditions. <u>The City shall consult with the Los Angeles Department of Water and Power (LADWP) regarding the dewatering plan and the plan shall be circulated to LADWP prior to construction. Construction shall not occur during high-flow events (i.e., during a flood warning).</u> In addition to the dewatering plan, the project proponent shall have a fish relocation plan prepared by a qualified biologist that will be submitted to CDFW for approval. Water diversion activities shall be conducted under the supervision of a qualified biologist. The biologist shall survey the area to be dewatered immediately after installation of the dewatering device and prior to the continuation of dewatering activities, or as specified in the fish relocation plan. In the event that fish are encountered during the dewatering process, a CDFW approved biologist shall relocate the fish as specified in the plan. Captured fish, or other aquatic species, shall be transported and released into the Bishop Creek Canal, or other designated location, up or downstream of the construction zone. The plan may include procedures for dealing with non-native fish or other aquatic species.	Prior to construction.	Qualified Biologist; Project Applicant.		
BIO-2: Environmental Awareness Training A qualified biologist shall conduct a workers environmental awareness training to all project-related personnel prior to the initiation of work. The training shall include identification of special-status fish species with potential to occur within the project site, required practices before the start of construction, general measures that are being implemented to protect the species as they relate to the project, penalties for non-compliance, and boundaries of the permitted disturbance zones. Upon completion of the training, all construction personnel shall sign a form stating that they have attended the training and understand all the measures. Proof of this instruction shall be kept on file with the biologist on-site and the project proponent.	Prior to initiation of work.	Qualified Biologist; Project-related personnel.		

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
BIO-3: Swainson's Hawk Surveys Prior to initiation of construction activities during the Swainson's hawk breeding season (March 1 through September 15), the project proponent shall determine the presence of active Swainson's hawk nests in and within 0.5 mile of the project site using the most recent published survey protocols (i.e., three surveys by a qualified biologist in each of the two periods preceding the construction start date; SHTAC 2000). If an active Swainson's hawk nest is discovered, the applicant shall initiate consultation with CDFW to determine what measures need to be implemented in order to ensure that nesting hawks remain undisturbed. The measures selected would depend on many variables, including the distance of activities from the nest, the types of activities, and whether the landform between the nest and activities provides any kind of natural screening. If no active nests are discovered, no further action is required.	Prior to initiation of construction activities.	Qualified Biologist.		
BIO-4: Nesting Bird Surveys To avoid impacts to nesting birds, all ground disturbing activity should be completed between September 1 and January 31, if feasible. If development activities occur during the nesting bird season, then a qualified biologist should conduct a pre-construction nesting bird survey no more than 14 days prior to initiation of project activities. The survey area should include suitable raptor nesting habitat within 500 feet of the project boundary (inaccessible areas outside of the Study Area can be surveyed from the site or from public roads using binoculars or spotting scopes). A 0.5 mile survey buffer would be implemented for Swainson's hawk, as described in Section 5.1.3. Areas that have been inactive for more than 14 days during the avian breeding season must be re-surveyed prior to resumption of project activities. If no active nests are identified, no further mitigation is required. If active nests are identified, the following measure should be implemented:	No more than 14 days prior to initial of project activities.	Qualified Biologist.		

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
A species-specific buffer (typically 75 to 100 feet for non-raptors, and to 250 to 500 feet for raptors) should be established by a qualified biologist around active nests and no construction activities within the buffer should be allowed				
until a qualified biologist has determined that the nest is no longer active (i.e., the nestlings have fledged and are no longer reliant on the nest, or the nest has failed). Encroachment into the buffer may occur at the discretion of a qualified biologist. Any encroachment into the buffer should be monitored by a qualified biologist to determine whether nesting birds are being impacted.				
BIO-5: Special-status Bat Surveys A qualified wildlife biologist should conduct surveys for special-status bats during the appropriate time of day to maximize detectability to determine if bat species are roosting near the work area no more than 14 days prior to beginning ground disturbance and/or construction. Survey methodology may include visual surveys of bats (e.g., observation of bats during foraging period), inspection for suitable habitat, bat sign (e.g., guano), or use of ultrasonic detectors (e.g., Anabat, etc.). The type of survey will depend on the condition of the potential roosting habitat. If no bat roosts are found, then no further study is required. - If evidence of bat use is observed, then the number and species of bats using the roost will be determined. Bat detectors may be used to supplement survey efforts. - If roosts are determined to be present and have the likelihood to be disturbed by construction, then a qualified biologist will determine if the bats should be excluded from the roosting site before work adjacent to the roost occurs. A mitigation program addressing compensation, exclusion methods, and roost removal procedures will be developed prior to implementation if exclusion is recommended. Exclusion methods may include use of one-way doors at roost entrances (bats may leave, but not reenter), or sealing roost entrances when the site can be confirmed to contain no bats. Exclusion efforts may be restricted during periods of sensitive activity (e.g., during hibernation or while	No more than 14 days prior to ground disturbance and/or construction.	Qualified Biologist.		

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
females in maternity colonies are nursing young).				
CULTURAL RESOURCES				
CUL-1: Accidental Discovery of Cultural Resources In the event that cultural resources are exposed during ground-disturbing activities, construction activities shall be halted within 100 feet of the discovery. Cultural resources could consist of but are not limited to stone, bone, wood, or shell artifacts, or features, including hearths, structural remains, or historic dumpsites. If the resources cannot be avoided during the remainder of construction, the retained archaeologist, who meets the Secretary of the Interior's Professional Qualifications Standards, shall assess the resource, and provide appropriate management recommendations. If the discovery proves to be CRHR- or NRHP-eligible, additional work, such as data recovery excavation, may be warranted and shall be discussed in consultation with the Lead Agency.	Immediately upon discovery.	City of Bishop; Qualified Archaeologist.		
CUL-2: Accidental Discovery of Human Remains Although considered highly unlikely, there is always the possibility that ground-disturbing activities during construction may uncover previously unknown human remains. In the event of an accidental discovery or recognition of any human remains, PRC Section 5097.98 must be followed. Once project-related earthmoving begins and if there is a discovery or recognition of human remains, the following steps shall be taken: 1. There shall be no further excavation or disturbance of the specific location or any nearby area reasonably suspected to overlie adjacent human remains until the County Coroner is contacted to determine if the remains are Native American and if an investigation of the cause of death is required. If the coroner determines the remains are Native American, the coroner shall contact the NAHC within 24 hours, and the NAHC shall identify the person or persons it believes to be the "most likely descendant" of the deceased Native American. The most likely descendant may make recommendations to the landowner or the person responsible for the excavation work, for means of	Immediately upon discovery.	City of Bishop; County Coroner.		

