CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

City Council Chambers - 301 West Line Street - Bishop, California
MONDAY, SEPTEMBER 23, 2024 - 6:00 PM

NOTICE TO THE PUBLIC: Please be advised this meeting is accessible to the public in person, on the City of Bishop website, or on the local government cable channel 12. In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 124. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

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

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

Public comments may be made:

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

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

1. **CALL TO ORDER** - 6:00 p.m. Monday, September 23, 2024

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

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

4. **ROLL CALL**

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

6. **INTRODUCTION OF POLICE OFFICER WEST**
Police Chief Nate Derr will introduce and swear-in newly hired Police Officer Phil West.

7. **DEPARTMENT REPORTS**
Updates on department activities will be given by the Department Heads and/or their staff.
A. Fire Department - Fire Chief Bret Russell
B. Police Department - Police Chief Nate Derr
C. Public Works Department - Public Works Director Nora Gamino
D. Community Services Department - Community Services Manager Dan McElroy
E. Planning Department - Assistant Planner Ana Budnyk
F. Administration - City Administrator Deston Dishion

8. **EASTERN SIERRA TRI-COUNTY FAIRGROUNDS QUARTERLY UPDATE**
Presented by Acting Chief Executive Officer Mike Francesconi.

9. **PRESENTATIONS**

A. **BISHOP TOURISM IMPROVEMENT DISTRICT (BTID) ANNUAL REPORT** - Presented by Bishop Area Chamber of Commerce and Information Center Executive Director Tawni Thomson.
2023-2024 BTID Annual Report

10. **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. **Budget Report for the Month of August 2024**
Recommended Action: City Council to review the budget report for the month of August 2024.
Budget Report for the Month of August 2024

B. **Financial Reports for the Month of August 2024**
Recommended Action: City Council to review the financial reports for the month of August 2024.
Bank Reconciliation Report for August 2024
Combined Cash Report for August 2024
Investment Portfolio Report for August 2024
Warrant Register Report for August 2024

C. **Grand Jury Response**

Recommended Action: Council to review and approve the response to the 2023/2024 Grand Jury Final Report and accompanying response letter and Authorize the City Administrator to sign the letter .

ICGJ Final Report - Fire Dist.23-24
CIVIL GRAND JURY REPORT RESPONSE 2024

D. **Declaration of City-Owned Equipment as Surplus**
Recommended Action: Council consideration to declare the Public Works Department's WECO Industries sewer camera unit (Asset ID #022000-51) as surplus equipment.

E. **Planning Commission Meeting Cancellation Notice**
Recommended Action: Council is requested to receive and file the attached Planning Commission Cancellation Notice

September 24, 2024 - Cancellation Notice

11. NEW BUSINESS

A. **Advantages and Disadvantages of the Bishop Paiute Tribe Joining the Bishop Area Wastewater Joint Powers Authority**
Recommended Action: Council consideration to recommend adding the Bishop Paiute Tribe as a signatory member of the Bishop Area Wastewater Joint Powers Authority.

Joint Power Authorities with Tribes as Members

B. **Full Preliminary Engineering Report for 2022 Disaster Water Grant Application**
Recommended Action: Council consideration to approve the Public Works Director to sign a Task Order with Lumos and Associates for the preparation of a full Preliminary Engineering Report for a grant application with USDA RD in the not-to-exceed amount of $70,000 and a budget adjustment to the sewer fund as proposed.

Task Order 2_Bishop USDA PER

C. **Downtown Guidelines - Façade and Materials Color Discussion**
Recommended Action: Council to hold a discussion and provide direction to staff.

Downtown Guidelines - FaÃ§ade and Materials Color

D. **U.S. Department of Transportation Reconnecting Communities Pilot Program Letter of Support and Resolution**
Recommended Action: Eastern Sierra Council of Governments (ESCOG) Executive Director Elaine Kabala requests the Council's consideration to approve the City of Bishop's letter of support for a U.S. Department of Transportation Reconnecting Communities Grant Application and approve a resolution authorizing ESCOG to submit an application for the U.S. Department of Transportation Reconnecting Communities Pilot Program.

ESCOG staff report_ USDOT H2B Reconnecting Communities 2024 08 28
Letter of Support from City of Bishop 2024 09 23
Resolution 2024-XX Reconnecting Communities 2024 09 23

12. FUTURE AGENDA ITEMS

13. COUNCIL AND COMMITTEE REPORTS

14. ADJOURNMENT

Meeting Cancelled - Monday, October 14, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers

Monday, October 28, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers

2023/2024

BISHOP TOURISM IMPROVEMENT DISTRICT
ANNUAL REPORT



COVER PHOTO BY MICHAEL MCDERMOTT

A LETTER FROM THE EXECUTIVE DIRECTOR

Thank you for taking the time to read this report. We are incredibly proud of the progress we've made and excited to share the positive outcomes of our efforts with our stakeholders. Your support is integral to our success—after all, what we achieve together is a reflection of your commitment and collaboration!

While tourism in our region has shown improvement over the past year, the travel industry has not yet fully recovered from the pandemic. International visitation remains below pre-2019 levels, though we are seeing a gradual return of international travelers. Bishop's strategic location near National Parks and iconic landmarks makes it an attractive destination for global explorers.

We are actively investing in programs through Visit California, High Sierra Visitors Council, and the US Travel Association to maintain and enhance brand awareness on a global scale. According to the US Travel Association, a full recovery is expected by the end of 2025.

To mitigate the slower recovery of international travel, we have intensified efforts to attract visitors from within California and neighboring states. We've developed new itineraries and created fresh content to spotlight events and activities tailored to diverse interests and age groups. We are committed to demonstrating that Bishop offers something for everyone, across all seasons and interests, ensuring that our destination remains top-of-mind for potential travelers.

We are beginning to see the effects of a cooling economy and shifting consumer sentiment. The intense "revenge travel" of 2022 and 2023 has diminished, and challenges like tight visa restrictions and a strong dollar are affecting international travel. To navigate these challenges, we must accelerate our promotional efforts to sustain and grow our market share. Our focus will be on reinforcing our marketing strategies and enhancing our appeal to ensure continued growth.

We will continue to closely monitor travel data and trends using tools like STR and Datafy. This data-driven approach helps guide our marketing strategies and ensures we remain responsive to changing market conditions.

Like the runner on the cover of this report, as we reflect on the past year, we draw inspiration to keep moving forward with renewed energy and determination. Our journey has been marked by significant achievements and valuable lessons, and we are excited to continue advancing with the same drive and enthusiasm. Together, we will build on our successes, tackle new challenges, and strive for even greater accomplishments in the future.

Thank you for your unwavering support and partnership as we press on toward our shared goals.

Sincerely,

Tawni Thomson

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BTID ANNUAL REPORT 2023-2024

BISHOP TOURISM IMPROVEMENT DISTRICT (BTID)

BTID **BACKGROUND**

Developed by Bishop lodging businesses and the Bishop Chamber of Commerce, the Bishop Tourism Improvement District (BTID) is an assessment district designed to provide specific benefits to payers, by funding marketing and sales promotion efforts for assessed businesses. The BTID was initially formed in 2014 for a five (5) year term, beginning January 1, 2015. The district was renewed for a 10-year term, January 1, 2020 through December 31, 2029.

The district includes all lodging businesses located within the boundaries of the Bishop City limits, including hotels, motels, hostels and short term rentals such as AirBnB. Assessment rate is currently 2% of gross sales and is collected by the City of Bishop at the same time and in the same manner as Transient Occupancy Tax. BTID funds are then forwarded to Bishop Chamber of Commerce on a quarterly basis. BTID funds are used for tourism promotion programs as outlined in the BTID Management District Plan. No proposed changes to boundary, rate or business classifications are proposed for this year.

The Bishop Chamber of Commerce will continue to serve as the BTID Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this plan, and must provide annual reports to the Bishop City Council.

In California, TIDs are formed pursuant to the Property and Business Improvement District Law of 1994. This law allows for the creation of a benefit assessment district to raise funds within a specific geographic area. The key difference between TIDs and other benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the district.

The Bishop Tourism Improvement District (BTID) clearly demonstrates a successful model of collaborative funding and strategic investment. Here's a breakdown of how the program creates a "win-win-win" situation:

1. **Lodging Partners**: The increased marketing efforts lead to higher occupancy rates. This boosts revenue for local hotels and lodges, benefiting them directly from the increased number of visitors.
2. **City's General Fund**: Higher occupancy results in increased Transient Occupancy Taxes (TOT), which contribute to the city's general fund. This extra revenue supports various city services and infrastructure improvements.
3. **Bishop Area Chamber of Commerce & Visitors Bureau (BACCVB)**: The additional lodging sales also boost the BTID budget, allowing BACCVB to invest more in marketing initiatives. This, in turn, supports further promotion of Bishop and attracts even more visitors.

By pooling resources and leveraging collective efforts, the BTID enables a broader and more effective marketing strategy than any single stakeholder could achieve alone. This collaborative approach ensures that the benefits are shared among the city, lodging partners, and the marketing body, creating a sustainable cycle of growth and investment.

It's true that Bishop's marketing budget might not be as substantial when compared to the advertising programs of well-known destinations like Big Bear, Lake Tahoe, Palm Springs and Mammoth Lakes. These areas often have larger budgets due to their higher profile and greater tourist traffic, which allows them to invest more in extensive marketing campaigns, amenities, and attractions.

For Bishop, it's essential to make the most of the budget by focusing on its unique qualities and attractions. Targeting specific niches, leveraging local influencers, and using cost-effective digital marketing strategies help maximize the impact. Emphasizing unique features, such as outdoor adventures, local culture, or hidden gems, can help differentiate Bishop from these larger, more heavily marketed destinations.

BTID ADVISORY BODY

The use of the assessment fund is based on recommendations of the Bishop Chamber of Commerce. The organization is governed by an all-volunteer Board of Directors, elected by the Bishop Business community to set policy and provide oversight of staff. The Bishop Chamber holds monthly business meetings to review programs, discuss progress and monitor the budget. The Executive Director regularly presents public updates at Bishop City Council meetings.

**A minimum of three Bishop Chamber Board members represent lodging businesses paying the BTID assessment. All BTID lodging owners and representatives are invited and encouraged to participate in program development.*

2024/2025 BACCVB BOARD OF DIRECTORS		
Name	**Business Representation**	**Title**
Sunil Lad *	Best Western Bishop Lodge & Comfort Inn	President
Robert Sharp	Eastern Sierra Community Bank	Vice President
Sarah Freundt	Grocery Outlet	Treasurer
Cheryl Underhill	Northern Inyo Hospital Foundation, VFW, Lions, Altrusa, Eastern Sierra Cancer Alliance, Elks	Immediate Past President
Manuel Astorga	Astorga's Mexican Restaurant	Board Member
Jason Brown	Laughing Parrot Productions	Board Member
Tara Frank	Owens Valley Paiute-Shoshone Cultural Center	Board Member
Gary Gunsolley	Fly Fishing Guide	Board Member
Lynn Hawks	Hawks Landing Gourmet Confections	Board Member
John Marko *	Wayfinder Bishop	Board Member
Jennifer McGuire	Individual Member	Board Member
Niral Munshaw *	Vagabond Inn	Board Member
Gayla Wolf	Honey Bee Photography	Board Member
Debi Yerkes	Alex Printing	Board Member

BTID **KEY OBJECTIVES**:

The BTID District Management Plan, developed by Bishop Hoteliers prescribes 80% of funds for sales and marketing; 10% for administration; 5% for visitor services/enhancements; and 5% for contingency/reserve.

Sales and Marketing Programs may include:

- Year-Round Visitor Information Center in downtown Bishop operated by professionally trained staff;
- Membership with local, state and national tourism organizations, such as Visit California and High Sierra Visitors Council, and Brand USA to target key international markets to increase overnight visitation;
- Production or sponsorship of events that draw overnight visitors, particularly in the off seasons;
- Billboards along Highway 395 to promote responsible recreation, flights and events;
- Attendance of travel consumer shows to promote overnight visitation;
- Participation in educational and networking conferences, such as VisitCA, Caltravel, IPW and One West Tourism Alliance.
- Online marketing, including website with mobile and foreign language versions, search engine marketing, paid social media ads, banner ads promoting Bishop as a year-round destination;
- Engage professional companies such as Smith Travel Research (STR), VisaVue, Datafy and others to conduct research that will help guide marketing efforts and effectively remarket to increase overnight visitation;
- Print and digital advertising to promote overnight visitation to Bishop;
- Development and implementation of a public relations and communications strategy, inclusive of social media outlets and press release distribution designed to increase overnight visitation at assessed businesses;
- Sales and marketing blitzes for assessed businesses;
- Familiarization tours of assessed businesses; and
- Preparation, distribution and production of collateral promotional materials such as brochures, flyers and maps to promote overnight visitation.

Visitor Services/Enhancements may include

- Visitor Center improvements and enhancements
- Trout stocking in Bishop Area waters to promote overnight visitation
- Visitor education through projects such as Climbing Ranger
- Comprehensive and integrated wayfinding signage

OUR BRAND – SMALL TOWN WITH A BIG BACKYARD

The brand for Bishop, CA, "Small Town with a BIG Backyard," captures the essence of what makes our town unique and appealing to both visitors and locals. This branding reflects Bishop's blend of charming, small-town character with its expansive natural surroundings.

Community Charm:

- **Population**: Approximately 11,000 in the greater Bishop area contributes to a close-knit and welcoming atmosphere.
- **Downtown**: Features family-run restaurants, galleries, and retail shops that offer a mix of traditional hospitality and modern amenities.
- **Local Highlights**: Includes a walking tour of murals, a historic movie theater, Native American Cultural Center, pioneer museum and a scenic park in the heart of town.

Expansive Outdoors:

- **Public Land**: 98% of Inyo County's land is publicly owned by the USFS, BLM, and the Los Angeles Department of Water & Power, encompassing over 6 million acres available for recreation.

- **Proximity to Attractions**:
  Bishop Creek Canyon: A mecca for hikers, anglers & photographers.
  Ancient Bristlecone Pine Forest: Home to some of the world's oldest trees.
  Mount Whitney: The highest peak in the contiguous U.S.
  Alabama Hills: Known for its striking rock formations and as a popular film location.
  Death Valley: An amazing land of extremes.
  Mammoth Mountain: Offers skiing, hiking, and spectacular views.
  Devils Postpile: Famous for its unique columnar basalt formations.
  Mono Lake: Notable for its unique tufa formations.
  Eastern Entrance to Yosemite: Access to one of the most iconic national parks.

The brand "Small Town with a BIG Backyard" perfectly illustrates Bishop's balance of intimate, small-town charm with access to vast, breathtaking landscapes. It highlights the town's appeal as a gateway to a world of outdoor adventures and natural wonders.

STRATEGIC PLAN IMPLEMENTATION & PROGRAM APPROACH

Digital Emphasis

- **Investment in Digital Infrastructure**: Our commitment to building a robust digital communications framework has proven crucial. This infrastructure enables us to stay connected with our audience, adapt to changing trends, and position Bishop for ongoing success.
- **Dynamic Website**: Our website, www.bishopvisitor.com, is a central hub for promoting Bishop. It's regularly updated with new content, reflecting seasonal changes and current events. The ability to track and analyze data allows us to make real-time adjustments, ensuring our digital presence remains responsive and relevant.
- **Partnership with Simpleview**: We collaborate with Simpleview for expert management of paid social media ads and search engine optimization, ensuring that our digital marketing efforts are targeted and effective.

Authenticity

- **Local Expertise**: We utilize a "Dream Team" of local experts, including social media managers, writers, influencers, photographers, and videographers. These individuals bring genuine, first-hand experiences of Bishop's outdoor offerings and community.
- **Authentic Voice**: By relying on locals, we ensure that our content reflects true enthusiasm and deep knowledge of the area. This approach fosters an authentic connection with our audience compared to using external ad agencies.
- **Diverse Online Presence**: Our team creates and shares content across various platforms, including Facebook, Instagram, TikTok, and YouTube, showcasing Bishop's unique charm and attractions.

Outside

ADVERTISEMENT



Sustainability

- **Community and Environmental Stewardship**: We aim to foster community cohesion and economic growth while preserving Bishop's unique guest experience and natural environment.
- **Support for Climbing Rangers**: In partnership with the Eastern Sierra Interpretive Association (ESIA), we co-fund two Climbing Rangers who patrol local lands, educate visitors on Leave No Trace principles, and promote responsible recreation.
- **Encouraging Responsibility**: We advocate for sustainable practices among both residents and visitors, emphasizing the importance of maintaining the health of our landscape, community, and local businesses.

Informed Investments for Recovery and Growth

- **Data-Driven Decisions**: We use demographic, spending, and location data from Datafy to inform our marketing strategies. This helps us understand our guests' interests and behaviors, allowing us to tailor our efforts effectively.
- **Marketing Investments**: We allocate resources to a variety of regional and national publications, both print and digital. This includes producing and distributing visitor guides and brochures such as the Bishop Visitor Guide, EZ Hikes Brochure, Inyo County Fishing Map, Birding Hotspots, Treasure Map, Inyo County Backroads Magazine, and the Eastern Sierra Fall Colors Guide.

Information Center

- **Guest Services**: The Bishop Information Center is a vital component of our strategy. Our team of Guest Hosts provides excellent service, responding promptly to calls, emails, and walk-in inquiries.
- **Increased Inquiries**: As interest in Bishop grows, we have seen a rise in inquiries and the scope of information requests. Our Information Center plays a crucial role in managing this influx and delivering accurate, helpful information to prospective visitors.

This strategic approach integrates digital innovation, authenticity, sustainability, informed investment, and exceptional guest services, positioning Bishop as a desirable destination with a strong foundation for continued growth and success.

STRATEGIC PROGRAM: DIGITAL

BISHOPVISITOR.COM ENGAGEMENT	
Increase	13%
Annual Visits	**681,000**
Top Tier Markets CALIFORNIA (83%) Los Angeles, San Jose, Sacramento, San Diego, San Francisco, Las Vegas UNITED STATES (92%) California, Nevada, Arizona, Colorado, Washington, Oregon, and Texas. INTERNATIONAL (8%) Germany, UK, Canada, France, China, India, Australia, Mexico.	*Top Pages (1-10)* 1. Home Page 2. Lodging 3. Fall Colors 4. Fish Report 5. Webcams 6. Air Service 7. Itineraries 8. Night Sky 9. Events 10. Bristlecone
Event Counts (interactions)	2.2 Million
Partner Clicks	111K
Visitor Guide Downloads	16K
Fall Color Map Downloads	6K
Three Pages/Session	30K
E-News Converters	2.5K

BISHOPVISITOR.COM

Website metrics are an important way to measure the success of marketing efforts and guide campaign strategies.

International website visitors represented 8% of the 2023-2024 total, an increase of 4% over the previous year.

Last Year, we added Nevada into paid social and search campaigns and we're now seeing the visitors from Las Vegas show up online, downloading the app and in destination through Datafy data.

Over 70% of guests accessed the website from a mobile device.

The website is continually updated with new content, events, UGC and videos.

- BookDirect continues to provide a zero-commission booking engine for the hoteliers from bishopvisitor.com. This year there were 2,483 referrals, with an average of $254/booking. Data shows guests are booking 42 days in advance.
- Inyo-Mono "Ale Trail" was recently added to the website.
- "Small Town, Big Characters" video featuring Craig London and the original "Leave No Trace" ethics is popular with locals and visitors. Over 80% have watched the video all the way through.
- New Eastern Sierra Tour (EST) video features 10 iconic stops between Death Valley and Yosemite. Over 75% of the viewers on YouTube watched the video to completion.
- New mobile-first website has been under construction for 7 months and is set to launch late summer 2024.