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
treating or disposing of, with appropriate dignity, the human remains, and any associated grave goods as provided in PRC Section 5097.98, or				
2. Where the following conditions occur, the landowner or their authorized representative shall rebury the Native American human remains and associated grave goods with appropriate dignity either in accordance with the recommendations of the most likely descendent or on the project area in a location not subject to further subsurface disturbance: - The NAHC is unable to identify a most likely descendent or the most likely descendent failed to make a recommendation within 48 hours after being notified by the commission; - The descendent identified fails to make a recommendation; or The landowner or his authorized representative rejects the recommendation of the descendent, and the mediation by the NAHC fails to provide measures acceptable to the landowner.				
GEOLOGY AND SOILS				
GEO-1: Avoid and Minimize Impacts to Paleontological Resources In the event a paleontological or other geologically sensitive resource (such as fossils or fossil formations) are identified during construction, all excavations within 100 feet of the find shall be temporarily halted until the find is examined by a qualified paleontologist, in accordance with Society of Vertebrate Paleontology standards. The paleontologist shall notify the appropriate representative at the City of Bishop who shall coordinate with the paleontologist as to any necessary investigation of the find. If the find is determined to be significant under CEQA, the City shall implement those measures which may include avoidance, preservation in place, or other appropriate measures, as outlined in Public Resources Code Section 21083.2.	Immediately upon discovery.	Qualified paleontologist; City of Bishop.		
NOISE				
Mitigation Measure NOI-1: Construction Hours Limits The City shall ensure that project noise generating construction activity, including	During project construction	City of Bishop.		

Mitigation Measure	Monitoring / Mitigation Timing	Reporting / Responsible Party	Verification of Compliance	
			Initials	Date
hauling and staging of material and equipment, does not occur between the hours of 10:00 p.m. and 7:00 a.m. If construction activity is to be performed by contractors, the City shall specify the construction hours limitations on contract documents.	activities.			
Mitigation Measure NOI-2: Construction Vibration Limits The City shall ensure that, during project construction activities, all vibratory rollers are used in static mode only (no vibrations) when operating within 20 feet of any occupied structure. If construction activity is to be performed by contractors, the City shall specify the vibratory roller use limitations on contract documents.	During project construction activities.	City of Bishop.		
TRIBAL CULTURAL RESOURCES				
Mitigation Measure TCR-1: Unanticipated Discovery of TCRs If any suspected TCRs are discovered during ground disturbing construction activities, all work shall cease within 100 feet of the find, or an agreed upon distance based on the project area and nature of the find. A Native American Representative from traditionally and culturally affiliated Native American Tribes that requested consultation on the project shall be immediately contacted and invited to assess the significance of the find and make recommendations for further evaluation and treatment, as necessary. If deemed necessary by the City, a qualified cultural resources specialist, who meets the Secretary of Interior's Standards and Qualifications for Archaeology, may also assess the significance of the find in joint consultation with Native American Representatives to ensure that Tribal values are considered. Work at the discovery location cannot resume until the City, in consultation as appropriate and in good faith, determines that the discovery is either not a TCR, or has been subjected to culturally appropriate treatment, if avoidance and preservation cannot be accommodated.	Immediately upon discovery.	City of Bishop; Native American Representative; Qualified Cultural Resources Specialist.		

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Notice of Determination**Appendix D****To:**

☒ Office of Planning and Research
 U.S. Mail: _____ Street Address: _____
 P.O. Box 3044 1400 Tenth St., Rm 113
 Sacramento, CA 95812-3044 Sacramento, CA 95814

☒ County Clerk
 County of: Inyo
 Address: 168 N. Edwards Street
 Independence, California 93526

From:

Public Agency: City of Bishop
 Address: 377 West Line Street, P.O. Box 1236
 Bishop, California 93514

Contact: _____
 Phone: _____

Lead Agency (if different from above): _____

Address: _____
 Contact: _____
 Phone: _____

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2024010590

Project Title: East Line Street Bridge Replacement Project

Project Applicant: _____

Project Location (include county): City of Bishop, Inyo County

Project Description:

The project would replace the existing East Line Street Bridge with reinforced concrete box (RCB) culvert sections. The project is proposing a new sidewalk on the southern side of East Line Street and a new sidewalk connection on the northern side of East Line Street. The project may include barrier rails, pedestrian crossing, pedestrian refuge islands, traffic signage, speed bumps, a gateway arch, and/or a welcome sign. However, the final roadway design has not yet been determined.

This is to advise that the City of Bishop, Public Works Department has approved the above
☒ Lead Agency or ☐ Responsible Agency

described project on March 11, 2024 and has made the following determinations regarding the above
 (date)
 described project.

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [☒ were ☐ were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [☒ was ☐ was not] adopted for this project.
5. A statement of Overriding Considerations [☐ was ☒ was not] adopted for this project.
6. Findings [☐ were ☒ were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

City of Bishop, Public Works Department; 377 W. Line Street, P.O. Box 1236, Bishop, CA 93514

Signature (Public Agency): _____ Title: Public Works Director

Date: March 12, 2024 Date Received for filing at OPR: March 12, 2024



Agenda Item: 14.C
Date of Meeting: March 11, 2024
Department: Administration

STAFF REPORT

To: City Council
From: Robin Picken
Subject: **Resolution - City Fees and Charges Fiscal Year 2024-2025**
Prepared On: March 7, 2024
Attachments: Notice of Public Hearing
Staff Memorandums on Potential Changes
Proposed Resolution Amending and Restating Certain Fees and Charges

Background/History:

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

As part of the process, holding a public hearing and providing proposed changes to the public are required by Chapter 3.22 of the Bishop Municipal Code. A public hearing was held on February 26, 2024 and no public comments were made or received. Council requested that staff update the proposed 2024-2025 fees and charges clarifying if a fee or charge is an annual fee or a one-time fee.

Proposed changes for Fiscal Year 2024-2025 were submitted by the Administration and Finance Departments, Community Services/Parks and Recreation Department, Police Department, and Planning Department.

As noticed, the City Council will now consider adopting the proposed resolution amending and restating certain fees and charges for City services. Pursuant to Bishop Municipal Code Section 3.22.040 B, fees and charges will be effective in sixty (60) days after adoption and execution of an executive order by the City Administrator and no written appeal has been filed.

The Administration and Finance Services fees and charges, the Community Services/Parks and Recreation fees and charges, and the Planning fees and charges will be effective May 10, 2024 following the sixty (60) days as stipulated. Fees and charges for all other departments, unless otherwise dictated by state or federal law, will not be effective until July 1, 2024.

Existing fees and charges shall remain in effect and unchanged until these dates.

Analysis/Discussion:

Please refer to the staff memorandums attached outlining the proposed changes to the Fiscal Year 2024-2025 fees and charges schedule.

Economic Impacts:

None.

Budget Impacts:

Unless otherwise dictated by state or federal law, if the proposed resolution amending and restating certain fees and charges for Fiscal Year 2024-2025 is adopted by March 11, 2024 the proposed departmental fees from the Administration and Finance Services Departments, the Community Services/Parks and Recreation Department, and the Planning Department will be effective May 10, 2024, and all other departments will become effective July 1, 2024.

Legal Review:

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

Recommended Action:

Council consideration to approve the resolution amending and restating certain fees and charges for city services.

Approved By: Deston Dishion 3/7/2024

Approved By:

Approved By:

Approved By:

NOTICE OF PUBLIC HEARING
CITY OF BISHOP FEES AND CHARGES

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing at their regular meeting on Monday, February 26, 2024 at 6:00 p.m. in the Bishop City Council Chambers located at 301 West Line Street, Bishop, to hear and consider citizen input on proposed amendments to fees and charges for city services established by resolution.

Departmental staff reports of the proposed increases and decreases in fees and charges are available for public review at City Hall, 377 West Line Street, Bishop, California, and the City's website at www.cityofbishop.com.

PROPOSED FEES AND CHARGES:

Administration and Finance Services – Changes in fees and charges have been proposed under the Administration and Finance Services Fees, AF-12 Short Term Rental Application Fee, AF-14 Vacant Building Registration Processing Fee, and AF-15 Vacant Building Monitoring Fee.

Community Services/Parks and Recreation – Changes in fees and charges have been proposed under the Community Services/Parks and Recreation Fees, PR-1 Softball Lights, PR-2 Tennis Lights, PR-3 Softball/Baseball Tournaments (includes marking fields and lights), PR-6 Pool Rental, PR-7 Swim Classes, PR-8 Public Swim-Youth/Public Swim-Adult/Public Swim-Family Pass, PR-9 Water Fitness Pass (Lap Swim and Aerobic classes), PR-12 City Park Vendor/Exhibitor Fees/Mule Days and City Park Vendor/Exhibitor Fees/Labor Day, PR-14 Memorial Tree Program.

Public Safety – Changes in fees and charges have been proposed under the Public Safety Fees, PS-4 Report Copying – Accident Report and Report Copying-Other Reports.

Planning – Changes in fees and charges have been proposed under the Planning Fees, PL-19 Planning Review Minor, PL-20 Planning Review Major.

Any persons wishing to comment are invited to attend said hearing, or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the time of said hearing. Any questions can be directed to the Administration Department at 760-873-5863 Extension 124.

Published: February 15, 2024 and February 22, 2024



CITY OF BISHOP

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

To: Robin Picken, City Clerk
From: Deston Dishion, City Administrator
Subject: Proposed Fiscal Year 2024-2025 Administration and Finance Services Fees
Prepared on: February 9, 2024

General:

This memo presents the proposed 2024/2025 fiscal year fees and charges update for Administration and Finance Services.

1. **Short Term Rental Application Fee:** It is recommended to increase the fee to \$314 annually. This adjustment is based on the median transient rental nightly rate of \$157 for a 2-night stay in the City of Bishop. The purpose of this fee increase is to partially offset the staff costs associated with the administration of short-term rental activities.
2. **Vacant Building Ordinance Fees:** In 2023 the City Council has adopted an Ordinance of The City Council of The City of Bishop, State of California, Adding Chapter 8.07 of The City Of Bishop Code of Ordinances, Relating to Vacant Building and Storefront Nuisances. The ordinance stipulates the following fees to be paid by owners of vacant buildings:
 - **Vacant Building Registration Processing Fee:** at the time of submitting an application for vacant building registration, renewal of vacant building registration, or removal from registration.
 - **Vacant Building Monitoring Fee:** at the time of submitting a registration for vacant building registration, and quarterly thereafter while the building remains vacant.

Upon payment of the monitoring fee provided in this chapter, the enforcement official will monitor the vacant building for compliance with the maintenance standards of this chapter.

The establishment of these fees is based on the administrative costs and the expenses associated with inspections.

Proposed Administration and Finance Services 2024-2025 Fees and Charges

AF-12	Short Term Rental Application Fee	~~\$150 annually~~ \$314 annually
AF-14	Vacant Building Registration Processing Fee	\$75
AF-15	Vacant Building Monitoring Fee	\$75

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY CERTIFY that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for Administration and Finance Services for Fiscal Year 2024-2025.

It has been determined the fees and charges for Administration and Finance Services do not exceed the costs reasonably borne.