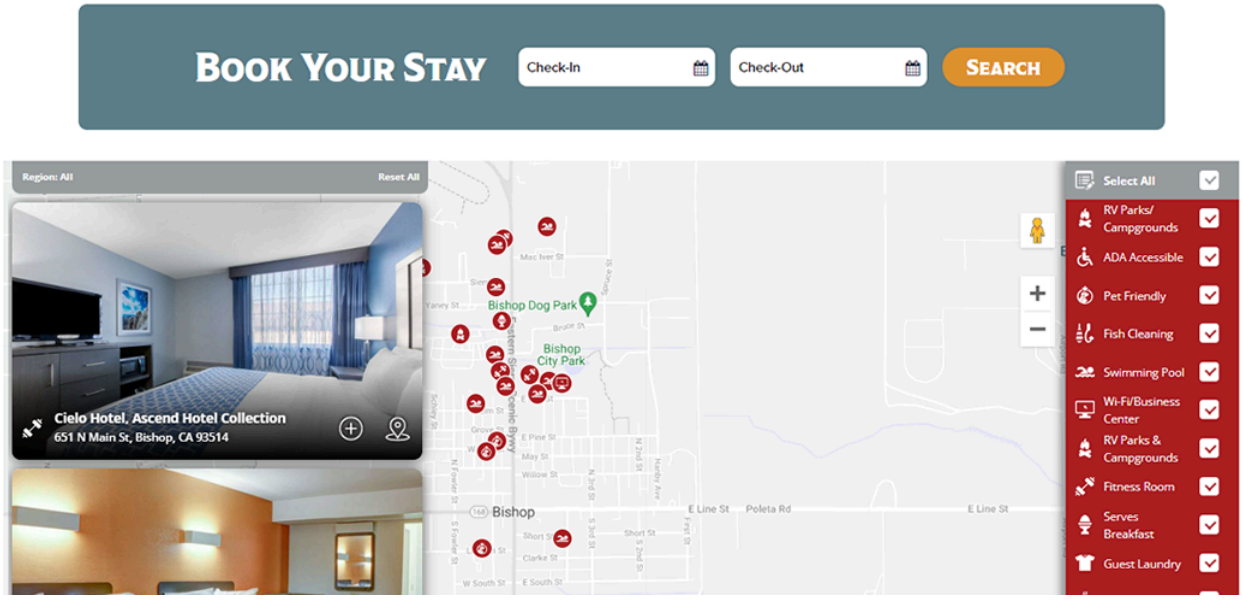
Email Marketing – We use Constant Contact for e-news communications with guests that have subscribed through the website, social media, in the Information Center and at travel/trade shows. The database grew 16% last year. We currently have 46K subscribers with an impressive open rate of 45% (industry average is 23%)

Visit Bishop App - The Visit Bishop Team worked with the pros at VisitWidget to develop our region's first advanced, cross-device application that creates an engaging and intuitive way for visitors to research, plan, and experience their visit. This app is popular with locals and visitors alike. The IOS and Android App is free to download and easy to navigate. Users can choose places to stay, see, eat, and shop and add them to their itinerary and map. A large touchscreen version is at the Bishop Airport. There's also an online widget that allows desktop users to engage.

Use of the Visit Bishop App increased by 89% last year. Engagement shows visitors staying over 2.5 minutes, with a total of 57K pageviews and 2K downloads.

Most engaged users are from:

1. Los Angeles
2. Sacramento
3. San Diego
4. Victorville
5. San Francisco
6. Las Vegas



STRATEGIC PROGRAM: SOCIAL MEDIA

Overall the @VisitBishop Facebook Reach is now over 21M and 2M on Instagram. Our social team has done an amazing job with engagement. More than 10,000 comments and 300,000 reactions were closely monitored last year.

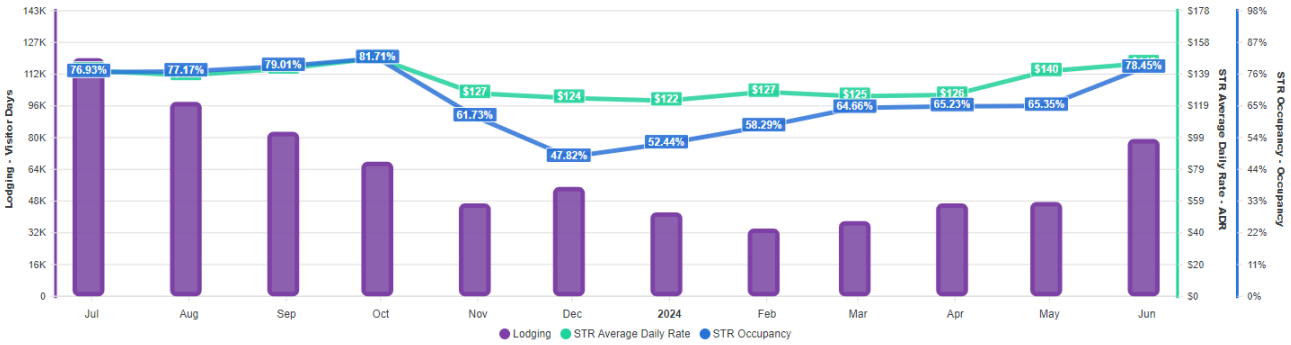
New targeted campaigns in San Francisco, Denver and other key out of state markets produced excellent results:

- 2,500 lead generations
- 1,500 clicks for air service
- 9.000 clicks for the Eastern Sierra Tour (EST)
- 400K new visitors

Increased efforts to grow YouTube are working well. Last year, we added TikTok videos and YouTube shorts, plus new longform videos generated by Alex Pollini, Shawn Reeder and Chris Lobreglio. We now have 130 videos on the Visit Bishop YouTube Channel that have generated 227K views and a watch time of 3,100 hours.



STRATEGIC PROGRAM: DATA ANALYSIS



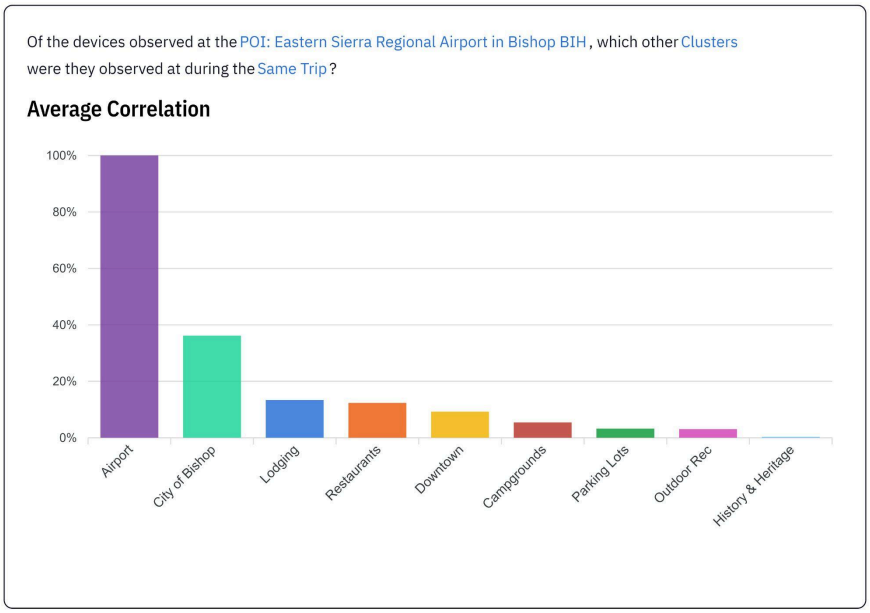
DATAFY uses geolocation data from mobile devices that allows us to examine visitor trends over the past five years. Simpleview is also analyzing this data to enhance our remarketing and target audiences for social and google advertising.

Some examples of data collected through Datafy help us understand information about travelers at Bishop Airport.

TOTAL PASSENGERS
7,163

AVG AIR FARE COST
$305.38

TOTAL AIR FARE
$2.19M



STRATEGIC PROGRAM: OCCUPANCY & ADR

BACCVB subscribes to weekly occupancy reports provided by Smith Travel Research (STR). STR Reports for Bishop include data from 11 of the 19 downtown hotels, representing 79% of BTID room inventory. STR data includes small (13 rooms) and large (87 rooms) properties. STR data is also uploaded weekly to Datafy. We are confident the data is a solid representation of overall Bishop lodging trends.

Average Daily Rate (ADR) is a carefully monitored metric. Lodging rates vary in all communities according to demand, with higher rates during peak travel season and major events. Increasing ADR is a good indicator that BTID funded marketing programs are working to increase Bishop's status as a desirable destination.

According to Smith Travel Research, Bishop lodging occupancy for 2023 was 70.2%. Average Daily Rate was $135, which represents a 6% increase over the previous year. All in all, Bishop's occupancy rate is on par with the High Sierra Region and state average. ADR is considerably lower than statewide average.

% BISHOP OCCUPANCY										
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	35.5	42.1	50.2	43.2	58.3	54.9	48.4	61.0	62.6	54.2
February	53.7	42.3	52.0	54.2	63.2	57.3	53.4	68.5	67.6	58.0
March	53.7	57.0	59.4	61.1	65.8	47.2	61.5	66.6	70.7	65.2
April	55.9	52.6	60.4	57.6	65.8	27.1	65.4	65.3	69.4	65.6
May	61.0	63.0	64.6	69.8	68.6	38.3	70.2	68.5	68.8	65.7
June	74.6	81.5	81.2	81.0	81.7	66.2	86.1	82.1	79.4	78.8
July	81.5	84.4	86.9	86.3	84.8	71.0	82.9	79.0	76.9	79.5
August	74.5	81.1	84.9	78.8	86.7	69.3	66.9	78.5	77.2	
September	75.4	85.1	85.1	83.6	88.6	62.8	66.8	79.2	79.0	
October	64.6	77.9	85.6	81.6	86.0	73.8	78.1	81.1	84.0	
November	43.4	52.8	54.4	56.5	57.5	59.4	61.5	63.9	59.4	
December	46.1	46.9	47.8	52.3	54.1	44.8	61.8	57.0	47.9	
Annual Average	60.0	63.9	67.7	67.2	71.8	56.0	66.9	71.0	70.2	

AVERAGE DAILY RATE									YTD
2015	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**
$94	$100	$106	$108	$114	$110	$120	$127	$135	$136

STRATEGIC PROGRAM: INFORMATION REQUESTS

The magazine style Bishop Visitor Guide is much more than a directory as it features in-depth articles and large photos to inspire travelers to explore the destination more deeply. It's been very well received, and we reprint 50K copies annually with a new cover, some new articles and updated member information. Please take the time to Flip through the pages of the new Bishop Visitor Guide, we are very proud of the publication and hope you are as well.

Search Engine Management (SEM) efforts focus on driving visitors to request a Bishop Visitor Guide via a form on www.bishopvisitor.com. A completed request is considered a "conversion" for purposes of measuring SEM success. Last year 2,930 requests were received and fulfilled. 40% (1,170) were mailed, while 60% (1,760) requested a digital download. We continue to see the digital download option grow each year.

STRATEGIC PROGRAM: ACCESS & TRANSPORTATION AWARENESS

- Trip Planning Menu on www.bishopvisitor.com is continuously updated to reflect current seasons/conditions and has links to CalTrans, Nevada DOT, weather, and wildfire smoke projections.
- Visitor Center Hosts are well trained to help guests with all transportation questions.
- Social media, e-news and the website inform visitors and locals about road conditions.
- The website travel planning resources have been enhanced with comprehensive seasonal guides, immersive travel experiences, accessible destinations guide and the new "Eastern Sierra Tour."
- "Fly to Bishop" messaging has been increased in print and social platforms and featured at Bay Area Travel Show.
- BACCVB Executive Director participates in monthly Eastern Sierra PIO group meetings.
- In-person outreach at US Travel Association International Travel Conference.
- Bishop was featured in California Road Trips Magazine, highlighting Bishop Airport as the new gateway to CA.
- We have created Interactive ArcGIS Story Maps for all landing pages.

STRATEGIC PROGRAM: MULTI SEASON TARGETED CAMPAIGNS

Strategically targeted campaigns attract visitors that enjoy off-season activities such as photography, birding, fly-fishing, desert trail running, bouldering and high desert exploration.

We utilize niche publications and continually update social media campaigns, blogs and paid digital ads to fit the season.

- Weekly fishing reports by local guides are now featured on website
- Weekly fall color reports with photos were submitted to www.californiafallcolor.com
- Weekly wildflower reports with photos were submitted to Desert USA.com
- Weekly climbing conditions reports provided by Climbing Rangers were featured on the website and across social platforms.

YOSEMITE JOURNAL CAMPAIGN: MYYOSEMITEPARK.COM

- 10,343 Pageviews – Las Vegas to Yosemite Road Trip
- 3,116 Pageviews – Explore Bishop's Big Backyard
- 2,490 Targeted leads sent including name, email and mailing address
- 4,179 Engagements – National Park Facebook



"Methuselah" tree in the Ancient Bristlecone Pine Forest (Getty Images)

Explore the East Side

If this road trip leans into superlatives, nowhere is that more true than the Eastern Sierra. Inyo County, made up of towns like Lone Pine, Bishop and Independence, is home to the lowest place in North America, the hottest ever recorded temperature and the world's oldest tree.

By Mikaela Ruland

After a stunning scenic drive through the park (pg. 80), check into the Oasis at Death Valley. This gorgeous, California-mission-style hotel complex is home to the historic Four Diamond Inn and the family friendly Ranch at Death Valley. Both properties underwent extensive renovations in 2018 and the inn now features 22 beautiful casitas alongside its famous gardens and vintage pool with an exquisite bar. At the Ranch at Death

towering above it all with the deepest valley below. The Alabama Hills have served as the backdrop for countless movies from *The Lone Ranger* to *Iron Man*. Visit the Museum of Western Film History in Lone Pine to learn more about the area's movie history that put Hollywood on the map hundreds of years ago, and to see artifacts and memorabilia from your favorite films.

Farther north, find the Ancient Bristlecone

a detailed look at the local Paiute and Shoshone tribes from beautiful baskets to intricate beads and tools.

Afterwards, stop at Mountain Rambler Brewery for dinner and a pint. It's the beginning of the Eastern Sierra Ale Trail, which connects Bishop to Yosemite and has six stops that you can visit along the way to earn a patch. If you're a wine drinker, Good Earth Yogurt combines the best of both

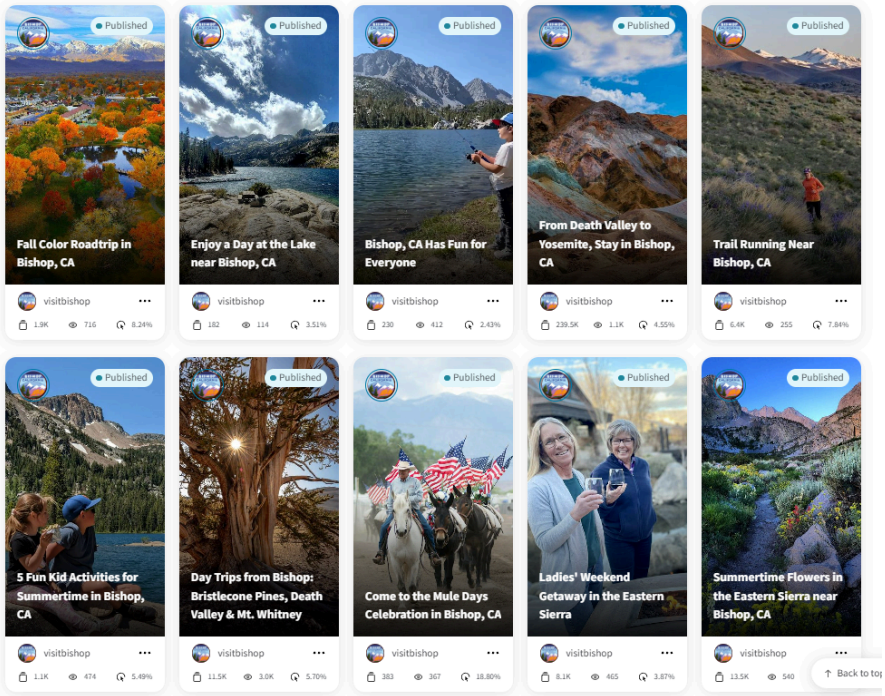
STRATEGIC PROGRAM: UGC & INFLUENCERS

VISUAL STORYTELLING FOR OUR DESTINATION

USER GENERATED CONTENT (UGC)

UGC offers the leading visual storytelling solution and plays an important role in our social media efforts. We have been filling our Crowdriff library with relevant up-to-date user generated content. UGC is invaluable as our guests trust their friends and family experiences more than those of paid spokespeople. Our social media team asks for permission for each and every image. These photos currently live on our website, are shared extensively on social channels, and show up from time to time on VisitCalifornia.com.

+159 Galleries
3410 Assets
30% Engagement
160k Views



"Earned Media" is a vital component of the destination development strategy. Sometimes this is called "free" advertising, but it's not really that at all. "Earned Media" is publicity that is not paid for, but is an article, BLOG or social post that's written by a third party. We understand the value of engaging and nurturing relationships with journalists, photographers and influencers.

We regularly facilitate familiarization tours (FAMS) for these important partners, but we don't write the stories for them. We invite them to visit our region, discover and report on their experiences. We do pay for lodging and meals if that type of support is requested.

Localhood Stories utilize Crowdriff sourced images to highlight our destination. Our social team submitted these to Visit CA and Google Travel with great results - 369K impressions with an interaction rate of 68% (up 24% over last year).



In May 2024, the Post IPW International Fam Tour included 20 attendees, plus two Visit CA Reps and a photographer. They rode by motorcoach from LA to Palm Springs, then Barstow and into the Eastern Sierra. Our Visitor Center Host met the bus in Lone Pine and provided a narrated trip to Bishop. The group was treated to a nice dinner at Whiskey Creek and an overnight stay at Wayfinder Hotel. Half of the group took an early morning drive up to Lake Sabrina and the full group was thrilled with their tour and program at the Owens Valley Paiute-Shoshone Cultural Center before moving north to Mono Lake, June Lakes Loop and Mammoth. We've heard very positive feedback from the participants, and we are certain there will be great returns on this investment.


highsierra SPOTLIGHT CITY

Bishop

Some 2023-2024 Earned Media Projects:

- Becky Nesel/ @geobeckly
- Mike and Kristen Schoeck/@RunTheAtlas
- Amanda Ronzoni/ Italian Freelance Travel Journalist & Photographer
- Greg Vinci/ Freelance Travel Journalist & Photographer
- Hermann Global/Visit USA Parks

INFORMATION CENTER: GUEST SERVICES

BISHOP VISITOR CENTER BY THE NUMBERS

2020 #7302 | 2021 #13,453 | 2022 #17,058 | 2023 #18,871

Visitor inquiries by phone, email and in person continue to grow post-pandemic.

- Open year-round, hours vary by season. Open 6-7 days/week.
- One full-time and three part-time hosts provide outstanding service to guests and locals.
- Well trained, professional, courteous, and knowledgeable.
- Must handle a vast scope of inquiries in-person, by phone and email.

●●●●●

Hidden Gem en Route to Mammoth Mountain

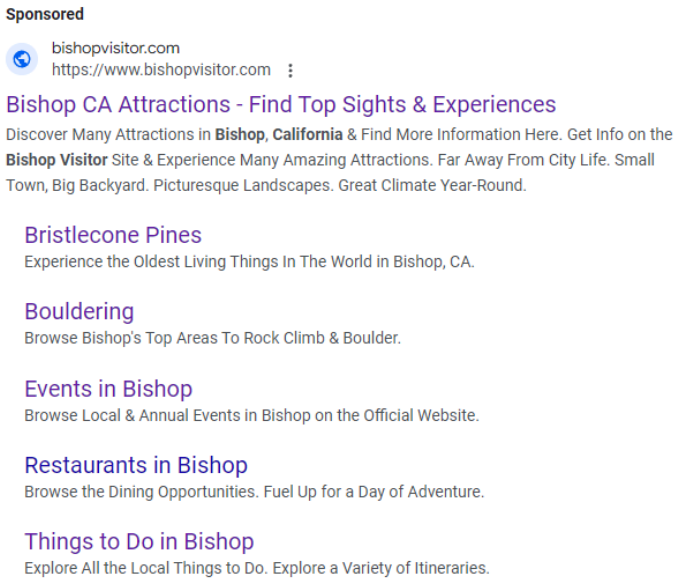
Mar 2024 • Solo

I was an accidental tourist at the Bishop Visitor Center, but felt it was incumbent upon me to openly share the positive experience and embarrassment of riches that followed. Excited to ski a Mammoth for the first time following an epic snowstorm, I arrived with all the unchecked enthusiasm of surfer chasing a tidal wave. Sadly, I missed my ride due to a late-arriving flight, and would have been marooned at the Bishop airport but for Joe from the local Chamber of Commerce who rescued me. Upon arriving at the Bishop Visitor Center, I was warmly welcomed with sincere greetings, light hospitality, and an education about the local region that rivaled that given at visitor centers operated by the National Park Service. For example, I learned that this county boasts the highest point in the continental United States (Mount Whitney), the lowest point in the continental United States (Badwater Basin in Death Valley), and the oldest living organism in the world (Bristlecone Pine Trees, which are purportedly 5000 years old). I also got an outstanding healthy meal recommendation which I followed - The Rolling Chef 395 - where I am not exaggerating - I consumed the best burrito I have ever eaten in my life. I then walked it off by taking a safe stroll down Main Street where I observed many vibrant businesses bristling with activity like the famous Erik Schat's Bakkery. Simply put, I could not overstate the good fortune that ensued my unexpected stopover at the Bishop Visitor Center, and my "rescuer" Joe concluded my "stay" by later dropping me at my ride. I not only am recommending a stop here for friends en route from Southern California, but also vowing to come back!