Ethan Aukee, Finance Director

Administration and Finance Departments
Department

February 7, 2024
Date Submitting Proposed Changes



Deston Dishion, City Administrator



CITY OF BISHOP

377 West Line Street – Bishop, CA 93514
P.O. Box 1236 – Bishop, CA 93515
City Hall (760) 873-5863 – Fax (760) 873-4873

To: Robin Picken, City Clerk
From: Dan McElroy, Community Services Manager 
Subject: Community Services/Parks and Recreation Proposed Changes to Fiscal Year 2024-2025 Fees and Charges
Date: 1/25/2024

General:

It has been requested to update the current Fees and Charges as stated below.

Community Services/Parks and Recreation

The Community Services/Parks and Recreation Department is requesting the following adjustments to the Fees and Charges Schedule. Increases in utilities, staffing and supplies have triggered this necessary increase.

PARKS AND RECREATION

No.	Title/Description	Fees/Charges
PR-1	Softball Lights	~~\$20.00~~ \$25.00 an hour
PR-2	Tennis Lights	~~\$5.00~~ \$8.00 per hour/time clock
PR-3	Softball/Baseball Tournaments (includes marking fields and lights)	~~\$200.00~~ \$300.00 per tournament
PR-4	Tennis Courts	-0-
PR-5	League Play	Actual Cost
PR-6	Pool Rental	~~\$70.00~~ \$100.00 hour/plus cost of aquatic personnel
No.	Title/Description	Fees/Charges
PR-7	Swim Classes	~~\$64.00~~ \$70.00 for 8 sessions
	Individual Lesson	~~\$90.00~~ for 4 sessions
PR-8	Public Swim – Youth	~~\$5.00~~ \$6.00 ~~\$40.00~~ \$50.00-10 Passes
	Public Swim – Adult	~~\$8.00~~ \$9.00 ~~\$35.00~~ \$40.00 5 Passes

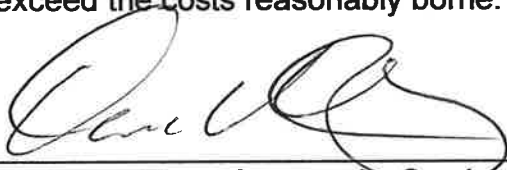
	Public Swim – Family Pass	~~\$70.00~~ ~~\$80.00~~ – 18 passes
PR-9	Water Fitness Pass (Lap Swim and Aerobic classes)	~~\$5.00~~ ~~\$6.00~~ ~~\$90.00~~ ~~\$100.00~~ – 20 Punches
PR-10	Special City Sponsored Recreation Activities	Actual Cost
PR-11	Set up/Clean up Services (Electrical, Tables, Etc.)	Actual Cost
PR-12	City Park Vendor/Exhibitor Fees/Mule Days	~~\$20.00~~ ~~\$30.00~~ per space ~~\$45.00~~ ~~\$55.00~~ per camp space
	City Park Vendor/Exhibitor Fees/Labor Day	~~\$10.00~~ ~~\$20.00~~ per space ~~\$45.00~~ ~~\$55.00~~ per camp space
PR-13	Park Development Impact Fees	-0-
PR-14	Memorial Tree Program	~~\$325~~ ~~\$375~~

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY CERTIFY that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for the Community Services Department services for Fiscal Year 2024-2025.

It has been determined the fees and charges for Community Services do not exceed the costs reasonably borne.



Daniel McElroy, Community Services Manager

Community Services
Department

January 29, 2024

Date Submitting Proposed Changes



Deston Dishion, City Administrator

City of Bishop Police Department

Nate Derr
Chief of Police

Serving our Community"

(760) 873-5866
(760) 872-3485 FAX
www.cityofbishop.com

January 23, 2024

To: Robin Picken, City Clerk

From: Nate Derr, Chief of Police

Subject: Police Department Proposed Changes to Fiscal Year 2024-2025 Fees and Charges

General:

It has been requested to update current Fees and Charges as stated below for the Police Department Report Copying Fees.

The Police Department proposes that No. PS-4 Report Copying Fees for Accident and Other reports be reduced to \$10.00. This will bring the fee in line with state guidelines and other law enforcement agencies.

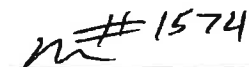
PS-4	Report Copying – Accident Report	\$20.00 ~~\$20.00~~ \$10.00
	Report Copying – Other Reports	\$20.00 ~~\$20.00~~ \$10.00

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY CERTIFY that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for the Police Department services for Fiscal Year 2024-2025.

It has been determined the fees and charges for the Police Department services do not exceed the costs reasonably borne.

 #1574

Nate Derr, Chief of Police

Police Department
Department

1/23/24

Date Submitting Proposed Changes



Deston Dishion, City Administrator



CITY OF BISHOP

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

To: Robin Picken, City Clerk
From: Anastasiia Budnyk, Assistant Planner
Subject: Proposed Fiscal Year 2024-2025 Planning Department Fees
Prepared on: February 9, 2024

General:

Planning Department application fees are subject to recovery of the actual cost of review, which can vary depending on the complexity of the project.

The establishment of local agency zoning and permit fees is subject to Government Code Section 66014, which includes the ability to set fees for the processing of maps. The fees may not exceed the estimated reasonable cost to provide the service for which the fee is charged.

Proposed New Fees for the Planning Reviews

Staff is proposing to the Council to approve the addition of PL-19 Planning Review Minor fee for minor design reviews. Typical reviews may include single-family, ADU, accessory structures, and signage reviews. The fee is based on average staff hours cost.

PL-20 Planning Review Major may include a design review of residential developments over 4 units, and commercial development site reviews over 0.5 acres, the cost will include pre-application consultations.

Staff is recommending to add the PL-21 In-Lieu Parking Fee for developments situated in parking-exempted areas outlined in Bishop Municipal Code, section 17.76.080. This fee, determined based on current cost considerations, is aimed at facilitating mixed-use development, particularly focusing on 144 South Main Street, situated within a parking-exempted area. It's important to note that staff is actively engaged in conducting a parking study to delineate the City's in-lieu parking strategy, and consequently, the proposed fee will be subject to adjustment based on the findings of this study.