STRATEGIC PROGRAM: SEARCH ENGINE & PAID SOCIAL MEDIA MANAGEMENT

Online advertising efforts are managed closely and monitored for productivity and cost-effectiveness by our social media team and the Simpleview agency. Year over year growth is impressive.

- Paid search impressions = 12M (400% YOY)
- Paid social impressions = 16M (up 91% YOY)
- Paid digital delivers 2,400+ clicks per month to partners including Bishop lodging, dining, events, and United Airlines.
- Air Service campaign delivered 20K clicks
- Responsible Recreation messaging generated 8.4K clicks
- Average click-through rate with our paid media is 4.5%
- Cost per click is $0.40, well below the industry average of $1.50





STRATEGIC PROGRAM: EVENT SUPPORT

Several events draw thousands of participants to Bishop each year. BACCVB is proud of our work to support longstanding events and attract new ones. Our staff continues to keep in contact with organizers, offering marketing and planning support.

Event Promotion:

- Events Page on www.bishopvisitor.com/events includes a list view of events and traditional calendar view.
- The events list is continually updated, representing a significant contribution of staff time. A typical month has 35+ events on the web calendar.
- Paid social and search campaigns drive traffic to the events page. Google ads campaign for events had 5K clicks and 196K impressions.

Event Development & Support: BACCVB hosts and supports a diverse range of events in our community. Some are for locals; some are for visitors and many are for both. BACCVB is lead organizer on some events (Blake Jones, Christmas, Media Reception). For other events, BACCVB provides varying types of support like marketing, volunteers, and equipment.

- Christmas Parade/Tree Lighting
- Railroad Express
- Blake Jones Trout Derby
- Trout Opener Media Reception
- SWCIFF Trout Rodeo
- CHSRA State Finals Rodeo
- VCMC Dual Sport Rally
- Eastern Sierra Pride
- Flash Foxy Climbing Festival
- AAC Fall Highball
- California Hawking Club
- 4th in the Park
- Eastern Sierra Tri-County Fair
- Downtown Markets
- Millpond Music Festival and More…

New Events: Host staff worked with the Tahoe Trampers, a Lake Tahoe senior hiking group to coordinate a group trip in mid-September. They are expected to bring up to 70 senior hikers to Bishop for hiking, nature appreciation, and local history.

BACVB Executive Director has been working for several years with organizers of the US Highpointers Club for their event in summer 2025 that will draw 200-300 participants.

STRATEGIC PROGRAM: BISHOP CLIMBING RANGERS

The Climbing Ranger Program, established in the fall of 2019, has been instrumental in addressing overuse and irresponsible recreation in the Bishop area. This initiative is a collaborative effort involving multiple stakeholders, including the Bishop Area Climbers' Coalition, USFS, BLM, Eastern Sierra Interpretive Association, private foundations, and BACCVB.

Our organization plays a significant role in supporting this program, contributing $13,500 annually. This funding ensures that two full-time Climbing Rangers are on duty during the peak climbing season from November to April.

The Climbing Rangers' efforts include:

- **Educational Outreach**: Conducted various educational activities, including the distribution of a popular Leave No Trace (LNT) reel, which garnered over 171,000 views. They also hosted a Gym to Crag Trivia Hour in three Los Angeles gyms, engaging with over 200 participants.
- **Monitoring and Surveys**: Carried out 144 patrols across key climbing areas such as Owens River Gorge, Tablelands, Buttermilk Country, Pine Creek, Druid Stones, and Mezzanine. They engaged with 1,820 climbers and 84 non-climbers, and completed 311 dispersed camping surveys. They also organized 22 Climber Coffees at the PV Pit Campground.
- **Community Engagement**: Organized and participated in several events, including the No Man's Land Film Festival, which was a successful fundraiser with over 100 tickets sold, and the Flash Foxy Climbing Festival, where they provided two LNT climbing ethics talks. They also led a Fish Slough Field Trip, collaborated with the LADWP Watershed Program, and participated in a 5th Grade Snow School.
- **Stewardship and Awareness**: Engaged in five stewardship events, including a Cultural Education Stewardship Day, and conducted Earth Day tabling events on three occasions to promote environmental stewardship.

Overall, the Climbing Ranger Program's multifaceted approach to education, monitoring, and community involvement has made a significant impact on promoting responsible recreation and preserving the recreational assets of the Bishop area.

STRATEGIC PROGRAM: TRAVEL TRADE SHOWS

Consumer travel and outdoor recreation shows have been a key component of our destination marketing efforts for many years. These events effectively attract new visitors to Bishop and increase awareness of Bishop's brand. These events allow us to personally connect with 16,000+ travel consumers in several key markets.

- International Sportsmen's Expo, Sacramento, January 18-21, 2024
- Bart Hall, Long Beach, January 25-28, 2024
- Travel & Adventure Show, Los Angeles, February 2-3, 2024
- Bart Hall, Del Mar, February 15-18, 2024
- Pacific Coast Sportfishing Show, OC Fairgrounds, March 7-10, 2024
- Travel & Adventure Show, Bay Area, March 16-17, 2024
- US Travel Association IPW Conference, Los Angeles, May 3-7, 2024

International Tourism: US Travel Association IPW Conference
IPW is a premier event connecting US destinations with domestic and international tour operators, travel agents, and media. International tourists are highly valuable, often spending three times more than domestic travelers and contributing to a longer stay with a lower environmental impact. This aligns with our strategy of attracting high-quality guests.

The IPW event in May 2024 at the Los Angeles Convention Center was notably successful, boasting the largest attendance ever with 5,700 delegates. Bishop's presence was prominent with representation in two booths on the convention floor and a standout CA Plaza featuring a High Sierra climbing wall.

Key highlights of our participation include:

- High Engagement: We conducted over 90 preset one-on-one meetings with tour operators and travel media from countries including the UK, Netherlands, Germany, India, Vietnam, France, Italy, Spain, Denmark, Romania, Mexico, Canada and the US.
- Effective Promotion: Our dual booth presence and the interactive High Sierra climbing wall attracted significant attention and engagement from attendees.

This strategic involvement at IPW has enhanced our visibility and facilitated valuable connections with international and domestic travel professionals, furthering our goal of attracting high-value visitors.

STRATEGIC PROGRAM: REGIONAL PROMOTION

Eastern Sierra Tour (EST)
Visit Bishop, in collaboration with Mono County Tourism and Inyo County, has developed an exciting new branded itinerary called the "EST Itinerary." This itinerary showcases ten "must-see" venues between Death Valley and Yosemite, emphasizing California's extreme features: the lowest, highest, hottest, coldest, driest, and oldest.

Key Features of the EST Itinerary:

- **Promotion**: The EST Itinerary was prominently featured at IPW in 2023 and 2024, and will be highlighted at the Travel & Adventure Shows in 2025.
- **Marketing Materials**: To promote the itinerary, new print materials and a distinctive decal with a QR code have been created. Scanning the QR code directs users to a dedicated website.
- **Website and Multimedia**: The dedicated website includes a professionally produced video and an interactive Storymap, providing an engaging and informative experience for visitors.

The EST Itinerary aims to attract both international and domestic travelers who are eager to explore California's unique and extreme landscapes.

STRATEGIC PROGRAM: TROUT STOCKING

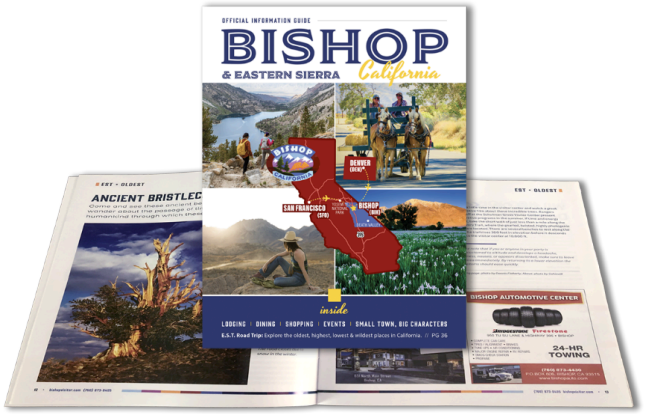
Trout fishing continues to be an important draw for visitors to Bishop. Lodging owners, guests and community leaders have urged us to increase trout stocking to supplement the efforts of California Department of Fish and Wildlife. In winter months, we purchase trout from Wright's Rainbows for Pleasant Valley Reservoir and the Owens River. In summer, BTID funds are matched, as we partner with Bishop Creek Canyon resort owners to stock extra fish in the lakes & streams. If we're advertising to attract anglers, we know we better invest in the fish.

- July 3, 2023 - Lake Sabrina. South Lake, Intake II, Bishop Creek
- August 9, 2023 – Lake Sabrina. South Lake, Intake II, Bishop Creek
- September 14, 2023 - Lake Sabrina. South Lake, Intake II, Bishop Creek
- September 29, 2023 - Lake Sabrina. South Lake, Intake II, Bishop Creek
- February 19, 2024 – Pleasant Valley Reservoir and Owens River
- March 20, 2024 - Pleasant Valley Reservoir and Owens River

STRATEGIC PROGRAM: VISITOR PUBLICATIONS

Print brochures and maps remain an important way to attract new visitors and encourage them to spend more time in our region. We worked with regional partners to create and update several key publications. These guides are distributed at travel shows, area visitor centers and businesses along HWY 395. *Digital versions are also available on our website.*

- Updated Bishop Visitor Guide
- Hidden History Brochure
- Birding Hotspots Brochure
- Backroads Motor Touring Guide
- Inyo County Treasure Map
- Eastern Sierra Fishing Map
- Eastern Sierra Fall Color Map Guide
- Inyo Co. Warm Water Fishing Map
- E-Z Hikes
- Winter Hiking Trails



STRATEGIC PROGRAM: MAJOR MEDIA ADVERTISING

Some BTID funds have been invested in national and regional major media publications. Many of the publications are very niche-specific, targeting climbers, OHV users, bird watchers, trail runners, yoga enthusiasts or anglers.

Total distribution reached through the media below is at least 15,000,000.

- Adventure Sports Journal
- CA Road Trips Magazine
- CA Visitors Guide
- CA Climber
- Climbing Magazine
- Daily Independent/Prospector
- Eastern Sierra Fishing Guide
- Fish Taco Chronicles
- Hemispheres
- Living Bird
- Bishop Bouldering Guidebook
- S&S Off Road Magazine
- Scenic 395 Magazine
- Ultra Runner Magazine
- Outside Digital Campaign
- True West Magazine
- Western Outdoor News
- Yosemite Journal

Note: All of the publications offer digital versions as well as the printed magazines

Bishop Tourism Improvement District

Financial Statement

FY 2023-24

REVENUE	
BTID Assessment (Received 7/1/23-6/30/24)	$ 601,298
City of Bishop Marketing Services Contract	$ 75,000
County of Inyo Project Grants	$ 28,550
Inyo County Marketing Co-Op	$ 39,695
MLT Airport Survey Co-Op	$ 6,668
Visitor Guide Advertising	$ 300
Souvenir Sales (Gross)	$ 63,071
Trout Stocking Co-Op	$ 10,000
Visitor Events Income	$ 31,592
TOTAL VISITORS BUREAU INCOME	**$ 856,174**
EXPENSES	
Marketing Staff Expense	$ 254,524
Organic SM Content Creation & Management	$ 130,507
Paid Social Media & Search Ads	$ 67,934
E-newsletter	$ 6,827
Major Media Publications	$ 66,774
Travel & Sport Shows	$ 42,135
Outdoor Advertising	$ 46,871
Brochure Production & Distribution	$ 52,311
Visit Bishop App	$ 6,487
Crowdriff-UGC Content & Galleries	$ 13,404
CHSRA State Finals Rodeo	$ 9,792
HMS Global/Visit USA Parks Online	$ 10,000
Blake Jones Trout Derby	$ 8,027
Trout Opener Media Reception	$ 2,870
Photography/Video Production	$ 17,649
Group Hospitality/ VCMC Dual Sport	$ 3,589
Familiarization Tours	$ 5,466
QR Code Signs/Decals/Stickers	$ 5,224
Website	$ 13,597
Book Direct	$ 6,900
www.californiafallcolor.com	$ 4,000
Visitor Center COGS	$ 32,483
Analytics-Datafy/STR	$ 16,164
Total Sales & Marketing	$ 823,535
Co-Sponsor Climbing Ranger Program	$ 13,500
Bishop Airport Enhancements	$ 675
Supplemental Trout Stocking	$ 52,725
Total Visitor Service/Enhancement	$ 66,900
Administration/Operations Expense	$ 57,282
Contingency/Renewal	$ -
TOTAL VISITORS BUREAU EXPENSES FOR 2023-2024	**$ 947,717**
FROM RESERVES	**$ (91,543)**

LOOKING AHEAD….

CONTINUE SUCCESSFUL PROGRAMS

- **Digital Marketing** – build on successful social media and digital ad campaigns.
- **Consumer Travel and Sport Shows** – continue all shows from 2024, add Denver Travel & Adventure Show.
- **Bishop Information Guide** – the Bishop Visitor Guide magazine has just been updated and reprinted. This publication is a cornerstone of our overall destination marketing program. We will begin charging $5 to mail hard copies and include a $5 discount coupon for the souvenir shop.
- **Bishop Airport** – continue to push "Fly to Bishop" campaigns, and local promotions for passenger air service.
- **Video Projects** – continue to build video for social media projects.
- **Groups** – continue to provide support for existing, new groups and events.
- **Eastern Sierra Fishing Map** – remake a map that includes waters in Inyo & Mono County, update and reprint.
- **Fall Color Map** – update and reprint, collaboration with MLT, Inyo County and Mono County.
- **Outdoor Advertising** – continue to fund permits for Bishop Creek Canyon sign and oval logo sign at Golf Course. Discontinue billboards unless LADWP wishes to fund responsible recreation co-op program.

EXPAND CAPACITY

NEW WEBSITE: We've been working with Hatchback Creative since January to rebuild www.bishopvisitor.com. The new site will be a mobile-first design with modernized features. Set to launch late summer 2024.

NEW BUILDING: The existing building that houses the Bishop Visitor Information Center is insufficient to meet the needs of our guests. A larger, more modern, and structurally sound building is necessary to properly serve visitors. We will work with the City of Bishop, Inyo County and other partners to find a suitable new space.

NEW TEAM MEMBER: The time has come to add a member to our dedicated Visit Bishop Team. We were ready to do this in 2020, but the pandemic placed a hold on the plan. With so many expanding opportunities (Bishop Airport, Small Business Resource Center, new and returning events, CA Jobs First and more), we must expand our capacity to best serve our community.

ALIGNED ADVOCACY/REGIONAL PARTNERSHIPS

We are actively engaged with regional partners including the City of Bishop, County of Inyo, High Sierra Visitors Council, Inyo Associates, LADWP, USFS, BLM, CalTrans, ESIA, CA Dept. of Fish & Wildlife and other stakeholders. We work collaboratively for the betterment of our community.

We will continue to learn from industry experts such as Crowdriff, Simpleview, Datafy, Expedia, TripAdvisor, Visit California, CalTravel, One West Tourism Alliance and Brand USA. They provide good information about domestic and global travel trends, forecasts and best practices that we can apply right here in our own backyard.

International Tourism: US Travel Association IPW Conference

The collaboration with High Sierra Visitors Council and Mono County has been working very well and we are hopeful to continue the international promotions at the IPW Conference for 2025 in Chicago and beyond.


CHOOSE YOUR Adventure

IPW


YOSEMITE
MARIPOSA COUNTY


Anaheim
BARBARA
visit greater palm springs
SANTA MONICA
destination
MONTEREY
CALIFORNIA




WELCOME TO THE CALIFORNIA PLAZA


CALIFORNIA'S HIGH SIERRA


California's EASTERN SIERRA

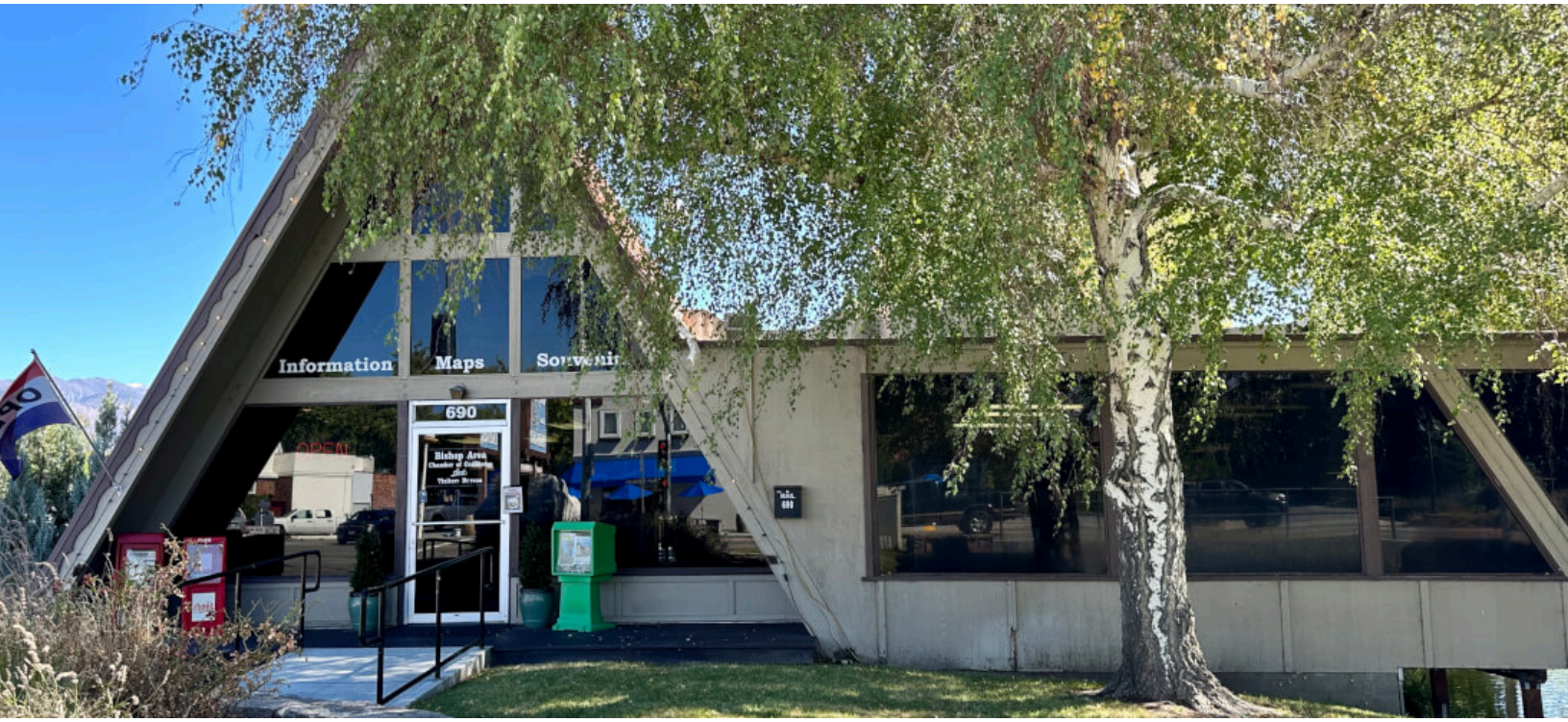
2024


California's EASTERN SIERRA
Mono County Tourism


Visit


California

29



BUDGET APPROACH

- District Management Plan allocates 80% of BTID funds for sales and marketing; 5% for Visitor Services/Enhancements; 10% for administration and 5% for contingency/renewal. *Since the cap for contingency has been reached, that 5% may be allocated to other budget categories (Visitor Service/Enhancement).
- Revenue is conservatively projected.
- BACCVB will continue to seek funding from other sources including the City of Bishop, County of Inyo, business community, and event co-sponsors.
- BACCVB will continue to seek fundraising opportunities.
- County of Inyo and Visit Bishop have formed a partnership to create a unified Destination Marketing and Positive Public Relations Campaign together. Inyo County marketing budget is held separately from the BTID and Bishop Chamber budgets.
- Continue engaging volunteers to minimize staff expenses to enhance projects/events.
- Budget to remain flexible. Will evaluate quarterly and adjust as necessary.


Small Town with a
BIG BACKYARD
BISHOP CALIFORNIA
@visitbishop #recreateresponsibly
Fly to Bishop!
SFO DEN
Never ending fun and fishing in Bishop!
OWENS RIVER
PLEASANT VALLEY RESERVOIR
WARM WATER PONDS
Learn more about Bishop's favorite fishing holes
#RecreateResponsibly #PackOutALLtrash
Fly to Bishop! SFO DEN
bishopvisitor.com @visitbishop (760) 873 8405
entrance gate to
CALIFORNIA
BIH
This place is exactly as I remember it...
(760) 873-8405 BISHOPVISITOR.COM
DENVER
BISHOP
& EASTERN SIERRA
Your gateway to California
SFO and DEN to Bishop Airport (BIH)
Seasonal DIRECT flights!
(760) 873-8405 @VISITBISHOP
BISHOPVISITOR.COM
Photo by Jeff Deikis
It's easier than ever to visit California's Eastern Sierra
SFO and DEN to
shop Airport (BIH)
(760) 873-8405
SHOPVISITOR.COM
@VISITBISHOP
d Fishing
EASTERN SIERRA
Summer
BEST OF THE WEST NOW EASIER TO ACCESS
SFO DEN BIH
DENVER (DEN)
SAN FRANCISCO (SFO)
BISHOP (BIH)
YOSEMITE NATIONAL PARK
DEATH VALLEY
Bishop Chamber of Commerce & Information Center. Stop by and see us!
SAN FRANCISCO (SFO)
BISHOP (BIH)
YOSEMITE NATIONAL PARK
DEATH VALLEY
Winter
Spring
CHECK OUT
Chamber Member Businesses

Agenda Item: 10.A
Date of Meeting: September 23, 2024
Department: Finance

STAFF REPORT

To:	City Council
From:	Ethan Aukee
Subject:	**Budget Report for the Month of August 2024**
Prepared On:	September 17, 2024
Attachments:	Budget Report for the Month of August 2024

Recommended Action:
City Council to review the budget report for the month of August 2024.

Approved By:
Approved By:
Approved By:
Approved By:

Monthly Budget Report for the Month of August 2024

General Fund Revenue

Account #	Revenue	Actual	Budget	Percent Received
001-000-31010	Property Taxes Secured	-	600,000.00	0%
001-000-31020	Property Taxes Unsecured	-	45,000.00	0%
001-000-31030	Property Taxes Prior Yr.	-	4,000.00	0%
001-000-31050	Property Tax Homeowners	-	2,200.00	0%
001-000-31060	Property Tax Misc.	-	21,000.00	0%
001-000-31065	VLF Swap/Property Tax In Lieu	-	386,000.00	0%
001-000-31066	Vehicle License Fee In Excess	-	3,700.00	0%
001-000-31120	Sales Tax	-	5,084,000.00	0%
001-000-31126	DWP Water Agreement Payment	241,878.00	241,878.00	100%
001-000-31128	Sales Tax 1/2% - Public Safety	-	15,000.00	0%
001-000-31130	Transient Occupancy Tax	83,338.79	3,150,000.00	3%
001-000-31131	TOT Penalties	801.68	-	0%
001-000-31132	TOT Prior Year	6,871.43	-	0%
001-000-31150	Real Property Transfer	120.45	9,680.00	1%
001-000-32010	Business Licenses	2,252.00	64,300.00	4%
001-000-32015	Short-Term Rentals	-	2,250.00	0%
001-000-32030	Parking Permits	550.00	5,150.00	11%
001-000-32040	Use Permits	280.00	2,400.00	12%
001-000-32041	Environmental Application Fee	-	500.00	0%
001-000-32050	Building Permits	27,632.12	120,000.00	23%
001-000-32051	Plan Check Fee	50.00	1,300.00	4%
001-000-32080	Electrical Franchise	-	35,000.00	0%
001-000-32081	Cell Tower Franchise	3,500.00	42,000.00	8%
001-000-32082	Cannabis Development Fees	-	150,000.00	0%
001-000-32090	TV Franchise	-	10,000.00	0%
001-000-33010	Interest On Bank Deposits	104,079.78	250,000.00	42%
001-000-33020	Rental Of Real Property	21,566.97	60,000.00	36%
001-000-33021	Interest - GASB 87	-	40,000.00	0%
001-000-34040	Reimb. For Highway Sweeping	4,416.66	53,000.00	8%
001-000-34047	Reimbursement From BUSD	-	80,000.00	0%
001-000-34050	Misc. Rev. Capital Replacement	31,331.00	31,331.00	100%
001-000-34083	Fire Inspection Fees	-	2,000.00	0%
001-000-34094	Local Response Standby	-	1,000.00	0%
001-000-34120	Peace Officer S&T	-	8,300.00	0%
001-000-34121	RAN Reimbursement	-	15,000.00	0%
001-000-34125	Parking Citations	483.75	6,950.00	7%
001-000-34126	Tow Fees	375.00	3,000.00	13%
001-000-34135	Mandated Costs Reimbursement	-	43,272.00	0%
001-000-34140	Dispatch Contracts	-	6,000.00	0%
001-000-35020	Strong Motion Inst. Program	147.92	100.00	148%
001-000-35060	CBSC/Building Permit	56.00	100.00	56%
001-000-36010	Sale Of City Property	1.00	-	0%
001-000-36030	Miscellaneous Revenue	4,502.52	11,100.00	41%
001-000-36031	Retiree Medical Copay	1,613.34	2,100.00	77%
001-000-36040	Fingerprinting & Reports	3,491.00	23,500.00	15%
001-000-36042	AB109/Realignment	-	50,000.00	0%
001-000-36074	Summer Program Tuition	25,780.00	40,000.00	64%
001-000-36078	After School Program	13,344.50	93,000.00	14%
001-000-37010	Special Event Insurance	1,201.00	-	0%
001-000-39250	Softball	-	15,000.00	0%

001-000-39251	Soccer	4,200.00	4,000.00	105%
001-000-39255	Volleyball	-	2,000.00	0%
001-000-39270	Aerobic, Dance, Zumba	-	500.00	0%
001-000-39275	Facility Rental Fee	445.00	2,000.00	22%
001-000-39280	Youth Program	-	2,800.00	0%
001-000-39281	Gymnastics	5,370.00	22,000.00	24%
001-000-39290	Pool - Public Swim	12,834.00	24,500.00	52%
001-000-39291	Pool - Rentals	2,240.00	10,000.00	22%
001-000-39292	Pool - Swim Lessons	3,290.00	21,000.00	16%
001-000-39293	Pool - Concessions	1,955.00	2,300.00	85%
001-000-39294	Pool - Water Fitness	3,637.00	7,200.00	51%
001-000-39297	Youth Athletics	-	500.00	0%
001-000-39710	Fines & Forefeitures	-	300.00	0%
001-000-39999	Revenue -Transfers In	-	400,000.00	0%
001-000-40002	PROP 68 Green Infrastructure	-	67,432.15	0%
001-000-40008	Urban Greening Grant	-	138,920.80	0%
	Total Revenue	**613,635.91**	**11,535,563.95**	**5%**

General Fund Expenses

8/31/2024	Department	Actual	Budget	Percent Used
001-010-_____	City Council	6,835.35	190,095.00	4%
001-011-_____	Administration	143,070.23	996,272.59	14%
001-012-_____	Finance	(10,476.20)	311,185.36	-3%
001-013-_____	Treasurer	248.95	1,983.00	13%
001-014-_____	Legal	(3,845.00)	184,505.00	-2%
001-015-_____	Insurance	309,463.00	321,132.00	96%
001-016-_____	Building & Grounds	27,030.20	220,373.41	12%
001-017-_____	IT	43,333.56	56,744.00	76%
001-018-_____	Elections	128.66	5,200.00	2%
001-019-_____	Community Promotion	-	195,000.00	0%
001-020-_____	Police Department	1,507,293.81	5,379,018.65	28%
001-021-_____	Fire Department	89,975.76	831,353.56	11%
001-022-_____	Building	13,162.49	235,885.00	6%
001-023-_____	Street Maintenance	86,174.65	1,600,875.22	5%
001-031-_____	Parks & Rec	226,869.53	2,238,432.38	10%
001-034-_____	Planning	32,987.02	357,350.15	9%
001-035-_____	After School Program	3,538.49	84,840.00	4%
001-037-_____	Pool	73,450.30	302,570.00	24%
001-038-_____	Summer Camps	28,801.75	58,485.00	49%
	Total Expenses	**2,578,042.55**	**13,571,300.32**	**19%**

***Credit balances in the actual column are due to the City Cost Plan payments from Enterprise Funds to the General Fund being made in the July 2024 period.**

Enterprise Funds

8/31/2024	Fund/Account	Actual	Budget	Percent Used
	Sewer Fund - Revenue			
002-000-33010	Interest on Bank Deposits	28,727.13	66,000.00	44%
002-000-33020	Rental of Real Property	-	-	0%
002-000-39017	Sewer Miscellaneous	1,459.13	25,000.00	6%
002-000-39020	Sewer Service Collection	238,445.44	1,330,000.00	18%
002-000-39023	Sewer Service Penalties	153.14	1,000.00	15%
002-000-39035	Solar Rebates	-	-	0%
002-000-39075	Reimbursement From ESCSD	-	-	0%
Total:		**268,784.84**	**1,422,000.00**	**19%**
002-051-_____	Sewer Fund - Expenses	**593,137.56**	**1,832,096.48**	**32%**

Account #	Fund/Account	Actual	Budget	Percent Used
	Water Fund - Revenue			
004-000-33010	Interest On Bank Deposits	26,054.25	63,000.00	41%
004-000-33020	Rental Of Real Property	-	-	0%
004-000-39012	Water Service Collection	188,479.57	1,111,000.00	17%
004-000-39013	Water Service Penalties	120.35	800.00	15%
004-000-39017	Water Miscellaneous	220.00	20,000.00	1%
004-000-39019	Backflow Fee	-	-	0%
004-000-39035	Solar Rebates	-	-	0%
Total:		**214,874.17**	**1,194,800.00**	**18%**
004-050-_____	Water Fund - Expenses	**361,165.12**	**1,411,925.70**	**26%**

Account #	Fund/Account	Actual	Budget	Percent Used
	SMHP - Revenue			
012-000-33010	Interest On Bank Deposits	3,649.20	11,000.00	33%
012-000-39735	Utilities Clearing Account	6,035.00	38,400.00	16%
012-000-39750	Rents - Assisted Units	946.00	6,600.00	14%
012-000-39760	Rents - Unassisted Units	17,845.00	100,000.00	18%
012-000-39811	Miscellaneous	-	-	
012-000-39812	Gain On Sale	-	-	0%
Total:		**28,475.20**	**156,000.00**	**18%**
012-095-_____	SMPH - Expenses	**65,170.56**	**133,670.74**	**49%**

*** Enterprise Fund actual expenses are high due to City Cost Plan payments, annual worker's comp payments, and annual PERS unfunded liability payments being made in July.**
*** Additionally, for SMHP, annual City utilities were paid in July.**

Special Funds

8/31/2024	Fund/Account	Actual	Budget	Percent Used
	COPS Fund - Revenue			
033-000-33010	**Interest On Bank Deposits**	2,386.19	-	0%
033-000-39967	**COPS/AB 1913**	-	100,000.00	0%
Total:		**2,386.19**	**100,000.00**	**2%**
033-033-_____	**COPS Fund - Expenses**	**21,011.81**	**207,722.48**	**10%**

Account #	Fund/Account	Actual	Budget	Percent Used
	Gas Tax Fund - Revenue			
003-000-33010	**Interest on Bank Deposits**	-	-	0%
003-000-39100	**Section 2105**	2,020.31	23,000.00	9%
003-000-39110	**Section 2107-5**	1,000.00	1,000.00	100%
003-000-39120	**Section 2107**	2,723.43	32,000.00	9%
003-000-39130	**Section 2106**	1,806.73	19,500.00	9%
003-000-39135	**Misc/Prop 42**	3,648.49	37,000.00	10%
003-000-39137	**Traffic Congestion Relief**	-	-	0%
003-000-39139	**SB 1**	9,354.08	99,094.00	9%
Total:		**20,553.04**	**211,594.00**	**10%**
003-030-_____	**Gas Tax Fund - Expenses**	**29,018.85**	**385,164.86**	**8%**

Agenda Item: 10.B
Date of Meeting: September 23, 2024
Department: Finance

STAFF REPORT

To:	City Council
From:	Ethan Aukee
Subject:	**Financial Reports for the Month of August 2024**
Prepared On:	September 17, 2024
Attachments:	Bank Reconciliation Report for August 2024 Combined Cash Report for August 2024 Investment Portfolio Report for August 2024 Warrant Register Report for August 2024

Recommended Action:
City Council to review the financial reports for the month of August 2024.

Approved By:
Approved By:
Approved By:
Approved By:

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Eastern Sierra Checking (Eastern Sierra Checking) (1)

August 31, 2024

Account: 99900010110

Bank Account Number: 006107370

Bank Statement Balance:	1,872,459.31	Book Balance Previous Month:	1,961,144.22
Outstanding Deposits:	125,084.24	Total Receipts:	2,204,395.85
Outstanding Checks:	318,741.30	Total Disbursements:	2,485,047.11
Bank Adjustments:	1,690.71	Book Adjustments:	.00
Bank Balance:	1,680,492.96	Book Balance:	1,680,492.96
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
19	280.00	1034	128.00-	1057	101.00	1108	88.29-
1110	565.46	1132	1,472.00-	1137	370.00-	1145	359.00
1159	64.00-	1205	1,362.00	1213	185.00-	1220	94,158.72
1223	1,340.00	1234	558.40	1245	8,330.36	1246	225.00
1247	16,815.09	1248	225.00	1249	289.00	1250	382.50
1256	2,400.00						
Grand Totals:							125,084.24

Deposits cleared: 84 items Deposits Outstanding: 21 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1092	19.83	1639	38.00	1644	38.00	2443	165.48
3849	74.99	4696	1,623.97	4738	250.29	4877	6,920.00
5119	457.64	5546	119.89	6366	313.36	6412	100.00
6693	48.03	6948	668.91	7108	4,602.50	7258	144.96
7412	18.58	7420	18.58	7859	1,076.50	8324	66.50
8752	110.82	9412	203.50	9861	.11	9941	46.25
10539	55.50	10573	46.17	10711	55.50	10755	199.48
10844	132.98	10860	55.50	10958	27.75	10994	75.00
11079	14.30	11130	860.29	11155	55.50	11237	46.17
11246	272.90	11249	729.48	11377	415.57	11379	988.68
11380	822.97	11404	55.50	11422	76.41	11438	326.25
11449	65.00	11461	3,207.01	11464	300.00	11476	46.17
11481	208.71	11485	703.52	11486	766.20	11494	486.05
11506	720.00	11511	5,850.10	11527	26.60	11530	550.00
11531	2,385.00	11534	2,896.25	11536	200.00	11537	6,800.00
11544	3,467.03	11546	481.00	11551	129.29	11552	73.88
11556	595.56	11557	114.51	11559	119.13	11560	443.28
11561	385.66	11562	797.94	11563	239.83	11564	87.27
11567	711.91	11568	73.88	11571	402.41	11572	207.79
11574	128.83	11575	74.81	11576	411.37	11577	145.45
11578	66.50	11579	171.77	11580	841.67	11581	620.35
11582	80.76	11583	2,116.12	11584	720.00	11585	369.23
11586	55.50	11587	5,814.45	11588	361.05	11589	1,840.23

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
11590	60,005.11	11591	14,155.37	11592	2,130.56	11593	546.04
11618	877.09	11619	344.95	11620	53,319.00	11621	300.00
11622	405.94	11623	929.00	11624	7,479.92	11625	817.23
11626	63.65	11627	163.10	11628	5,795.76	11629	1,920.00
11630	59.44	11631	302.17	11632	481.26	11633	178.50
11634	615.84	11635	1,673.47	11636	370.00	11637	200.00
11638	1,300.00	11639	65.40	11640	976.94	11641	202.06
11642	18,791.73	75403	8.00	80924201	2,666.42	80924203	33,437.01
82324202	2,906.42	82324204	33,561.65	82324205	1,894.61		
Grand Totals:							318,741.30

Checks cleared: 245 items Checks Oustanding: 127 items

Bank Adjustments Section

Description	Amount	Description	Amount
J Scida Wages Incorrectly Paid and Owed	1,690.71		
Grand Totals:			1,690.71

Book Adjustments Section

CITY OF BISHOP
COMBINED CASH
AUGUST 31, 2024

COMBINED CASH ACCOUNTS

999-000-10110	CASH IN BANK	1,675,872.48
999-000-10111	LAIF INVESTMENT	862,907.72
999-000-10112	CASH EASTERN SIERRA BANK	.00
999-000-10113	CASH IN COUNTY TREASURY	.00
999-000-10115	CASH IN BANK XPRESS BILLPAY	29,210.44
999-000-10116	CALIFORNIA CLASS INVESTMENT	19,469,920.33
999-000-10175	CASH CLEARING UTILITIES	16,188.41
999-000-10176	BUSINESS CASH CLEARING	322.10
	TOTAL COMBINED CASH	22,054,421.48
999-000-10100	CASH ALLOCATED TO FUNDS	(22,054,421.48)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	10,845,548.02
2	ALLOCATION TO SEWER FUND	2,800,640.81
3	ALLOCATION TO GAS TAX	433,778.46
4	ALLOCATION TO WATER FUND	2,548,057.32
5	ALLOCATION TO RFPD	1,041,191.09
6	ALLOCATION TO IMBC FIDUCIARY	.00
7	ALLOCATION TO LOCAL TRANSPORTATION FUND	89,758.82
8	ALLOCATION TO BOND AND TRUST FUND	19,747.94
9	ALLOCATION TO TRAFFIC SAFETY	8,141.29
10	ALLOCATION TO TUT MEASURE A	1,630,560.10
11	ALLOCATION TO ASSET FORFEITURE	5,300.63
12	ALLOCATION TO SUNRISE MHP	357,369.49
13	ALLOCATION TO GENERAL FIXED ASSETS	.00
15	ALLOCATION TO WATER IMPROVEMENT	.00
18	ALLOCATION TO FUND 018	.00
19	ALLOCATION TO STREETS-SIDEWALK IMPROVEMENT	750,000.00
21	ALLOCATION TO CANINE DONATION	8,012.54
22	ALLOCATION TO HEAVY EQUIPMENT REPLACEMENT	300,000.00
23	ALLOCATION TO PROPERTY/HOUSING DEVELOPMENT	93,926.25
24	ALLOCATION TO BAWA	305,106.28
25	ALLOCATION TO WAYFINDING & SIGNAGE PROJECT	.00
26	ALLOCATION TO PLHA FUND	79,527.35
29	ALLOCATION TO FUND 029	.00
33	ALLOCATION TO C.O.P.S.	289,240.56
37	ALLOCATION TO HOME FUNDS/WILLOW ST	104,502.76
54	ALLOCATION TO STIP E. LINE ST. BRIDGE REPL.	197,790.29
55	ALLOCATION TO S WARREN ST. IMPROVEMENT	.00
57	ALLOCATION TO SEIBU TO SCHL BIKE PATH	.00
58	ALLOCATION TO PINE TO PARK/STIP	.00
59	ALLOCATION TO WEST JAY STREET	.00
60	ALLOCATION TO STIP-SPRUCE/YANEY/HANBY	.00
61	ALLOCATION TO E. LINE ST. IMPROVEMENTS	.00
62	ALLOCATION TO PLAYGROUND EQUIPMENT PROJECT	.00
70	ALLOCATION TO HOME OWNER ASSIST PRGM	128,100.00
71	ALLOCATION TO SILVER PEAK/IMACA	.00
72	ALLOCATION TO VALLEY APTS/13 CDBG 8972	18,121.48

CITY OF BISHOP
COMBINED CASH
AUGUST 31, 2024

TOTAL ALLOCATIONS TO OTHER FUNDS	22,054,421.48
ALLOCATION FROM COMBINED CASH FUND - 999-000-10100	(22,054,421.48)
ZERO PROOF IF ALLOCATIONS BALANCE	.00