PL-19	Planning Review Minor	\$75
PL-20	Planning Review Major	Actual cost, \$200 deposit
PL-21	In-Lieu Parking Fee	\$500 per space

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY CERTIFY that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for Planning services for Fiscal Year 2024-2025.

It has been determined the fees and charges for Planning services do not exceed the costs reasonably borne.



Deston Dishion, Planning Director

Planning
Department

February 23, 2024
Date Submitting Proposed Changes



Deston Dishion, City Administrator

RESOLUTION NO. 2024-_____

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

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

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

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

WHEREAS, heretofore the City Council adopted Ordinances No. 479 and No. 507 establishing its policy as to the recovery of costs reasonably borne to be recovered from users of City services; adopted Ordinance No. 538 updating Section 3.22.040 Schedule of fees and service charges; and directed staff as to the methodology for implementing said Ordinances; and

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

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

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

WHEREAS, pursuant to California Government Code § 66016 the required information on proposed new or increased fees or services charges was provided by mail and available for general public review as required by state law and Bishop Municipal Code Section 3.22.060; and

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

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

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

SECTION 1. FEE SCHEDULE ADOPTION. The following schedule of fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the appropriate department or the City Finance Department for the herein listed special services when provided by the City or its designated contractors.

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

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

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

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

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

SECTION 7. EFFECTIVE DATE. This Resolution shall go into full force and effect immediately. Pursuant to Bishop Municipal Code Section 3.22.040 B, fees and charges will be effective in sixty (60) days after adoption and execution of an executive order by the City Administrator and no written appeal has been filed. The Administration and Finance Services fees and charges, the Community Services/Parks and Recreation fees and charges, and the Planning fees and charges will be effective May 10, 2024 following the sixty (60) days as stipulated. Fees and charges for all other departments, unless otherwise dictated by state or federal law, will not be effective until July 1, 2024. Existing fees and charges shall remain in effect and unchanged until these dates.

PASSED, APPROVED AND ADOPTED this 11th day of March 2024.

Jose Garcia, Mayor

ATTEST: _____
Robin Picken, City Clerk

EXHIBIT "A"

CITY OF BISHOP FEES AND CHARGES

FISCAL YEAR 2023-2024

FISCAL YEAR 2024-2025

ADMINISTRATION & FINANCE SERVICES

No.	Title/Description	Fees/Charges
AF-1	New/Moved Business Application Process	-0-
AF-2	Business License Fees	
	Four Employees or less and not otherwise specified	\$44.00 annually
	Five Employees, less than ten, and not otherwise specified	\$124.00 annually
	Ten Employees or more and not otherwise specified	\$204.00 annually
	Having no Fixed or Permanent Residence in City which conducts business daily in the City	\$54.00 annually per vehicle/or person
	Having no Fixed or Permanent Residence in City which does not conduct business daily in the City	\$54.00 daily or \$400.00 annually each vehicle/or person
	Amusements Generally	\$204.00 annually
	Bowling Alleys	\$44.00 annually per alley
	Public Dancing	\$204.00 annually
	Circuses, Carnivals, etc.	\$54.00 per day
	Contractors and Subcontractors	\$104.00 annually
	Itinerant Locksmiths, Tool Sharpeners, etc.	\$3.50 per day or \$104.00 annually
	Pool Halls, Social Clubs, etc.	\$17.00 annually each pool table and \$104.00 annually for each card table
	Professions	\$44.00 annually
	Sound Trucks, Loud Speakers with permanent place of business in City	\$104.00 annually
	Out of City	\$13.50 per day or \$204.00 annually
	Past Due Business License Penalty	10% per month
AF-3	Bingo Fees	\$15.00 annually
AF-4	New T.O.T. Registration Certificate	-0-
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

No.	Title/Description	Fees/Charges
AF-5	Returned Check (NSF) Processing/Charge Back Fee	\$25.00 each
AF-6	Printed Materials/Map Production Sale	\$1.00 page
AF-7	Document Certification/Copying	\$.10 per page
AF-8	Records Research Service	Actual Cost
AF-9	City Code and Zoning Code Update	-0-
AF-10	Agenda/Minutes Mailing Service	-0-
AF-11	City Meeting Recording Copies	Actual Cost
AF-12	Short Term Rental Application Fee	~~\$150 annually~~ \$314 annually
AF-13	Administrative Fines - The administrative fine for the first offense of the City's Municipal Code shall be up to \$100; up to \$200 for the second offense within the same year, and up to \$500 for each additional offense within the same year. (Pursuant to Resolution 2019-02)	Up to \$100.00 Up to \$200.00 Up to \$500.00
AF-14	Vacant Building Registration Processing Fee	\$75.00 at time of submission and renewal
AF-15	Vacant Building Monitoring Fee	\$75.00 at time of submission and quarterly

COMMUNITY SERVICES

No.	Title/Description	Fees/Charges
CS-1	Auditorium Rental	\$50.00 First 4 hours \$10.00/hour each additional hour
CS-2	Council Chambers Rental	\$75.00 First 4 hours \$15.00/hour each additional hour
CS-3	Conference Room Rental	\$35.00 First 4 hours \$5.00/hour each additional hour
CS-4	Outside Grounds Rental (Set up, Clean up, Supplies & Service)	\$50.00 per rental ADDITIONAL - \$10 For Electricity Outlet access
CS-5	Weddings	\$150.00 per rental and a \$50.00 refundable deposit
FEE AND CHARGES KEY: * = Annually; ** = One Time Fee		

PARKS AND RECREATION

No.	Title/Description	Fees/Charges
PR-1	Softball Lights	~~\$20.00~~ \$25.00 an hour
PR-2	Tennis Lights	~~\$5.00~~ \$8.00 per hour/time clock
PR-3	Softball/Baseball Tournaments (includes marking fields and lights)	~~\$200.00~~ \$300.00 per tournament
PR-4	Tennis Courts	-0-
PR-5	League Play	Actual Cost
PR-6	Pool Rental	~~\$70.00~~ \$100.00 hour/plus cost of aquatic personnel
PR-7	Swim Classes	~~\$64.00~~ \$70.00 for 8 sessions
	Individual Lesson	\$90.00 for 4 sessions
PR-8	Public Swim – Youth	~~\$5.00~~ \$6.00 daily rate ~~\$40.00~~ \$50.00-10 Use Passes
	Public Swim – Adult	~~\$8.00~~ \$9.00 daily rate ~~\$35.00~~ \$40.00– 5 Use Passes
	Public Swim – Family Pass	~~\$70.00~~ \$80.00– 18 Use passes
PR-9	Water Fitness Pass (Lap Swim and Aerobic classes)	~~\$5.00~~ \$6.00 daily rate ~~\$90.00~~ \$100.00– 20 Use Pass Punches
PR-10	Special City Sponsored Recreation Activities	Actual Cost
PR-11	Set up/Clean up Services (Electrical, Tables, Etc.)	Actual Cost
PR-12	City Park Vendor/Exhibitor Fees/Mule Days	~~\$20.00~~ \$30.00 per space ~~\$45.00~~ \$55.00 per camp space
	City Park Vendor/Exhibitor Fees/Labor Day	~~\$10.00~~ \$20.00 per space ~~\$45.00~~ \$55.00 per camp space
PR-13	Park Development Impact Fees	-0-
PR-14	Memorial Tree Program	~~\$325~~ \$375 per Memorial Tree with plaque
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

PUBLIC SAFETY

No.	Title/Description	Fees/Charges
PS-1	Check Collection Fee	\$25.00**
PS-2	Impound Fee	\$125.00**
PS-3	Fingerprints Rolling either by paper and ink; or electronic Live Scan	\$25.00**
PS-4	Report Copying – Accident Report Report Copying – Other Reports	~~\$20.00~~ \$10.00** ~~\$20.00~~ \$10.00**
PS-5	Booking Fees	\$130.00**
PS-6	Repossession Processing	\$15.00**
PS-7	Parking Fines pursuant to Bishop Municipal Code Title 10 – Vehicles and Traffic Chapter 10.28 Sections 10.28.020 -10.28.200	\$30.00 each violation
PS-8	Handicapped Parking Violations	\$255.00**
PS-9	Burning Permit Fee	-0-
PS-10	<NO ASSIGNED FEE>	-0-
PS-11	<NO ASSIGNED FEE>	-0-
PS-12	<NO ASSIGNED FEE>	-0-
PS-13	<NO ASSIGNED FEE>	-0-
PS-14	Public Safety Development Impact Fees	-0-
PS-15	Criminal History Check Pursuant to California Family Code 6306	\$10.00**
PS-16	Witness Fees-Civil Proceedings Pursuant to California Government Code 68097	\$275.00 or actual costs, whichever is greater.
PS-17	Long Term Parking Permits – for six (6) month periods	\$200 - Up to 20 feet long \$250 - 20 to 40 feet long \$300 – Over 40 feet long
PS-18	Fire Training Facility Use Fee ~~delete*~~ ~~delete*~~ The Fire Training Facility is a shared venture between the City of Bishop and the Bishop Rural Fire Protection District. Any cost benefit seen from city implemented fees will be divided equally between the two entities. The City of Bishop, Bishop Rural Fire Protection District, and our local government fire and emergency service agency partners are exempt from the Fire Training Facility Use Fee charges.	\$50.00 for up to 4 hours per day \$100.00 for over 4 hours per day
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

Fire Code Construction Plan Review Fees

No.	Title/Description	Fees/Charges
PS-19	Residential Fire Sprinkler Review	\$150.00**
PS-20	Commercial Fire Sprinkler Review <5000 Sq.ft	\$425.00**
	>5000 Sq.ft	\$725.00**
PS-21	Fire Alarm/ Fire Detection Systems Review	\$425.00**
PS-22	Subdivision Review	\$625.00**
PS-23	Kitchen Hood and Duct and Clean Agent	\$275.00**
PS-24	Photovoltaic Systems (Commercial)	\$425.00**
PS-25	Photovoltaic Systems (Residential)	\$150.00**
PS-26	Unlisted Plan Review (Per Hour)	\$150.00**

Response and Operational Fees

No.	Title/Description	Fees/Charges
PS-27	False Alarm- 3 rd false alarm in a 12-month period and all subsequent false alarms.	\$300.00
PS-28	Basic Life Support EMS stand-by (per hour):	
	• 1 personnel with EMS equipment	\$30
	• 2 personnel with support vehicle	\$60
	• 3 personnel with ambulance and support vehicle	\$100
PS-29	Fire Apparatus Suppression or Rescue Response - Non-resident / Out of District Responses (per hour)	\$255.00
PS-30	Ambulance Transport Fees Transport fees are based on current year approved Inland Counties Emergency Agency (ICEMA) Inyo County Ground Ambulance Service rate. See: www.sbcounty.gov/icema	Based on ICEMA Current Fees and Charges

State Mandated and Local Fire Prevention Inspection Fees

No.	Title/Description	Fees/Charges
PS-31	Fire Prevention Inspections	
	Hospital	\$775.00**
	School	\$525.00**
	Preschool/ Daycare	\$150.00**
	Care Facility/ Nursing Home/ In Home Adult Care	\$375.00**
	Apartments/ Condos <5 Units	\$150.00**
	>5 Units	\$275.00**
	Motels/ Hotels <20 Units	\$150.00**
	>20 Units	\$275.00**
	Churches	\$100.00**
	Group F – Fabrication, Finishing, Manufacturing <5000 Sq.ft	\$150.00**
	>5000 Sq.ft	\$275.00**
	Group S – Storage <5000 Sq.ft	\$150.00**
	>5000 Sq.ft	\$275.00**
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

	State Mandated and Local Fire Prevention Inspection Fees - Continued		
No.	Title/Description		Fees/Charges
	Warehouse Inspections (B, M, F, and S)	<5000 Sq.ft	\$150.00**
		>5000 Sq.ft	\$275.00**
	Ordinary Hazard- Fire Prevention Inspection		\$100.00**
	Vacant Buildings	<5000 Sq.ft	\$150.00**
		>5000 Sq.ft	\$275.00**
	Fire Hydrant Flow		\$100.00**
	Wildland Urban Interface Inspection		\$100.00**
	Re-inspections (1 st reinspect- no charge) all subsequent		\$100.00**