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP

MONTH OF AUGUST 2024

Statement Period	Account Type	Balance	Average Monthly Yield
August 2024	LAIF	$862,907.66	4.579%
August 2024	California CLASS	$19,469,920.33	5.408%
Total		**$20,332,827.99**	**5.373%**

California State Treasurer
Fiona Ma, CPA



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

September 16, 2024

LAIF Home
PMIA Average Monthly Yields

CITY OF BISHOP

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

Tran Type Definitions

Account Number: 98-14-086

August 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	862,907.66
Total Withdrawal:	0.00	Ending Balance:	862,907.66

PMIA/LAIF Performance Report as of 9/11/24

Quarterly Performance Quarter Ended 06/30/24

LAIF Apportionment Rate[2]:	4.55
LAIF Earnings Ratio[2]:	0.00012419067099490
LAIF Administrative Cost[1]*:	0.16
LAIF Fair Value Factor[1]:	0.996316042
PMIA Daily[1]:	4.52
PMIA Quarter to Date[1]:	4.36
PMIA Average Life[1]:	217

PMIA Average Monthly Effective Yields[1]

August	**4.579**
July	4.516
June	4.480
May	4.332
April	4.272
March	4.232

Pooled Money Investment Account Monthly Portfolio Composition [1] 7/31/24 $170.8 billion

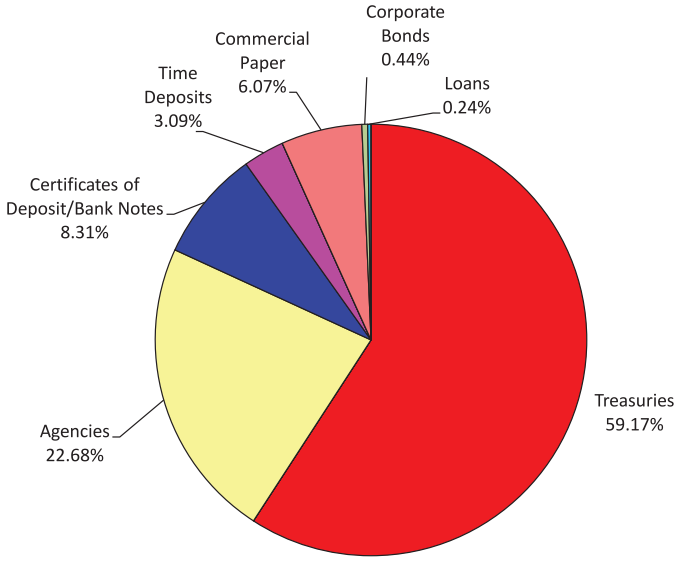


Chart does not include $1,394,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. View PMIA Daily Rates

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

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

Source:
[1] State of California, Office of the Treasurer
[2] State of Calfiornia, Office of the Controller

CALIFORNIA STATE TREASURER
FIONA MA, CPA

PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
09/11/24	4.58	4.55	215
09/10/24	4.58	4.55	216
09/09/24	4.59	4.55	214
09/08/24	4.59	4.55	217
09/07/24	4.59	4.55	217
09/06/24	4.59	4.55	217
09/05/24	4.59	4.55	219
09/04/24	4.59	4.55	219
09/03/24	4.59	4.55	219
09/02/24	4.53	4.55	219
09/01/24	4.53	4.55	220
08/31/24	4.53	4.55	221
08/30/24	4.57	4.55	219
08/29/24	4.59	4.55	215
08/28/24	4.60	4.55	214
08/27/24	4.59	4.55	215
08/26/24	4.60	4.54	214
08/25/24	4.60	4.54	217
08/24/24	4.60	4.54	217
08/23/24	4.60	4.54	217
08/22/24	4.60	4.54	219
08/21/24	4.60	4.54	219
08/20/24	4.59	4.54	220
08/19/24	4.59	4.54	221
08/18/24	4.59	4.54	224
08/17/24	4.59	4.54	224
08/16/24	4.59	4.53	224
08/15/24	4.59	4.53	225
08/14/24	4.56	4.53	219
08/13/24	4.56	4.53	220
08/12/24	4.56	4.53	220
08/11/24	4.57	4.53	220
08/10/24	4.57	4.53	220
08/09/24	4.57	4.53	220
08/08/24	4.57	4.53	221
08/07/24	4.57	4.53	221
08/06/24	4.57	4.52	222

*Daily yield does not reflect capital gains or losses

Updated: 9/11/20

CALIFORNIA STATE TREASURER
FIONA MA, CPA

PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
08/05/24	4.57	4.52	222
08/04/24	4.57	4.52	224
08/03/24	4.57	4.52	224
08/02/24	4.57	4.52	224
08/01/24	4.57	4.52	224

*Daily yield does not reflect capital gains or losses

Updated: 9/11/20

California CLASS

Summary Statement

August 31, 2024

Investor ID: CA-01-0180

0000-68-0000657 PDF: 687-63

City of Bishop
377 W Line Street
Bishop, CA 93514

California CLASS

California CLASS

Average Monthly Yield: 5.4075%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0180-0001	City of Bishop	18,085,329.42	1,300,000.00	0.00	84,590.91	169,920.33	18,474,657.87	19,469,920.33
TOTAL		**18,085,329.42**	**1,300,000.00**	**0.00**	**84,590.91**	**169,920.33**	**18,474,657.87**	**19,469,920.33**

Account Number: CA-01-0180-0001

City of Bishop

Account Summary

Average Monthly Yield: 5.4075%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	18,085,329.42	1,300,000.00	0.00	84,590.91	169,920.33	18,474,657.87	19,469,920.33

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
08/01/2024	Beginning Balance			18,085,329.42	
08/21/2024	Contribution	900,000.00			6003
08/27/2024	Contribution	400,000.00			6026
08/31/2024	Income Dividend Reinvestment	84,590.91			
08/31/2024	Ending Balance			19,469,920.33	

California CLASS

	California CLASS	
Date	Dividend Rate	Daily Yield
08/01/2024	0.000148625	5.4391%
08/02/2024	0.000444450	5.4223%
08/03/2024	0.000000000	5.4223%
08/04/2024	0.000000000	5.4223%
08/05/2024	0.000148076	5.4196%
08/06/2024	0.000147560	5.4007%
08/07/2024	0.000147737	5.4072%
08/08/2024	0.000147635	5.4035%
08/09/2024	0.000443301	5.4083%
08/10/2024	0.000000000	5.4083%
08/11/2024	0.000000000	5.4083%
08/12/2024	0.000147885	5.4126%
08/13/2024	0.000147864	5.4118%
08/14/2024	0.000147863	5.4118%
08/15/2024	0.000147738	5.4072%
08/16/2024	0.000443610	5.4120%
08/17/2024	0.000000000	5.4120%
08/18/2024	0.000000000	5.4120%
08/19/2024	0.000147418	5.3955%
08/20/2024	0.000147406	5.3951%
08/21/2024	0.000147372	5.3938%
08/22/2024	0.000147213	5.3880%
08/23/2024	0.000441900	5.3912%
08/24/2024	0.000000000	5.3912%
08/25/2024	0.000000000	5.3912%
08/26/2024	0.000147594	5.4019%
08/27/2024	0.000147791	5.4092%
08/28/2024	0.000147944	5.4148%
08/29/2024	0.000147949	5.4119%
08/30/2024	0.000295278	5.4036%
08/31/2024	0.000000000	5.4036%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

TO: **City Council/City Administrator**
FROM: **Finance Director**
DATE: **September 16, 2024**
SUBJECT: **Approval of Warrant Registers for the Month of August 2024**

Commercial Warrants		
Check #11412-11593, 11618-11642		$612,288.17
Manual Checks & Payroll Warrants		$1,872,758.94
	TOTAL:	$2,485,047.11

Journal	Payee or Description	Date	Check Number	Amount
CD	Correcting for Motel 6 Bounced Check 8/2-8/4 Deposit	08/02/2024	1	17,240.88
CD	Grisham B of A Credit Card payment August 2024	08/28/2024	2	1,296.71
CD	Dishion B of A Credit Card payment August 2024	08/26/2024	3	470.46
CD	Milici B of A Credit Card payment August 2024	08/26/2024	4	155.92
CD	Gamino B of A Credit CArd payment August 2024	08/26/2024	5	3,485.06
CD	Toy B of A Credit Card payment August 2024	08/27/2024	6	3,209.32
CD	Russell B of A Credit CArd payment August 2024	08/28/2024	7	777.51
CD	Bamboo HR August 2024	08/31/2024	8	1,463.25
CD	Enterprise Lease August 2024	08/31/2024	9	8,054.22
CD	Transfer from Operating Account to CA CLASS	08/31/2024	10	900,000.00
CD	Transfer from Operating Account to CA CLASS	08/31/2024	11	400,000.00
CD	Recording Fraudulent Check #12000	08/31/2024	12	9,129.77
CD	Recording Fraudulent Check #12033	08/31/2024	13	900.00
CD	Recording Fraudulent Check #30418	08/31/2024	14	950.00
CD	Paymentech Fee July 2024	08/31/2024	15	1,055.07
CD	Paymentech Fee July 2024	08/31/2024	16	1,676.28
CD	Xpress Bill Pay Fee July 2024	08/31/2024	17	635.85
CD	CALPERS RETIREMENT EPMC & ADJ - 6/24/24 TO 7/7/24	08/31/2024	18	850.79
CD	CALPERS RETIREMENT EPMC & ADJ - 7/8/24 TO 7/21/24	08/31/2024	19	764.80
CD	CALPERS RETIREE MEDICAL & ADJ - AUG BILL, SEPT PREMIUM	08/31/2024	20	51,082.93
CD	Calpers Retirement Late Fee - 6/10/24 to 6/23/24	08/31/2024	21	200.00
CD	McElroy B of A Credit Card payment August 2024	08/31/2024	22	1,636.14
CD	Poole B of A Credit Card payment August 2024	08/31/2024	23	3,390.26
CDA	ALENA DONDERO	08/02/2024	11412	120.75
CDA	BISHOP CHAMBER OF COMMERCE	08/02/2024	11413	37,500.00
CDA	BRIAN HOHENSTEIN	08/02/2024	11414	327.75
CDA	CALIFORNIA BROADBAND	08/02/2024	11415	1,051.24
CDA	CARMICHAEL BUSINESS TECH.	08/02/2024	11416	30.98
CDA	DEPT OF WATER AND POWER	08/02/2024	11417	1,901.52
CDA	FRONTIER	08/02/2024	11418	423.66
CDA	INYO COUNCIL FOR THE ARTS	08/02/2024	11419	12,500.00
CDA	INYO COUNTY INFORMATION SERVICES	08/02/2024	11420	127.46
CDA	Inyo Register	08/02/2024	11421	69.50
CDA	JOSE GARCIA	08/02/2024	11422	76.41
CDA	JOSHUA ELLSWORTH	08/02/2024	11423	500.50
CDA	L.N Curtis & Sons	08/02/2024	11424	3,283.73
CDA	Lee Ann Rasmuson	08/02/2024	11425	1,623.50
CDA	MANOR TRUE VALUE HARDWARE	08/02/2024	11426	32.92
CDA	MISSION LINEN & UNIFORM	08/02/2024	11427	59.44
CDA	OWENS VALLEY PEST	08/02/2024	11428	1,800.00
CDA	PEREZ QUALITY TIRES	08/02/2024	11429	680.00
CDA	Robin Ludovico	08/02/2024	11430	241.50
CDA	Sacramento County Sheriff's Office	08/02/2024	11431	450.00
CDA	SHREDPRO, INC	08/02/2024	11432	75.00
CDA	SOUTHERN CALIFORNIA EDISON	08/02/2024	11433	4,520.16
CDA	THE FED-UP STORE	08/02/2024	11434	44.41
CDA	VERIZON WIRELESS	08/02/2024	11435	619.10
CDA	Western Timber Frame Inc.	08/02/2024	11436	3,567.00
CDA	Willdan Engineering	08/02/2024	11437	7,178.75
CDA	ALEX PRINTING	08/08/2024	11438	326.25
CDA	AXON ENTERPRISE, INC.	08/08/2024	11439	15,360.48
CDA	BROWN'S SUPPLY	08/08/2024	11440	53.72
CDA	California Chapter	08/08/2024	11441	825.00
CDA	CARMICHAEL BUSINESS TECH.	08/08/2024	11442	120.68
CDA	CASELLE, INC.	08/08/2024	11443	2,050.00
CDA	CivicPlus, LLC	08/08/2024	11444	1,323.00
CDA	DEPT OF JUSTICE	08/08/2024	11445	32.00
CDA	DEPT OF WATER AND POWER	08/08/2024	11446	11,989.99

Journal	Payee or Description	Date	Check Number	Amount
CDA	GRANITE CONSTRUCTION COMPANY INC.	08/08/2024	11447	897.12
CDA	HIGH COUNTRY LUMBER	08/08/2024	11448	1,518.84
CDA	International Association	08/08/2024	11449	65.00
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	08/08/2024	11450	126.75
CDA	KIBS-FM	08/08/2024	11451	300.00
CDA	MANOR TRUE VALUE HARDWARE	08/08/2024	11452	11.63
CDA	Maryann Thomas	08/08/2024	11453	37.50
CDA	MCA DIRECT	08/08/2024	11454	31.66
CDA	MISSION LINEN & UNIFORM	08/08/2024	11455	255.44
CDA	MR. K. AUTOMOTIVE SERVICE INC.	08/08/2024	11456	473.58
CDA	MuniServices	08/08/2024	11457	492.95
CDA	OWENS VALLEY PEST	08/08/2024	11458	2,430.00
CDA	Park Ink	08/08/2024	11459	505.95
CDA	PILOT THOMAS LOGISTICS	08/08/2024	11460	.00
CDA	PREFERRED SEPTIC	08/08/2024	11461	3,207.01
CDA	Project 529, Inc	08/08/2024	11462	563.06
CDA	PTS	08/08/2024	11463	93.50
CDA	RACHEL KULCHIN	08/08/2024	11464	300.00
CDA	RIGHT WAY POOL & SPA	08/08/2024	11465	11,478.02
CDA	Rojas Communications Group	08/08/2024	11466	4,000.00
CDA	SOUTHERN CALIFORNIA EDISON	08/08/2024	11467	2,945.53
CDA	STEVE'S AUTO & TRUCK PART	08/08/2024	11468	2,581.32
CDA	SYMBOL ARTS	08/08/2024	11469	150.50
CDA	THE FED-UP STORE	08/08/2024	11470	288.96
CDA	Trim Construction and Garage Doors	08/08/2024	11471	1,488.75
CDA	TURF STAR INC.	08/08/2024	11472	144.97
CDA	WESTERN NEVADA SUPPLY CO.	08/08/2024	11473	729.16
CDA	PILOT THOMAS LOGISTICS	08/08/2024	11474	6,372.11
CDP	ELLIS, JAMES V.	08/09/2024	11475	234.43
CDP	LOWTHORP, ROBERT B.	08/09/2024	11476	46.17
CDP	BHAKTA, HARIVANDEN E.	08/09/2024	11477	46.17
CDP	SANTANA, FRANCISCO	08/09/2024	11478	1,033.33
CDP	GRISHAM, AMANDA R	08/09/2024	11479	1,794.03
CDP	NAVALES, RYAN	08/09/2024	11480	338.36
CDP	FITT, ASHLEY	08/09/2024	11481	208.71
CDP	WATTERSON, RUTH M.	08/09/2024	11482	114.51
CDP	JACKSON, THOMAS E.	08/09/2024	11483	677.37
CDP	CARR, PRESLEY	08/09/2024	11484	725.84
CDP	GRAVES, KANO	08/09/2024	11485	703.52
CDP	COKELEY, BRYCE	08/09/2024	11486	766.20
CDP	TURMAN, MYLEE	08/09/2024	11487	310.57
CDP	ENNIS, JERRY	08/09/2024	11488	923.50
CDP	ENNIS, KAREN	08/09/2024	11489	820.34
CDP	DERR, LEVI	08/09/2024	11490	890.45
CDP	RUSSELL, BRET	08/09/2024	11491	3,765.79
CDP	MONDRAGON, DONOVAN	08/09/2024	11492	620.46
CDP	GIDNEY, MARLEY	08/09/2024	11493	108.05
CDP	WILSON, JOSHUA	08/09/2024	11494	486.05
CDP	FITT, CALEB	08/09/2024	11495	299.36
CDP	SINFORIANO, XITLALY	08/09/2024	11496	774.70
CDP	MULLNER, LOLA	08/09/2024	11497	811.66
CDP	OSLAND, SCOUT	08/09/2024	11498	553.25
CDP	HAVERSTOCK, CLARE	08/09/2024	11499	728.26
CDP	VETTER, CLAIRE	08/09/2024	11500	415.11
CDP	ORR, TEAGAN	08/09/2024	11501	149.61
CDP	LOWDEN, MIKE	08/09/2024	11502	93.04
CDP	DONDERO, JESIAH	08/09/2024	11503	890.45
CDP	DOUDA, ELLIOT	08/09/2024	11504	711.91

Journal	Payee or Description	Date	Check Number	Amount
CDPT	AMERICAN FIDELITY	08/09/2024	11505	80.76
CDPT	BPOA	08/09/2024	11506	720.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	08/09/2024	11507	369.23
CDPT	US BANK TRUST WESTERN REGION	08/09/2024	11508	3,084.35
CDA	ALPINE PAINT OF BISHOP	08/15/2024	11509	5.22
CDA	AMERICAN WATER WORKS	08/15/2024	11510	501.00
CDA	AP Triton, LLC	08/15/2024	11511	5,850.10
CDA	BAKER SUPPLIES & REPAIRS	08/15/2024	11512	723.19
CDA	BISHOP CHAMBER OF COMMERCE	08/15/2024	11513	150,047.99
CDA	BSK Associates	08/15/2024	11514	259.96
CDA	CANON FINANCIAL SERVICES	08/15/2024	11515	1,915.30
CDA	CASCADE FIRE EQUIPMENT CO	08/15/2024	11516	64.99
CDA	DEPT OF WATER AND POWER	08/15/2024	11517	1,744.82
CDA	ELDRIDGE ELECTRIC & SON	08/15/2024	11518	456.00
CDA	FRONTIER	08/15/2024	11519	136.65
CDA	GRANICUS, INC.	08/15/2024	11520	3,671.43
CDA	HUNT PROPANE, INC.	08/15/2024	11521	450.90
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	08/15/2024	11522	129.75
CDA	MANOR TRUE VALUE HARDWARE	08/15/2024	11523	15.07
CDA	MORALES ROOTER	08/15/2024	11524	532.50
CDA	MUNICIPAL MAINT EQUIPMENT	08/15/2024	11525	1,849.50
CDA	OPTIMUM	08/15/2024	11526	1,087.63
CDA	O'REILLY AUTOMOTIVE, INC.	08/15/2024	11527	26.60
CDA	RIGHT WAY POOL & SPA	08/15/2024	11528	277.40
CDA	SIERRA ANALYTICAL LABS INC.	08/15/2024	11529	400.00
CDA	Actuarial Retirement Consulting LLC	08/22/2024	11530	550.00
CDA	BISHOP VOLUNTEER FIRE	08/22/2024	11531	2,385.00
CDA	CA JPIA	08/22/2024	11532	2,150.00
CDA	CALIFORNIA BROADBAND	08/22/2024	11533	875.00
CDA	CORDICO, INC	08/22/2024	11534	2,896.25
CDA	DEPT OF WATER AND POWER	08/22/2024	11535	1,491.68
CDA	EASTERN SIERRA ARTISTS DBA C5 CAC	08/22/2024	11536	200.00
CDA	Flock Safety	08/22/2024	11537	6,800.00
CDA	HANSON BRIDGETT LLP	08/22/2024	11538	9,480.00
CDA	Jones Mayer	08/22/2024	11539	12,170.00
CDA	MISSION LINEN & UNIFORM	08/22/2024	11540	59.44
CDA	MUNICIPAL EMERGENCY SERV	08/22/2024	11541	2,785.34
CDA	PARS PHASE II SYSTEMS	08/22/2024	11542	1,507.29
CDA	QUILL CORP	08/22/2024	11543	34.91
CDA	SOUTHERN CALIFORNIA EDISON	08/22/2024	11544	3,467.03
CDA	TRIAD-HOLMES ASSOCIATES	08/22/2024	11545	6,106.25
CDA	VICTORIA TOY	08/22/2024	11546	481.00
CDA	Wood Rodgers Inc	08/22/2024	11547	6,558.75
CDP	ELLIS, JAMES V.	08/23/2024	11548	234.43
CDP	JACKSON, AVIS L.	08/23/2024	11549	83.11
CDP	SANTANA, FRANCISCO	08/23/2024	11550	1,006.78
CDP	SANTANA, MISAEL	08/23/2024	11551	129.29
CDP	COKELEY, RACHEL D	08/23/2024	11552	73.88
CDP	GRISHAM, AMANDA R	08/23/2024	11553	1,794.04
CDP	ROBINSON, TOBY R.	08/23/2024	11554	2,616.35
CDP	NAVALES, RYAN	08/23/2024	11555	338.36
CDP	FITT, ASHLEY	08/23/2024	11556	595.56
CDP	WATTERSON, RUTH M.	08/23/2024	11557	114.51
CDP	JACKSON, THOMAS E.	08/23/2024	11558	677.37
CDP	BRAATEN, BRAD	08/23/2024	11559	119.13
CDP	MADERA, JOCELYN	08/23/2024	11560	443.28
CDP	CARR, PRESLEY	08/23/2024	11561	385.66
CDP	GRAVES, KANO	08/23/2024	11562	797.94