PLANNING

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

No.	Title/Description	Fees/Charges
PL-1	Zone Change Review	\$1,500**
PL-2	Variance Review	\$1,500**
PL-3	Zone Ordinance Amendment Review	\$1,500**
PL-4	Appeals	\$300**
PL-5	Conditional Use Permit Review and Process	\$1,500**
PL-6	Specific Plan Review	\$1,500**
PL-7	General Plan Amendment	\$1,500**
PL-8	Categorical Exemption	\$120**
PL-9	Environmental Initial Study	\$1,500**
PL-10	EIR Staff Review	\$2,500**
PL-11	Time Extension Review	\$500**
PL-12	Tentative Parcel Map Review	\$2,000**
PL-13	Tentative Tract Map Review	\$2,500**
PL-14	Final Parcel Map Review	\$500**
PL-15	Final Tract Map Review	\$1,000**
PL-16	Certificate of Compliance	\$1,000**
PL-17	Lot Line Adjustment Review	\$1,000**
PL-18	Urban Lot Split Map Review (SB 9 Map)	\$1,500**
PL-19	Planning Review Minor	\$75**
PL-20	Planning Review Major	Actual cost**, require \$200 deposit**
PL-21	In-Lieu Parking Fee	\$500 per space**
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

PUBLIC WORKS

Building Fees

No.	Title/Description	Fees/Charges
BL-1	Building Permits	See below
BL-2	Residential SMIP Commercial SMIP	0.013% of Value 0.028% of Value
BL-3	Administrative Fines - Violations of building and safety codes may be subject to fines up to \$200 for the first offense; up to \$500 for the second offense within the same year, and up to \$1,000 for each additional offense within the same year (Pursuant to Resolution 2019-02)	Up to \$200.00 Up to \$500.00 Up to \$1,000.00

OVER THE COUNTER / PRE-DETERMINED COST SCHEDULE

Over the Counter permits are priced at the predetermined rates shown below and include SMIP, Revolving Fund, and Continuing Education fees/charges.

Reroof (residential)	\$292.73
HVAC replacement (heat/air)	\$292.73
Air conditioner replacement – up to 3 ton	\$292.73
Pellet / Wood Fireplace / Stoves	\$192.70
Fire sprinklers (residential)	\$403.88
Electrical panels (residential up to 400 amps)	\$192.70
Sewer lateral (residential)	\$192.70
Propane tank and/or gas line	\$141.65
Hot Water Heater (residential)	\$141.65

BUILDING PERMIT FEE SCHEDULE

\$1.00 to \$500.00 **\$43.33**

\$501.00 to \$2,000.00 **\$43.33** for the first \$500.00 plus **\$4.67** for each additional \$100.00 or fraction thereof, to and including \$2,000.00

\$2, 001.00 to \$25,000.00 **\$113.23** for the first \$2,000.00 plus **\$21.90** for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.

\$25,000.00 to \$50,000.00 **\$616.78** for the first \$25,000.00 plus **\$16.10** for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.

\$50,001.00 to \$100,000.00 **\$1,019.83** for the first \$50,000.00 plus **\$11.18** for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.

\$100,001.00 to \$500,000.00 **\$1,578.62** for the first \$100,000.00 plus **\$9.27** for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.

FEE AND CHARGES KEY: * = Annually; ** = One Time Fee

BUILDING PERMIT FEE SCHEDULE – CONTINUED.

\$500,001 to \$1,000,000.00 **\$5,160.30** for the first \$500,000.00 plus **\$7.57** for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.

\$1,000,001.00 and up **\$8,944.66** for the first \$1,000,000.00 plus **\$4.87** for each additional \$1,000.00 or fraction thereof.

Plan review for residential construction is equal to one-half of the building permit fee.

Plan review for commercial construction is equal to sixty-five percent of the building permit fee.

Continuing education fee is equal to 0.0002 multiplied by the total valuation for any project.

California Building Standards Commission fee collected as of January 1, 2009
(Revolving Fund)

California Building Standards Commission Fee Schedule

\$1.00 to \$25,000	\$1.00
\$25,001 to \$50,000	\$2.00
\$50,001 to 75,000	\$3.00
\$75,001 to 100,000	\$4.00
Every \$25,000 or fraction thereof above \$100,000	ADD \$1.00

PLAN DEVELOPMENT REVIEW FEE SCHEDULE

COMMERCIAL CONSTRUCTION	\$229.00
SINGLE FAMILY DWELLINGS	\$114.50
GARAGES AND ADDITIONS	\$57.25

PLUMBING PERMIT FEE SCHEDULE

Issuance fee (plumbing only)	\$45.08
In conjunction with a new structure	\$21.64
Each building and mobilehome sewer lateral	\$36.09
Each trap	\$12.63
Water heater and/or vent	\$12.63
Gas piping system (1 to 4 outlets)	\$14.40
Each propane tank	\$13.08
Each industrial waste pretreatment interceptor	\$14.40
Each alteration or repair of water piping	\$14.40

FEE AND CHARGES KEY: * = Annually; ** = One Time Fee

PLUMBING PERMIT FEE SCHEDULE – CONTINUED

Each alteration or repair of drain or vent piping	\$14.40
Each lawn sprinkler and backflow prevention system	\$14.40
Miscellaneous apparatus	\$27.08
Hydronic systems	\$36.09
Fire Sprinklers	\$105.68

ELECTRICAL PERMIT FEE SCHEDULE

Issuance fee (electrical only)	\$45.08
In conjunction with a new structure	\$21.64
Temporary services	\$21.64
Permanent services:	
200 amp or less	\$21.64
201 amp to 1,000 amp	\$36.09
Over 1,000 amps	\$68.53
Unit fee schedule (lights, switches receptacles for the first 20 each)	\$1.65
Each additional outlet over 20	\$0.90
Residential fixed appliances (ranges, ovens washers, dryers etc)	\$14.40
Miscellaneous apparatus, conduit, and conductors regulated by the California electrical code and not listed, each	\$27.08

MECHANICAL PERMIT FEE SCHEDULE

Issuance fee (mechanical only)	\$45.08
In conjunction with a new structure	\$21.64
Installation or relocation of heating apparatus including	
Forced air units, suspended heaters, wall heaters, etc., each	\$21.64
Wood stoves	\$21.64
Residential ventilation fans, each	\$12.63
Residential exhaust and hood exhaust fans	\$18.05
Commercial hood exhaust systems	\$45.08
Residential refrigeration air conditioning systems:	
Up to three tons	\$45.08
Up to five tons	\$53.28
Commercial systems will be based on a valuation of \$6.92 per square foot of conditioned space.	
Repairs, alterations or additions to each appliance	\$18.05
Air handlers:	
Up to 10,000 cfm	\$21.64
Over 10,000 cfm	\$45.08
Evaporative coolers	\$18.05
Miscellaneous mechanical apparatus (boilers, compressors, etc.)	\$27.08

FEE AND CHARGES KEY: * = Annually; ** = One Time Fee

SOLAR SYSTEM INSTALLATION FEES

Domestic water heating, active solar space conditioning, and electrical sub-feed systems.

Permit Fee	\$144.81
Plus \$0.37 per square foot of collector area	
Total of permit fee and collector fee	
Plan review is 50% of permit fee and collector area total	
Plus electrical, and or plumbing fees	
SMIP fee (based on valuation)	
Continuing Education fee	
CBSC fee (based on valuation)	
Total permit fee	

PRIVATE SWIMMING POOLS

Residential swimming pools:	
Construction below grade including piping and pump wiring	\$180.39

SIGNS AND OUTDOOR LIGHTING

Sign permit fees shall be charged based on the valuation according to the building permit fee schedule, and if electrical is involved:

One branch circuit, each	\$54.12
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DEMOLITION PERMIT FEE SCHEDULE

Per unit	\$108.21
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JACUZZI PERMIT FEE SCHEDULE

Mechanical, electrical and plumbing systems	\$108.21
Plan review is equal to one half of the permit fee	\$54.11

NO PERMIT OBTAINED

When any work for which a permit is required is started without having obtained the necessary permits, the permit fee will be doubled.

FEE AND CHARGES KEY: * = Annually; ** = One Time Fee

REINSPECTION / ADDITIONAL FEES

Third and subsequent reinspection necessitated by incomplete or faulty work, each reinspection **\$70.14**

Where plans are incomplete, inaccurate, or changed so as to require additional plan review beyond two plan checks, an additional plan review fee shall be charged at the current Senior Building Inspector hourly rate (one-hour minimum) for in-house plan checks and at the hourly rate of the outside plan check firm if the plans are routed to an outside plan checker.

STANDARD PLANS

Fees to establish standard plans **Regular Fee**

Additional units built to an approved standard plan on the same project **Regular Fee**

MOBILEHOME FEE SCHEDULE

Installation fee for standard mobilehome placement	\$333.57
Installation fee on a permanent foundation system	\$694.98
Installation fee for retro-fit foundation system	\$324.80
Plan review of 50% on installation fee for permanent foundation	\$347.39
Plan review for standard mobilehome placement	\$162.42
Plan review for retro-fit foundation system	\$162.42
Earthquake bracing	\$144.35
SMIP Fee (see fee schedule listed above)	

Continuing education fee based on new mobilehome valuation times 0.00021
California Building Standards Commission Fee (see fee schedule listed above)

MOBILEHOME PLUMBING PERMIT FEE SCHEDULE

Septic/sewer system (Not allowed within the City of Bishop)	\$36.09
Gas	\$14.40
Water	\$14.40
Issuance	\$21.64

MOBILEHOME ELECTRICAL FEE SCHEDULE

Panel	\$21.64
Misc. apparatus	\$27.08
Issuance fee	\$21.64

FEE AND CHARGES KEY: * = Annually; ** = One Time Fee

INCREASES IN ESTABLISHED FEES

Increases or decreases in the established fee schedule shall occur every year following the adoption of this fee schedule. The increase or decrease in the established fee shall be adjusted to match the County of Inyo Building Permit Fee Schedule, which is pursuant to the percentage of increase or decrease found in the Engineering News Record Construction Cost Index for the City of Los Angeles in March of every year.

ANNUAL CONSTRUCTION COST INDEX-BASED FEE INCREASES

Commencing July 1st, 2021 and every July 1st thereafter, the fees established herein shall be increased or decreased in proportion to the Consumer Cost Index (CCI) for that year published in the Engineering News Record for the City of Los Angeles. The head of the Building and Safety Division of the Public Works Department shall, by July 1st and by every July 1st thereafter, determine the above-described CCI and publish a new schedule of permit fees reflecting the changes to the fees required by this section.

General Public Works Fees

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

Water and Sewer Fees

WA-1 and SW-1 are monthly charges for water and sewer and are subject to the requirements of Proposition 218. Because of this, they are not part of this fees and charges schedule.

One Time Water and Sewer Fees

	Description	Fee
WA-2	Water Service Permit	\$50
WA-3	Water Service Construction Main to Curb Stop	Actual Cost
WA-4	Water Backflow Preventers Test	Actual Cost
WA-5	Water Development Impact Fees	\$2,000 per EDU
WA-6	Water Valve Box for Curb Stop Valve	\$0
WA-7	Water Lien	Actual Cost
WA-8	Water Stem Use	\$1 per 200 gallons
	FEE AND CHARGES KEY: * = Annually; ** = One Time Fee	

	One Time Water and Sewer Fees - Continued	
	Description	Fee
SW-3	Sewer Service Construction Main to Property	Actual Cost
SW-4	Sewer Grease Interceptor Inspection	Actual Cost
SW-5	Sewer Development Impact Fee	\$2,000 per EDU
SW-6	Sewer Lien	Actual Cost
FEE AND CHARGES KEY: * = Annually; ** = One Time Fee		

Approved by City Council on: _____