Journal	Payee or Description	Date	Check Number	Amount
CDP	COKELEY, BRYCE	08/23/2024	11563	239.83
CDP	TURMAN, MYLEE	08/23/2024	11564	87.27
CDP	ENNIS, JERRY	08/23/2024	11565	923.50
CDP	ENNIS, KAREN	08/23/2024	11566	835.56
CDP	DERR, LEVI	08/23/2024	11567	711.91
CDP	SEARS, ADRIAN	08/23/2024	11568	73.88
CDP	RUSSELL, BRET	08/23/2024	11569	3,765.79
CDP	MONDRAGON, DONOVAN	08/23/2024	11570	116.36
CDP	GIDNEY, MARLEY	08/23/2024	11571	402.41
CDP	FITT, CALEB	08/23/2024	11572	207.79
CDP	SINFORIANO, XITLALY	08/23/2024	11573	411.37
CDP	MULLNER, LOLA	08/23/2024	11574	128.83
CDP	OSLAND, SCOUT	08/23/2024	11575	74.81
CDP	HAVERSTOCK, CLARE	08/23/2024	11576	411.37
CDP	VETTER, CLAIRE	08/23/2024	11577	145.45
CDP	ORR, TEAGAN	08/23/2024	11578	66.50
CDP	LOWDEN, MIKE	08/23/2024	11579	171.77
CDP	DONDERO, JESIAH	08/23/2024	11580	841.67
CDP	DOUDA, ELLIOT	08/23/2024	11581	620.35
CDPT	AMERICAN FIDELITY	08/23/2024	11582	80.76
CDPT	AMERICAN FIDELITY	08/23/2024	11583	2,116.12
CDPT	BPOA	08/23/2024	11584	720.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	08/23/2024	11585	369.23
CDPT	COBEA	08/23/2024	11586	55.50
CDPT	MSA-DENTAL POOL	08/23/2024	11587	5,814.45
CDPT	TEXAS LIFE INSURANCE COMPANY	08/23/2024	11588	361.05
CDPT	THE HARTFORD	08/23/2024	11589	1,840.23
CDPT	U.S Bank PARS Account #: 6746050100	08/23/2024	11590	60,005.11
CDPT	US BANK TRUST WESTERN REGION	08/23/2024	11591	14,155.37
CDPT	US BANK TRUST WESTERN REGION	08/23/2024	11592	2,130.56
CDPT	VISION SERVICE PLAN	08/23/2024	11593	546.04
CDA	AT&T Mobility LLC	08/29/2024	11618	877.09
CDA	CALIFORNIA BROADBAND	08/29/2024	11619	344.95
CDA	CARMICHAEL BUSINESS TECH.	08/29/2024	11620	53,319.00
CDA	CERVANTES CONSTRUCTION	08/29/2024	11621	300.00
CDA	DEAN'S PLUMBING & HEATING INC.	08/29/2024	11622	405.94
CDA	DEPT OF JUSTICE	08/29/2024	11623	929.00
CDA	DEPT OF WATER AND POWER	08/29/2024	11624	7,479.92
CDA	FRONTIER	08/29/2024	11625	817.23
CDA	Inyo Register	08/29/2024	11626	63.65
CDA	JIM REYNOLDS	08/29/2024	11627	163.10
CDA	L.N Curtis & Sons	08/29/2024	11628	5,795.76
CDA	Mammoth Hospital	08/29/2024	11629	1,920.00
CDA	MISSION LINEN & UNIFORM	08/29/2024	11630	59.44
CDA	OPTIMUM	08/29/2024	11631	302.17
CDA	PERRY MOTORS, INC.	08/29/2024	11632	481.26
CDA	PTS	08/29/2024	11633	178.50
CDA	RIGHT WAY POOL & SPA	08/29/2024	11634	615.84
CDA	SOUTHERN CALIFORNIA EDISON	08/29/2024	11635	1,673.47
CDA	Urine Luck Portables and Septic	08/29/2024	11636	370.00
CDA	Valley Health Team, Inc	08/29/2024	11637	200.00
CDA	Veritone, Inc	08/29/2024	11638	1,300.00
CDA	VERIZON BUSINESS	08/29/2024	11639	65.40
CDA	VERIZON WIRELESS	08/29/2024	11640	976.94
CDA	WESTERN NEVADA SUPPLY CO.	08/29/2024	11641	202.06
CDA	INYO COUNTY ADMINISTRATION	08/29/2024	11642	18,791.73
CDP	DIRECT DEPOSIT TOTAL	08/09/2024	92201	127,079.73
CDP	DIRECT DEPOSIT TOTAL	08/23/2024	92202	115,130.12

Journal	Payee or Description	Date	Check Number	Amount
CDPT	EMPLOYMENT DEV. DEPT.	08/09/2024	80924200	6,729.00
CDPT	GREAT-WEST LIFE & ANNUITY	08/09/2024	80924201	2,666.42
CDPT	IRS	08/09/2024	80924202	22,997.49
CDPT	PERS	08/09/2024	80924203	33,437.01
CDPT	PERS DEFERRED COMP	08/09/2024	80924204	1,894.61
CDPT	CALPERS MEDICAL	08/23/2024	82324200	89,032.10
CDPT	EMPLOYMENT DEV. DEPT.	08/23/2024	82324201	6,222.00
CDPT	GREAT-WEST LIFE & ANNUITY	08/23/2024	82324202	2,906.42
CDPT	IRS	08/23/2024	82324203	20,782.56
CDPT	PERS	08/23/2024	82324204	33,561.65
CDPT	PERS DEFERRED COMP	08/23/2024	82324205	1,894.61
	Grand Totals:			2,485,047.11

2023-2024
Inyo County Grand Jury
Final Report

CONFIDENTIAL

NOTICE TO:

OFFICERS, AGENCIES, DEPARTMENTS AND GOVERNING BODIES OF PUBLIC AGENCIES

1. You have been provided a copy of the Grand Jury's Final Report **two working days** prior to its public release and after its approval by the presiding judge. You are prohibited from disclosing any contents of the report prior to the public release of the report. (Penal Code Section 933.05(f)).

2. If you are required to respond to the findings and recommendations of this report, you are urged to review the provisions of Penal Code Section 933.05 subsections (a), (b) and (c), before submitting your response.

3. For 45 days after the end of our term, the foreman and designee shall, upon reasonable notice, be available to officers, agencies, departments of governing in this report, for clarification of the recommendations directed to them. (See Penal Code Section 933 (a)).

Inyo County

Inyo County Grand Jury
Post Office Box 401
Independence, CA 93526

Inyo County Grand Jury Report

Fire and Life Safety Inspections

SUMMARY

This report addresses fire safety inspections in schools and other facilities in Inyo County. California Health and Safety Codes (HSC) require annual fire safety inspections in certain classes of buildings (schools, hotels, motels, etc.). The chiefs of our local fire departments are responsible for insuring these inspections are conducted. See Appendix C for the relevant codes.

The current Grand Jury opened an investigation into this issue after doing some basic continuity research pursuant to a 2022 Grand Jury report on the same subject. The fact that school inspections were not being conducted regularly was quickly apparent, and the Grand Jury felt that another investigation was warranted. In this report, the Grand Jury wants to expand our area of inquiry beyond just school inspections and to include the other types of facilities that must be inspected. This report also addresses what options local fire chiefs have to ensure that inspections are conducted in their districts.

BACKGROUND

The 2021-2022 Inyo County Grand Jury published a report about school fire safety inspections. That report found that few inspections were being conducted regularly in Inyo County. The report clarified that the responsibility for conducting inspections lies with the local fire district (either with the chief or someone else to whom the chief delegates that authority). The report also stated that according to the relevant HSC, inspection reports–whether conducted by the local chief, the Office of the State Fire Marshal (OSFM) via CalFire, or anyone else–must be presented to the special district's board of directors, accepted, and made publicly available.

Inyo County's fire protection services are provided by 6 special districts: Bishop Rural Fire Protection District (BRFPD), Big Pine Fire Protection District (BPFPD), Independence Fire Protection District (IFPD), Lone Pine Fire Protection District (LPFPD), Olancha Community Service District (OCSD), and Southern Inyo Fire Protection District (SIFPD). Current state regulations establish that the fire departments in these special districts are ultimately responsible for ensuring annual inspections are conducted in all required facilities within their districts. Full-time fire chiefs with the necessary credentials and training may conduct inspections themselves, or they can delegate this responsibility to CalFire or another district fire official.

METHODOLOGY

Members of the Grand Jury conducted interviews with interested parties in person, by phone, and via Zoom. Requests for fire safety inspection reports were made to local fire districts, school districts, and state agencies. The 2021-2022 Grand Jury report was reviewed, together with all responses to that report which were received. The Grand Jury also made a thorough review of pertinent California HSC, state regulations, and information obtained from the California State Fire Marshal's Office and CalFire.

DISCUSSION

This report intends to clarify the following details related to state-mandated fire safety inspections: 1) What facilities are required to be inspected. 2) Who has the responsibility and authority to conduct inspections. 3) Are inspections currently being conducted in Inyo County. 4) Do the fire districts in Inyo County need to implement new procedures to ensure inspections are conducted. 5) Why is it important that annual inspections are conducted in Inyo County schools and other required facilities.

HSC requires annual inspections for schools and several other residential occupancies. The State Fire Marshal's Office has defined the specific facilities that must be inspected as those within three specific occupancy groups: Group E, Group R1, and Group R2.

- Group E: Schools and day-care facilities (with more than 6 children who are over 2 ½ years of age)
- Group R1: Hotels, motels, hostels, and other transient congregate living facilities
- Group R2: Apartment houses, boarding houses (with more than 16 occupants), other congregate living facilities (with more than 16 occupants), convents, dormitories, fraternities, and sororities

The Grand Jury's current information indicates that CalFire will perform inspections, upon request from a local fire chief, for all required facilities. CalFire's current rate is $240/hour, excluding transportation time. CalFire charges the facilities they are inspecting directly (whether that is a school, a motel, or otherwise), so local fire departments are not responsible for charging inspection fees.

Suppose a district fire chief wishes to delegate inspection responsibility to the OSFM (via CalFire). In that case, they must contact them directly (see Appendix B) and provide them with a list of all facilities within their district that must be inspected. After CalFire has conducted inspections, they must provide the district fire chief with a copy of all inspection reports. The chief, in turn, must provide those reports to the district board of directors at their year-end budget meeting. The board is then responsible for making a formal resolution accepting the reports and either posting them on the department's website or making them available to the public at the fire station.

The Grand Jury made inquiries to discover what inspections have been conducted in Inyo County over the last five years. Our requests for inspection reports were made to the local fire districts, school district superintendents, and CalFire (via a FOIA request). The Grand Jury is proceeding with the assumption that if a written inspection report does not exist, there is no way to verify that an inspection occurred.

The table below provides a simple representation of which inspection reports the Grand Jury obtained for Inyo County schools for 2019-2023. This table may not provide a complete list of every school in each fire protection district. Each fire protection district is responsible for compiling a list of all schools and other applicable buildings that require annual inspections in their district. Olancha CSD is not listed in the table below because it does not presently have any schools within its district boundaries. Please see Appendix A for a comprehensive and detailed table of every inspection report that the Grand Jury obtained.

Inyo County Grand Jury
Post Office Box 401
Independence, CA 93526

No Inspection Report Provided to the Grand Jury

Inspection Report Provided to the Grand Jury

Bishop Schools

Inspection Year	2019	2020	2021	2022	2023
Bishop Union HS					
Home Street MS					
Bishop ES					
7th Day Adventist					
7th Day Adventist Pre					
Wonder Years Pre					
Indian Head Start					
Little Promises PS					
Kliks Family Daycare					

Big Pine Schools

Inspection Year	2019	2020	2021	2022	2023
Big Pine PreS					
Big Pine ES					
Big Pine MS					
Big Pine HS					
Big Pine HS Palisade					

Independence Schools

Inspection Year	2019	2020	2021	2022	2023
Owens Valley ES					
Owens Valley MS					
Owens Valley HS					

Lone Pine Schools

Inspection Year	2019	2020	2021	2022	2023
Lo-Inyo ES					
Lone Pine HS					

Death Valley Schools

Inspection Year	2019	2020	2021	2022	2023
Shoshone Academy					

Big Pine FPD and Southern Inyo FPD are presently conducting inspections. This Grand Jury report does not provide data on fire safety inspections conducted in 2024. However, it is important to acknowledge that both Bishop Fire and Independence FPD are now actively contracting with CalFire to conduct fire safety inspections in their districts. The Grand Jury's intent, in this report, is not to rebuke any of the fire protection districts. Instead, the goal is to provide clear and detailed information that will enable all Inyo County fire protection districts to fully comply with all state regulations regarding fire safety inspections. The importance of preventative fire safety measures cannot be overestimated, especially concerning school children in Inyo County. In addition, fire safety in hotels and motels is vital in a county that relies heavily on revenue from visitors and vacationers. Inyo County's history of compliance with fire safety inspection requirements has been poor to date, but the Grand Jury believes rectifying the situation is possible. We must all acknowledge that inspections are urgently needed to ensure the safety of our school children, residents, and visitors.

While conducting this investigation, the Grand Jury has become aware of recent discussions among county agencies and fire district chiefs regarding the difficulties faced in achieving compliance with state regulations that require annual inspections. The Grand Jury believes that the central problem has been confusion about the specifics of these requirements; that uncertainty has been exacerbated by the fact that most of our small fire district chiefs lack the resources to perform the necessary inspections. Inyo County technically has a County Fire Marshal: the Head of Building & Safety. This, however, is a titular position and does not possess any of the responsibilities of a fire marshal since Inyo County does not have a County Fire Department. It is doubtful that creating a county-level position to conduct countywide inspections is feasible at this time. Additionally, we recognize that our county's responsibility for fire protection services lies with six independent special districts; there is no overarching authority with organizational and management capabilities. For these reasons, the simplest solution to the problem appears to be for each district chief to determine the most effective way to ensure that inspections occur, whether this means doing the inspections themselves– if they have the necessary qualifications and resources–or delegating this responsibility to the OSFM.

The Grand Jury's objective in conducting this investigation was to determine whether the 2021-2022 Grand Jury report on the same subject had produced the desired results. We wish to acknowledge that there has been improvement: Big Pine FPD has been contracting with CalFire to conduct inspections for the last two years, and in the Southern Inyo FPD, the fire chief has been conducting inspections since taking office in 2023.

The Grand Jury recognizes that during this investigation, significant progress has occurred: Bishop Fire and Independence FPD are actively taking the necessary steps to comply with HSC requirements. The purpose of this report is to encourage and inform all concerned parties so as to make Inyo County safer for everyone.

FINDINGS

F1. The record of compliance with California HSC's requirements for annual fire safety inspections in Inyo County has been largely inconsistent over the last five years.

F2. Many of the local fire protection districts in Inyo County lack the necessary resources or qualifications to conduct annual fire safety inspections.

F3. Special District fire chiefs may delegate the responsibility for conducting fire safety inspections to the Office of the State Fire Marshal (via CalFire), another district chief or employee, or a private firm that provides inspection services.

F4. The Boards of Directors of Inyo County's fire protection districts are not in compliance with Health & Safety Code requirements to accept and make public fire safety inspection reports in their districts.

RECOMMENDATIONS

R1. Each fire department, that is not currently in compliance, reach compliance with the requirements for annual fire safety inspections under sections 13146.2, 13146.3, and 13146.4 of the California Health & Safety Codes no later than December 31, 2024. (F1, F4)

R2. The Board of Directors of each fire department develops a plan that details how their departments will achieve and maintain compliance with fire safety inspection requirements no later than October 31, 2024, that includes the following: (F1, F4)

- Determine who will be responsible for conducting fire safety inspections;
- Compile and maintain a list of all schools and other facilities in their district which require inspections;
- Determine a procedure for the chief to present inspection reports to the board at their annual budget meeting;

R3. The Board of Directors of each fire department receives all fire safety inspection reports at their annual budget meeting. The Board of Directors makes a formal resolution that includes posting inspection reports on the department website or making them available to the public at the fire station no later than October 31, 2024. (F4)

REQUIRED RESPONSES

Pursuant to Penal Code sections 933 and 933.05, the Grand Jury requests responses from the following governing bodies within 90 days:

- Bishop Rural Fire Protection District's Board of Directors (R1, R2, R3)
- Bishop City Council (R1, R2, R3)
- Big Pine Fire Protection District's Board of Directors (R1, R2, R3)
- Independence Fire Protection District's Board of Directors (R1, R2, R3)
- Lone Pine Fire Protection District's Board of Directors (R1, R2, R3)
- Olancha Community Service District's Board of Directors (R1, R2, R3)
- Southern Inyo Fire Protection District's Board of Directors (R1, R2, R3)

INVITED RESPONSES

- Bishop RFPD Chief Bret Russell
- Big Pine FPD Chief Damon Carrington
- Independence FPD Chief Joseph Cappello
- Lone Pine FPD Chief Carl Bursell
- Olancha CSD Chief Chelsea Benbrook
- Southern Inyo FPD Chief Phil Worsman
- Lone Pine School Superintendent Edward Campbell
- Death Valley School District Superintendent Jim Copeland
- Independence School District Superintendent Rosanne Lampariello
- Inyo County Superintendent of Schools Barry Simpson
- Cal Fire Chief Darwin Workman
- Cal Fire Chief Jeffrey Bailey

Inyo County

Inyo County Grand Jury
Post Office Box 401
Independence, CA 93526

APPENDIX A

SCHOOLS	Inspection Date	Pass/Fail	Details	Reinspection Date
Bishop Area				
Bishop Union HS	8/13/2020	Correction notice issued		8/20
Bishop Union HS	6/23/2022	Correction notice issued	3 violations noted	
Home Street MS	8/27/2020	Passed with comments	4 violations noted	
Home Street MS	6/21/2022	Correction notice issued	2 violations noted	
Bishop ES	9/24/2020	Passed with comments		
Bishop ES	6/15/2022	Correction notice issued	6 violations noted	
Bishop 7th Day Adventist Church School	2/21/2020	Correction notice issued		
Bishop 7th Day Adventist Preschool	2/21/2020	Citation issued	7 violations noted	
ICOE Wonder Years Preschool	8/18/2022	Passed		
B. Indian Head Start	3/15/2019	Passed		
Little Promises PS				
Kliks Family Daycare				

Big Pine				
BP: ES 2nd-6th Bldg	4/11/2022	Fail	4 Violations	
BP: ES 2nd-6th Bldg	8/29/2023	Pass		
BP: After School Bldg	4/11/2022	Pass		
BP: After School Bldg	8/29/2023	Fail	1 Violation	
BP: Library	4/11/2022	Pass		
BP: Library	8/29/2023	Pass		
BP: Boardroom	4/11/2022	Fail	3 Violations	
BP: Library	8/29/2023	Fail	4 Violations	
BP: Care Room Bldg	4/11/2022	Pass		
BP: Care Room Building	8/29/2023	Pass		
BP: Elective Storage	4/11/2022	Fail	1 Violation	
BP: K-8 Science Storage	8/29/2023	Pass		
BP: Gym	4/11/2022	Fail	10 Violations	
BP: Gym	8/29/2023	Fail	7 Violations	
BP: K-1st Grade Building	4/11/2022	Pass		
BP: K-1st Grade Building	8/29/2023	Pass		
BP: Preschool	4/11/2022	Pass		
BP: Preschool	8/29/2023	Pass		
BP: High School	4/11/2022	Fail	7 Violations	
BP: High School	8/29/2023	Fail	5 Violations	
BP: RSP	4/11/2022	Pass		
BP: RSP	8/29/2023	Pass		
Big Pine: Training Room	4/11/2022	Pass		
Palisade: English Classroom	4/11/2022	Fail	1 Violation	

Palisade: English Classroom	8/29/2023	Pass		
Palisade: History Classroom	4/11/2022	Pass		
Palisade: History Classroom	8/29/2023	Pass		
Palisade: Math & Science Classroom	4/11/2022	Pass		
Palisade: Math & Science Classroom	8/29/2023	Pass		
Palisade: Office	4/11/2022	Fail	3 Violations	
Palisade: Office	8/29/2023	Pass		
Palisade: Technology Building	4/11/2022	Pass		
BP: Crew Room	8/29/2023	Pass		
Independence				
Owens Valley ES				
Owens Valley MS				
Owens Valley HS				
Lone Pine				
Lo-Inyo ES	8/16/2019	N/A	None noted	10/18/2019
Lo-Inyo ES	10/18/2019	N/A	"Making progress on past violations."	60 Days
Lone Pine HS	8/23/2019	N/A	2 violations noted	30 Days
Lone Pine HS	10/18/2019	N/A	2 past violations were corrected. 1 violation requires reinspection.	30 Days

Death Valley				
Death Valley Shoshone Academy	3/7/23		11 violations noted	
Death Valley Shoshone Academy	11/23	Failed	34+ violations noted	Priority code for corrections noted
Schools in Inyo County not within a Fire District's Boundaries				
Round Valley Schools				
Cerro Coso Community College - Bishop Campus				

APPENDIX B

STATE OF CALIFORNIA—NATURAL RESOURCES AGENCY Gavin Newsom, Governor

DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
Fire and Life Safety Division
P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 568-3801
Website: www.fire.ca.gov

February 27, 2024

Re: State Fire Marshal Mandated Inspections

Dear Local Authority Having Jurisdiction (AHJ):

The purpose of this annual notification is to provide information to local AHJ fire departments and fire protection districts on statutory notification and reporting requirements for State Fire Marshal mandated inspections performed by your agency.

In accordance with Health and Safety Code (HSC) Section 13146.1, CAL FIRE - Office of the State Fire Marshal (OSFM) is charged to inspect every jail or place of detention at least once every two years, including those within local AHJ jurisdictions, unless notified by the local AHJ that they will perform the inspections by June 30 of each applicable year. Some jails or places of detention may request to have annual inspections due to other requirements or accreditation. Reports of the inspections shall be submitted to the following within 30 days of the inspection:

- Official in charge of the facility
- Local governing body
- State Fire Marshal
- Board of Corrections

In accordance with HSC Section 13217, local AHJs are charged with performing annual inspections of high-rise structures in their jurisdiction unless the local AHJ elects to have the OSFM perform the inspections. Notification to the OSFM of who will be performing the inspection is required by June 30 of each applicable year. If a local AHJ performs the inspection, results of the inspection shall be submitted to the OSFM no later than 30 days after the date of the inspection.

In accordance with HSC Sections 13146.2 and 13146.3, Group E and Group R-1/R-2 occupancies are required to be inspected annually by the local AHJ. OSFM notification and reporting is not required for these inspections.

In accordance with HSC Section 13146.6, if the governing body relies on an all-volunteer fire department, Group E or Group R-1/R-2 occupancies in your jurisdiction must be inspected through one of the following methods:

- Request the OSFM to perform the inspections.
  - If you are an all-volunteer fire department, and you are requesting the OSFM perform your Group E and Group R-1/R-2 occupancy inspections per HSC

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Section 13146.6, please notify us by including those structures on the Inventory Spreadsheet.

- Request another city, county, or city and county fire department or district that has regular full-time members of a regularly organized fire department to perform the inspections.

If a structure meets the definitions of both a high-rise and an R-1/R-2, inspection responsibility will fall to the local AHJ under HSC Section 13146.2. The AHJ will still be responsible for the notification and reporting of this structure per HSC Section 13217.

The OSFM continues working with our contractor to establish an electronic notification and reporting system through GOVmotus FIRE. This system will track inspections for high-rise structures and jails (or places of detention) performed by the AHJ fire departments and fire protection districts. Through this system, local AHJs will notify the OSFM that the local AHJ will perform these inspections or defer them to the OSFM, identify that the inspections have been completed, and submit the results of the inspections to the OSFM.

This system will replace the annual letter sent by our office. Until the system is established, OSFMLocalFireInfoUpdate@fire.ca.gov will be utilized for local AHJ communication for mandated inspection notification and reporting.

To facilitate this program, a general email address for your department to use as the Login ID is required. If the email address that you have received this notification at is not the email address you wish to utilize as your department's Login ID, please enter the correct email on the attached Inventory Spreadsheet. This spreadsheet also needs to include all high-rise structures and jails or places of detention in your jurisdiction and identify who will be performing these inspections. The spreadsheet may also contain data for your jurisdiction based on the information you reported last year. Please review the information and update it as needed. Please return the completed spreadsheet to OSFMLocalFireInfoUpdate@fire.ca.gov within 30 days of receipt.

If your department has no structures that require reporting or notification to the OSFM, fill out the AHJ information section of the spreadsheet and enter "no buildings to notify/report on" in the first line of the inventory. Additionally, if another AHJ will be performing these mandated inspections on your behalf, still fill out and submit the Inventory Spreadsheet for your jurisdiction. Your reporting and notification can then be done via your login either by your department or the AHJ performing the inspections for you.

Upon receipt of this email, please reply to OSFMLocalFireInfoUpdate@fire.ca.gov with an acknowledgment so that we know this email address is current and being monitored. If you previously submitted an inventory to us for this program, please verify your email address and provide any corrections that may need to be made to the inventory we have on file to keep it up to date. If you have any questions, we may be contacted at (916) 568-3801.

Respectfully,

Brad Goodrich
Chief of Fire and Life Safety

Cc: Jack Stinson, Chief of Fire and Life Safety
Darwin Workman, Chief of Fire and Life Safety

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APPENDIX C

1. HEALTH AND SAFETY CODE - HSC
2. DIVISION 12. FIRES AND FIRE PROTECTION [13000 - 14959] *(Division 12 enacted by Stats. 1939, Ch. 60.)*
3. PART 2. FIRE PROTECTION [13100 - 13263] *(Part 2 enacted by Stats. 1939, Ch. 60.)*
4. CHAPTER 1. State Fire Marshal [13100 - 13159.10] *(Chapter 1 enacted by Stats. 1939, Ch. 60.)*
5. ARTICLE 2. The State Board of Fire Services [13140 - 13147] *(Heading of Article 2 amended by Stats. 1973, Ch. 1197.)*
6. 13146.
7. (a) The responsibility for enforcement of building standards adopted by the State Fire Marshal and published in the California Building Standards Code relating to fire and panic safety and other regulations of the State Fire Marshal shall be as follows:
8. (1) The city, county, or city and county with jurisdiction in the area affected by the standard or regulation shall delegate the enforcement of the building standards relating to fire and panic safety and other regulations of the State Fire Marshal as they relate to R-3 dwellings, as described in Section 310.5 of Part 2 of the California Building Standards Code, to either of the following:
9. (A) The chief of the fire authority of the city, county, or city and county, or the chief's authorized representative.
10. (B) The chief building official of the city, county, or city and county, or the official's authorized representative.
11. (2) The chief of any city, county, or city and county fire department or of any fire protection district, and their authorized representatives, shall enforce within its jurisdiction the building standards and other regulations of the State Fire Marshal, except those described in paragraph (1) or (4).
12. (3) The State Fire Marshal shall have authority to enforce the building standards and other regulations of the State Fire Marshal in areas outside of corporate cities and districts providing fire protection services.
13. (4) The State Fire Marshal shall have authority to enforce the building standards and other regulations of the State Fire Marshal in corporate cities and districts providing fire protection services upon request of the chief fire official or the governing body.
14. (5) The State Fire Marshal shall enforce the building standards and other regulations of the State Fire Marshal on all University of California campuses and properties

administered or occupied by the University of California and on all California State University campuses and properties administered or occupied by the California State University. For each university campus or property, the State Fire Marshal may delegate that responsibility to the person of the State Fire Marshal's choice who shall be known as the Designated Campus Fire Marshal.

15. (b) A fee may be charged pursuant to the enforcement authority of this section but shall not exceed the estimated reasonable cost of providing the service for which the fee is charged, pursuant to Section 66014 of the Government Code.
16. 13146.1.
17. (a) Notwithstanding Section 13146, the State Fire Marshal, or the State Fire Marshal's authorized representative, shall inspect every jail or place of detention for persons charged with or convicted of a crime, unless the chief of any city, county, or city and county fire department or fire protection district, or that chief's authorized representative, indicates in writing to the State Fire Marshal, by June 30 of each applicable year pursuant to subdivision (b), that inspections of jails or places of detention, therein, shall be conducted by the chief, or the chief's authorized representative, and submits the reports as required in subdivision (c).
18. (b) The inspections shall be made at least once every two years for the purpose of enforcing the regulations adopted by the State Fire Marshal, pursuant to Section 13143, and the minimum standards pertaining to fire and life safety adopted by the Board of State and Community Corrections, pursuant to Section 6030 of the Penal Code.
19. (c) Reports of the inspections shall be submitted to the official in charge of the facility, the local governing body, the State Fire Marshal, and the Board of Corrections within 30 days of the inspections.
20. (d) The State Fire Marshal, or the State Fire Marshal's authorized representative, who performs an inspection pursuant to subdivision (a) may charge and collect a fee for the inspection from the local government. Any fee collected pursuant to this subdivision shall be in an amount, as determined by the State Fire Marshal, sufficient to pay the costs of that inspection or those related fire and life safety activities
21. 13146.2.
22. (a) Every city, county, or city and county fire department or district providing fire protection services required by Sections 13145 and 13146 to enforce building standards adopted by the State Fire Marshal and other regulations of the State Fire Marshal shall, annually, inspect all structures subject to subdivision (b) of Section 17921, except dwellings, for compliance with building standards and other regulations of the State Fire Marshal.
23. (b) A city, county, or city and county fire department or district providing fire protection services that inspects a structure pursuant to subdivision (a) may charge and collect a fee for the inspection from the owner of the structure in an amount, as determined by the city,

county, or city and county fire department or district providing fire protection services, sufficient to pay the costs of that inspection.

24. (c) A city, county, or city and county fire department or district providing fire protection services that provides related fire and life safety activities for structures subject to subdivision (b) of Section 17921, such as plan review, construction consulting, fire watch, and investigation, may charge and collect a fee from the owner of the structure in an amount, as determined by the city, county, city and county, or district, sufficient to pay the costs of those related fire and life safety activities.

25. (d) The State Fire Marshal, or the State Fire Marshal's authorized representative, who inspects a structure subject to subdivision (b) of Section 17921, except dwellings, for compliance with building standards and other regulations of the State Fire Marshal, may charge and collect a fee for the inspection from the owner of the structure. The State Fire Marshal may also charge and collect a fee from the owner of the structure for related fire and life safety activities, such as plan review, construction consulting, fire watch, and investigation. Any fee collected pursuant to this subdivision shall be in an amount, as determined by the State Fire Marshal, sufficient to pay the costs of that inspection or those related fire and life safety activities.

26. 13146.3.

27. (a) A city, county, or city and county fire department or district providing fire protection services shall inspect every building used as a public or private school within its jurisdiction, for the purpose of enforcing regulations promulgated pursuant to Section 13143, not less than once each year. The State Fire Marshal and the State Fire Marshal's authorized representatives shall make these inspections not less than once each year in areas outside of corporate cities and districts providing fire protection services.

28. (b) A city, county, or city and county fire department or district that, or the State Fire Marshal or the State Fire Marshal's authorized representative who, inspects a structure pursuant to subdivision (a) may charge and collect a fee for the inspection in an amount sufficient to pay the costs of that inspection.

29. 13146.4.

30. (a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3.

31. (b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.

32. (c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.

33. (d) For purposes of this section, “administering authority” means a city council, county board of supervisors, or district board, as the case may be.

34. 13146.5.

35. The provisions of Sections 13145, 13146 and 13146.3 shall, so far as practicable, be carried out at the local level by persons who are regular full-time members of a regularly organized fire department of a city, county, or district providing fire protection services, and shall not be carried out by other persons pursuant to Section 34004 of the Government Code.

CITY OF BISHOP

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

Stephen M. Place
Inyo Superior Court
PO Box 1508
Bishop, CA 93515

Honorable Presiding Judge,

I am writing in response to the Inyo County Civil Grand Jury final report for 2023-2024 fiscal year titled: Fire and Life Safety Inspections. The board has reviewed the findings and the recommendations below are our response.

FINDINGS

F1. The record of compliance with California HSC's requirements for annual fire safety inspections in Inyo County has been largely inconsistent over the last five years.

F1. RESPONSE: Agreed

F2Many of the local fire protection districts in Inyo County lack the necessary resources or qualifications to conduct annual fire safety inspections.

F2. RESPONSE: Agreed

F3. Special District fire chiefs may delegate the responsibility for conducting fire safety inspections to the Office of the State Fire Marshal (via CalFire), another district chief or employee, or a private firm that provides inspection services.

F3. RESPONSE: Agreed

F4. The Boards of Directors of Inyo County's fire protection districts are not in compliance with Health & Safety Code requirements to accept and make public fire safety inspection reports in their districts.

F4. RESPONSE: Agreed

RECOMMENDATIONS

R1. Each fire department, that is not currently in compliance, reaches compliance with the requirements for annual fire safety inspections under sections 13146.2, 13146.3, and 13146.4 of the California Health & Safety Codes no later than December 31, 2024.

R1. RESPONSE: we are actively complying and should be able to meet the December deadline.

R2. The Board of Directors of each fire department develops a plan that details how their departments will achieve and maintain compliance with fire safety inspection requirements no later than October 31, 2024, that includes the following: (F1, F4)

R2. RESPONSE: the Board of Directors is currently developing a plan to achieve and maintain compliance by October 31, 2024.

R3. The Board of Directors of each fire department receives all fire safety inspection reports at their annual budget meeting. The Board of Directors makes a formal resolution that includes posting inspection reports on the department website or making them available to the public at the fire station no later than October 31, 2024

R3. RESPONSE: the Board of Directors will receive reports and are ready to make a formal resolution on all fire safety inspections within our district no later than October 31, 2024.

Sincerely,

Deston Dishion
City Administrator

Agenda Item: 10.D
Date of Meeting: September 23, 2024
Department: Public Works

STAFF REPORT

To: City Council

From: Nora Gamino

Subject: **Declaration of City-Owned Equipment as Surplus**

Prepared On: September 12, 2024

Background/History:
The City Public Works Department owns 50% of a sewer camera inspection system that has recently been replaced with a newer unit. City staff recommends declaration of the old camera system as surplus and also recommends subsequent inclusion of the equipment in an independent public auction.

Analysis/Discussion:
If City Council declares the old sewer camera unit as surplus equipment, City staff intend to hold public auction for purchase of the equipment on www.publicsurplus.com. This vendor offers its services free of charge to interested sellers. Additionally, this vendor has been vetted by City staff and City Attorney Pucci has reviewed the framework of the relationship between vendor and prospective sellers.

Economic Impacts:
No significant economic impacts.

Budget Impacts:
If City Council declares this item as surplus, the budget would be affected based on the increased revenue resulting from the subsequent sale of the equipment. Fifty percent of the proceeds of any sale would be allocated to the Sewer Fund, which was used for the initial purchase of the equipment. The other fifty percent would be returned to Eastern Sierra Community Services District as outlined in the joint ownership agreement between the two entities.

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

Recommended Action:

Council consideration to declare the Public Works Department's WECO Industries sewer camera unit (Asset ID #022000-51) as surplus equipment.

Approved By: Ethan Aukee 9/13/2024
Approved By: Robin Picken 9/13/2024
Approved By:
Approved By:

City of Bishop
Planning Commission

There will be no Planning Commission Meeting
September 24, 2024

The next regularly scheduled meeting will be
October 29, 2024

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

Agenda Item: 11.A
Date of Meeting: September 23, 2024
Department: Public Works

STAFF REPORT

To:	City Council
From:	Matt Bullis
Subject:	**Advantages and Disadvantages of the Bishop Paiute Tribe Joining the Bishop Area Wastewater Joint Powers Authority**
Prepared On:	September 12, 2024
Attachments:	Joint Power Authorities with Tribes as Members

Background/History:
The nine purpose statements of the Authority as defined in the BAWA Joint Powers Agreement are as follows:

1. To take all actions necessary to operate, maintain and improve both the existing irrigation system and create a new irrigation system.
2. Acquire and/or lease additional land from the City of Los Angeles DWP to increase acreage in the irrigable discharge area.
3. Design and construct a diversion structure to alleviate capacity concerns,
4. Pursue grant funding and financing options for future projects,
5. Fund storage pond improvements.
6. Construct additional monitoring wells.
7. Incorporate existing Bishop acreage into authority operated discharge area.
8. Collectively interact with regulatory agencies with oversight over both parties; and
9. Study the consolidation of the two wastewater treatment plants.

The following is an excerpt from The Ins and Outs of Joint Powers Authorities in California, by Paula C.P. de Sousa of BBK Law.

The Joint Exercise of Powers Act, as codified in California Government Code section 6500, governs Joint Power Authorities (JPAs). Under the Act, JPAs are restricted to use by public agencies only. However, the term public agencies can include, but is not limited to, federal government, the state and state departments, mutual water companies, public districts and recognized Indian tribes.

The Joint Powers Act allows public officials of two or more agencies who agree to create another legal entity to work on a communal problem and fund a project for a specific activity. The Act allows member agencies to negotiate their levels of participation, levels of commitment and structure of their own governing board.

Analysis/Discussion:
A record search revealed five Joint Power Authorities in California that include Tribes as signatory members of their respective JPA board. Additional information on each JPA is included in the attachments. These five examples range in levels of participation and financial contribution expected from each of the JPA signatories.

Because JPAs are formed for specific activities or projects, they can be uniquely tailored to meet the needs, capacity, and constraints of the partnering agencies. The advantages and disadvantages below have been developed considering the unique circumstances and purpose of BAWA.

Advantages

1. Increased Community Participation
The Tribe, as the Eastern Sierra Community Service District's (ESCSD) largest customer, is a key member of the community who is not currently represented on BAWA. Board membership allows the Tribe to have a voice in the wastewater planning process and allows them to participate in addressing critical wastewater issues affecting the community. Tribe participation increases community engagement and dialogue, adding civic value to the process. Adding new members expands the collective background knowledge and experience and brings new perspectives to the table.

2. Increases Grant and Funding Opportunities
The JPA was developed to pursue grants to fund future projects. Allowing Tribe participation in the JPA shows the State that BAWA is willing to cooperate on regional problems and include the whole community in the process. The Tribe also has access to other funding sources that are otherwise inaccessible to the City and ESCSD. Including the Tribe in the JPA may result in additional project grant funding for the wastewater treatment plant expansion. The State has a very favorable view of the inclusion of Tribes in projects as they look for increased community participation when issuing grants.

Additionally, to qualify for many funding opportunities, the communities served by the project must be considered disadvantaged (DAC) with a median household income (MHI) of less than 80% of the statewide or federal MHI, depending on funding source. Currently, the Tribe and the City qualify as DAC, however the District does not. Combining efforts and adding the Tribe, City, and District together in one application reduces the overall MHI group score and allows BAWA to qualify as a DAC.

3. Adding one seat creates a majority vote.
If the Tribe were granted a single seat on the board, it would allow for an odd number of votes making tied votes less of a potential issue. Currently the Board consists of four voting members, two from each agency. Having an even number of members does not allow for a tie-breaker vote. Adding one additional board member allows for a majority vote, breaking tie votes.

Disadvantages

1. Adding new members changes the current Board makeup.
The JPA was formed between the city and the ESCSD to share capital resources and to work together to build a new Wastewater Treatment Plant. Adding a new member to the JPA would

require adjustments to the current working arrangement to ensure that the new members feel accepted and included in the decision-making process.

2. Adding two seats does not create a majority vote.
If the Tribe were granted two seats on the board, there would be six total voting board members. Currently the Board consists of four voting members, two from each agency. Having an even number of members does not allow for a tie-breaker vote.

Economic Impacts:
None at this time.

Budget Impacts:
None at this time.

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

Recommended Action:
Council consideration to recommend adding the Bishop Paiute Tribe as a signatory member of the Bishop Area Wastewater Joint Powers Authority.

Approved By: Ethan Aukee 9/18/2024
Approved By: Robin Picken 9/18/2024
Approved By: Deston Dishion 9/19/2024
Approved By:

Joint Power Authorities with Tribes as Members

Del Norte County Regional Airport Authority (BCRAA)
The JPA has six member agencies: four local governments and two federally recognized Tribes. The purpose of this JPA is to manage and operate the Del Norte County Regional Airport. The members include: the County of Del Norte, City of Cresent City, Elk Valley Rancheria, the Tolowa Dee-in' Nation, Curry County (OR) and City of Brookings (OR).

Salton Sea Authority
The JPA has six member agencies: five local governments and one Tribe member. The Board consists of eleven voting members. The JPA overseas activities related to the restoration of the Salton Sea.

The board consists of the Torres Martinez Desert Cahuilla Indians, Imperial Irrigation District, Imperial County, Riverside County, and the Coachella Valley Water District (two voting members each) and the California Natural Resources Agency (One Voting member).

Tulare County Regional Transit Agency
The JPA has seven members: six local governments and one tribe member. The JPA provides transit service oversight to its members in Tulare County.

The board consists of the Cities of Dinuba, Exeter, Farmersville, Lindsay, Woodlake, the County of Tulare, and the Tula River Tribe.

Redwood Coast Energy Authority
The JPA has nine members: eight local governments and one Tribe. The JPA was formed to develop affordable energy resources for its members.

The JPA includes the County of Humbolt, Cities of Arcata, Blue Lake, Eureka, Fortune, Rio Dell, Trinidad, Humbolt Bay Municipal Water District, and the Yurok tribe.

Heartland Fire Training Authority
The JPA has two members: the Viejas Band of Kumeyaay Indians and the Heartland Fire Training Authority which manages the Heartland Fire Training Facility in El Cajon.

Agenda Item: 11.B
Date of Meeting: September 23, 2024
Department: Public Works

STAFF REPORT

To: City Council

From: Nora Gamino

Subject: **Full Preliminary Engineering Report for 2022 Disaster Water Grant Application**

Prepared On: September 19, 2024

Attachments: Task Order 2_Bishop USDA PER

Background/History:
USDA Rural Development (RD) has a program to help eligible communities handle expenses related to the calendar year 2022 Presidentially declared disasters that damaged water and wastewater systems in rural communities. The storm events that occurred in December 2022 had major impacts to our wastewater systems due to severe inflow and infiltration experienced resulting from the elevated groundwater table. The funds from this program "can be used to develop water infrastructure system capacity and resiliency to reduce or eliminate long term risks from hazards resulting" (USDA RD website) from these storm events.

Analysis/Discussion:
Previously, a task order for $37,000 was issued to Lumos & Associates to prepare a simplified PER to apply for these disaster funds. The simplified PER will only apply to replacement in kind of existing sewer infrastructure. To seek funding for resilience replacements in the system, a full PER must be completed. A full PER analyzes alternatives to replacement and does further analysis on upgrades and changes in existing design. Specific areas identified for resiliency replacement, versus replacement in kind are the siphon at the park where the line goes under Bishop Creek, the sewer trunk line between Johnston Drive and the wastewater treatment plant, and a realignment of a collection line out of private property and into the shoulder of an existing public road.

The simplified PER will be completed with an application submitted to USDA RD in the next 8 weeks for the replacement in-kind, or lining, of identified sewer lines and manholes. It will take an additional 8 weeks to complete the full PER and apply for additional resiliency funds. If the resiliency work is not funded through this program, there are other USDA RD and State programs that can be applied for. All of these other funding programs require a full PER as part of the application process.

Economic Impacts:

There are no significant economic impacts.

Budget Impacts:
This item is not currently included in the 2024-2025 Fiscal Year Budget, and a budget adjustment to the Sewer Fund for professional and technical services (line item 002-051-52015) in the amount of $70,000 is proposed to cover this cost. If the grant funds are received, the cost of the PER and application preparation is eligible for reimbursement.

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 Public Works Director to sign a Task Order with Lumos and Associates for the preparation of a full Preliminary Engineering Report for a grant application with USDA RD in the not-to-exceed amount of $70,000 and a budget adjustment to the sewer fund as proposed.

Approved By: Ethan Aukee 9/19/2024
Approved By: Robin Picken 9/19/2024
Approved By: Deston Dishion 9/19/2024
Approved By:

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

Lumos & Associates Task Order #2
for As Needed, On-Call Engineering and Surveying Services

Date: September 17, 2024
Consultant: Lumos & Associates
Contract No: Lumos TO# 2
Project Title: City of Bishop USDA Full PER for Disaster 22 Funds
Not to Exceed Fee: $70,000

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

The City of Bishop (the City) serves the town of Bishop with wastewater collection, treatment, and disposal. The City's service area is in the Owens Valley, which is located in the Eastern Sierras of California. Unprecedented levels of snowfall in December 2022 in both the valley and the mountains, in addition to the melting of the extraordinary Sierra snowpack in 2023, resulted in abnormally high groundwater levels in the areas of the City's wastewater collection system. High groundwater has submerged portions of the City's collection system, which has caused excessive infiltration and inflow into the collection lines. This excessive amount of water has significantly increase flow to the City's wastewater treatment plant (WWTP). Given the significantly increased flow into the City's WWTP and effluent disposal areas, there is a potential for an emergency situation to occur if the Bishop area experiences near normal precipitation in the future.

To avert a potential emergency, the City has identified areas where their collection lines may be submerged, as well as to quantify the amount of infiltration and inflow in those areas. Lumos & Associates recommends that the City of Bishop complete a Full PER to provide a detailed alternatives analysis for the following areas in order to help the City become eligible for the Calendar Year 2022 Disaster Water Grants Program:

- The 6" sanitary sewer main (including manholes) within private property boundaries near Maple St and Fair Rd, and Sierra St between manholes MA1 and MA3
- The 10" sanitary sewer main (including manholes and the existing siphon) spanning across the South Fork of Bishop Creek in the Bishop City Park. This area includes any pipe within 50 ft of Bishop Creek.
- Approximately 1,635 LF of 21" sanitary sewer main (including manholes) of trunk line into the WWTP between Johnston Dr and Sewer Plant Rd

B. SCOPE OF SERVICES

Lumos anticipates the following scope of work:

Task 1 –Preliminary Engineering Report
Lumos & Associates will prepare a Simplified PER in conformance with the US Department of Agriculture Rural Utility Service (USDA-RUS) Bulletin 1780-2 (*Guidance on Preliminary Engineering Reports*) under the Calendar Year 2022 Disaster Water Grants Program. Based on these guidance documents, the following topics will be addressed in the PER:

- Section 1: Project Planning
  a) Location
  b) Environmental Resources Present
  c) Population Trends
  d) Community Engagement

- Section 2: Existing Facilities
  a) Location Map
  b) History
  c) Condition of Existing Facilities
  d) Financial Status of any Existing Facilities
  e) Water/Energy/Waste Audits

- Section 3: Need for Project
  a) Health, Sanitation, and Security
  b) Aging Infrastructure
  c) Reasonable Growth

- Section 4: Alternatives Considered *(as outlined by the scope stated above)*
  a) Description
  b) Design Criteria
  c) Maps
  d) Environmental Impacts
  e) Land Requirements
  f) Potential Construction Problems
  g) Sustainability Considerations
     1) Water & Energy Efficiency
     2) Green Infrastructure
     3) Other
  h) Cost Estimates

- Section 5: Selection of an Alternative
  a) Life Cycle Cost Analysis
  b) Non-Monetary Factors and Benefit Cost Analysis

- Section 6: Proposed Project(s) (Recommended Alternative)
  a) Preliminary (5%) Project Design
  b) Project Schedule – from design through commissioning
  c) Project Delivery Approach – Design Bid Build, Progressive Design Build
  d) Permit Requirements – effluent constituents and limits
  e) Sustainability Considerations
     1) Water and Energy Efficiency
     2) Green Infrastructure
     3) Other
  f) Total Project Cost Estimate
  g) Annual Operating Budget
     1) Income
     2) Annual O&M Costs
     3) Debt Repayments
     4) Reserves
     5) Funding options

- Section 7: Conclusions and Recommendations

Task 2 – USDA Coordination and Funding Application Assistance

Lumos & Associates will attend coordination meetings with regulatory agencies, including the USDA. Attendance at City of Bishop Board Meetings is not anticipated or included in this task.

In addition to meetings, Lumos & Associates will assist with the funding application process through the USDA's website for submittal of the Simplified PER. Since the actual number of meetings required for this project and the amount of funding application assistance required cannot be determined at this time, we propose completing this task on a time and materials basis with an estimated task budget of $3,500. We will not exceed this amount without prior written authorization from the City of Bishop.

C. ASSUMPTIONS AND PROVIDED DOCUMENTS

Lumos has made the following assumptions in preparation of this proposal:

- Full grant/funding applications, beyond the T&M application assistance in Task 2, are not included in this proposal but may be included under an amended scope of work.
- No permitting assistance is included in this proposal.
- Lumos will not be assisting in, nor providing camera work or a flow study of the City's collection system.
- The City's O&M staff will furnish actionable data for collection system problem areas

- The environmental scan for the scope of this PER will be limited to the environmental resources present, as outlined by Bulletin 1780-2. Any separate environmental documents that may be required, including but not limited to an Environmental Assessment, are not part of this scope.
- 5+ years of influent flow data to the City's WWTP and nearby groundwater monitoring well data will be provided

D. PROPOSED PROJECT SCHDULE

It is anticipated that Lumos can complete the proposed Simplified PER according to the following schedule once the requested data has been received from the City:

Deliverable	Weeks from receipt of all data
Draft Preliminary Engineering Report	16
Final Preliminary Engineering Report*	20

**Assuming review comments from the City of Bishop are received within 2 weeks of completion of the draft PER.*

E. FEES

The tasks described in the Scope of Work will be completed for the following fees. Tasks 1 and 2 will be time and materials with a total not to exceed amount of $70,000.

Task	Description		Fee
Task 1	Preliminary Engineering Report	T&M (Estimated)	$66,500
Task 2	USDA Coordination and Funding Application Assistance	T&M (Estimated)	$3,500
		Total:	$70,000

F. CONTACT PERSON

City of Bishop	Consultant
Nora Gamino	Tim Russell
Director of Public Works	Engineering Director
760-873-8458	775-883-7077
ngamino@cityofbishop.ca.gov	trussell@LumosInc.com

IN WITNESS WHEREOF, this Task Order has been executed under the provisions of the As Needed, On-Call Civil Engineering Service Agreement between the City of Bishop and Lumos & Associates that was executed on July 1, 2023. By the signatures below, the parties hereto agree that all terms and conditions of this Task Order and previously agreed upon On-Call Service Agreement shall be in full force and effect.

_____ _____

Nora Gamino
Public Works Director
City of Bishop

Date

_____ _____

Tim Russell
Engineering Director
Lumos & Associates

Date

Agenda Item: 11.C
Date of Meeting: September 23, 2024
Department: Planning

STAFF REPORT

To:	City Council
From:	Ana Budnyk
Subject:	**Downtown Guidelines - Façade and Materials Color Discussion**
Prepared On:	September 19, 2024
Attachments:	Downtown Guidelines - FaÃ§ade and Materials Color

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Background/History:
Council requested to hold a discussion with the staff on Façade and Materials Color.

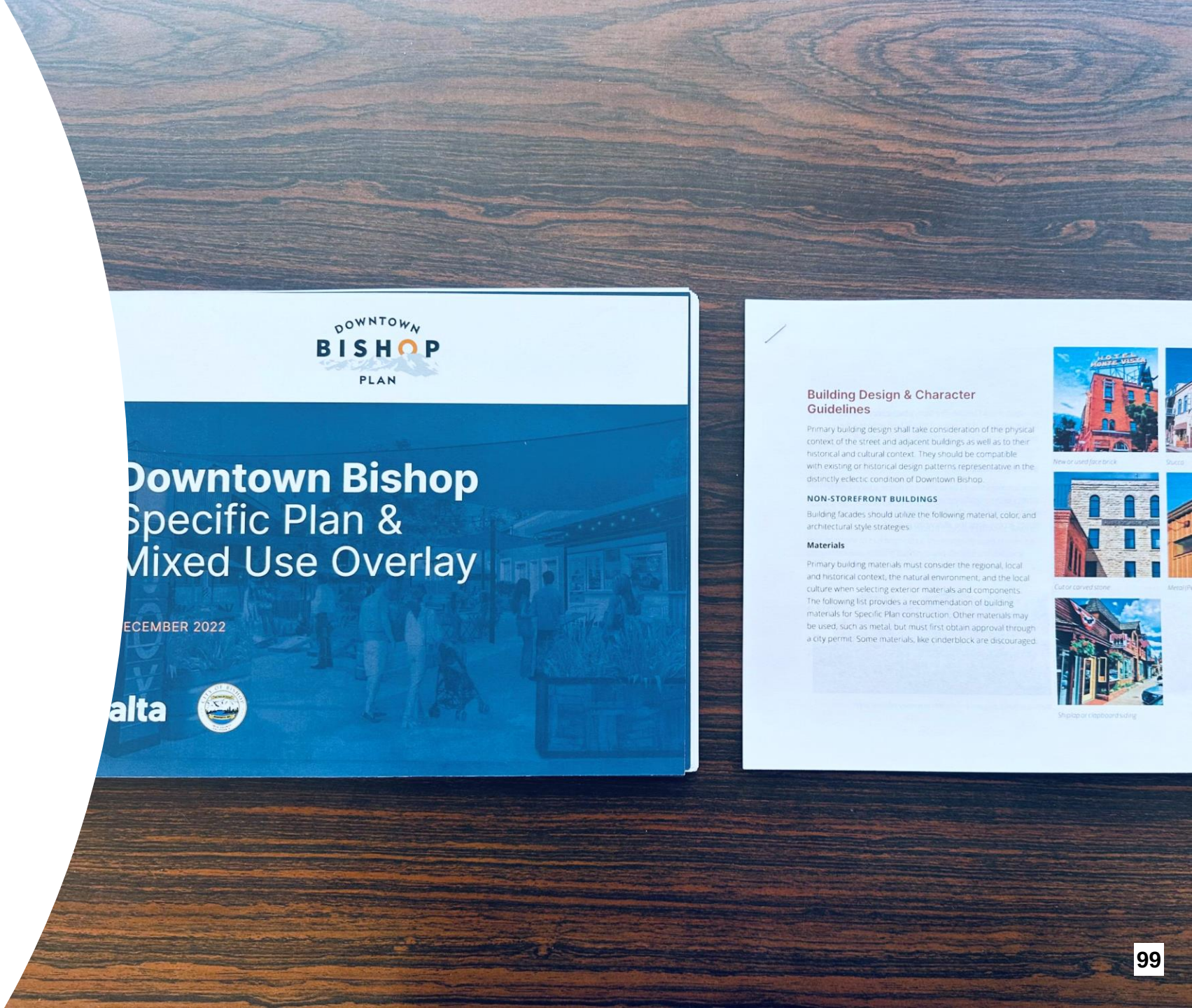
Analysis/Discussion:
Staff prepared a presentation that includes the overview of the current guidelines, common challenges, and proposed ways to address the challenges.

Recommended Action:
Council to hold a discussion and provide direction to staff.

Approved By: Deston Dishion 9/19/2024
Approved By:
Approved By:
Approved By:

DOWNTOWN GUIDELINES

Facade & Materials Color



Building Design and Character Guidelines for Downtown Bishop

Purpose: Provide recommendations and best practices for achieving the desired aesthetic, character, and quality in the built environment.

Flexibility: Guidelines are **advisory** and offer flexibility, creativity, and interpretation as long as the overall intent is met. Projects are encouraged to follow these recommendations, but strict compliance is not mandatory.

Review Process: staff or planning commission to assess whether the proposed design aligns with the City's vision.

Building Design and Character Guidelines for Downtown Bishop

Provide recommendations on:

- Transparency, Windows, Entrances
- Building Orientation, Form, Mass, Scale
- Awnings, Canopies, Façade Lighting
- Architectural Style
- Façade & Materials Color
- Signage

Façade & Materials Color

The number of materials, colors, and combinations is unlimited, and the appropriateness of any given material, color, or combination for a particular building depends on a number of factors including architectural style and details, building material, building size, and building context. A visually balanced composition of materials and color is encouraged.

- Consider exterior colors that complement the architectural style or theme of a building.

- Vary color to provide architectural interest; at least one accent color is required, do not exceed what is required for contrast and accent of architectural features.

Façade & Materials Color

- Colors should be durable and weather-resistant; stain and flat paints are encouraged.
- Natural materials outside of the color palettes are permitted but should be comparable in color.
- Where appropriate, building colors should reflect the basic colors of the architectural style of the building; color palettes based on historical research are encouraged.

3 Color Palettes Included in Downtown Guidelines

Reflective of Bishop's Natural and Built Environment

Sunset +Sage



Sand +Stone



Warm + Bright



Color Palettes Examples

Sunset + Sage



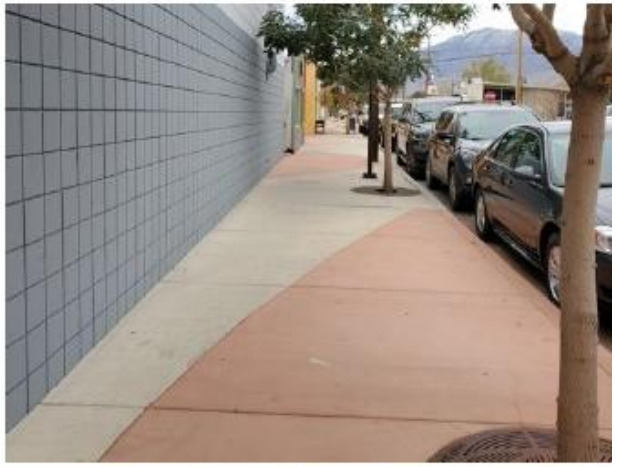


















Color Palettes Examples

Sand +Stone





















Color Palettes Examples

Warm + Bright





















Common Challenges with Adherence to the Guidelines

1. Lack of Public Awareness of Guidelines

Often, facades are painted before city staff can provide recommendations on appropriate colors that reflect the architectural style, leading to non-compliance.

2. Lack of Specificity in Suggested Material Color Guidelines

The guidelines lack clarity on the distinction between accent and main colors. For example, the instruction "at least one accent color is required" does not specify limits on the number of colors that can be used or what accent colors are. This can result in buildings using too many colors or dark and bright (highly saturated) colors being applied as primary, which can disrupt the intended design aesthetic.

3. Challenges in Enforcement

A lack of consultation with city staff before painting can lead to inappropriate color choices that don't reflect the architectural style or disrupt the continuity of the streetscape. Additionally, colors that were originally approved can be applied as darker or brighter, and staff recommendations are sometimes not fully considered, making enforcement difficult.

Ways to Address the Challenges

1. Initiate an Educational Campaign to Raise Awareness of the Guidelines

- **Send Informative Letters**: Direct communication to property owners and businesses explaining the current guidelines and their importance.
- **Create Pamphlets**: Distribute informational brochures at local paint stores, providing a quick reference to approved color schemes and design elements.
- **Post Newspaper Notices**: Publish regular updates in local newspapers to keep the public informed about the design guidelines and any updates or enforcement efforts.
- **Develop Clear Examples**: Create visual guides that showcase recommended and non-recommended façade treatments, helping property owners understand what works best within the city's architectural context.

Ways to Address the Challenges

2. Modify Guidelines to Offer More Detailed Color and Material Guidelines

- **Restrict Intensely Saturated or Fluorescent Colors**: Prohibit the use of highly saturated or fluorescent colors as primary materials and allow them as accent elements.
- **Limit Accent Colors to Avoid Visual Clutter** : Emphasize the careful selection of materials and colors to avoid using too many that could lead to visual clutter. Recommend using only one or two accent colors in addition to a base color, with all colors approved on a case-by-case basis by the City to ensure aesthetic harmony.
- **Ensure Compatibility with Surroundings**: Require that materials and finishes be compatible in quality, color, texture, and finish with neighboring properties to maintain continuity.
- **Optional for Discussion: Restrict Corporate Branding**: Encourage designs where corporate branding is secondary, as branded buildings are harder to repurpose if vacated by the primary tenant.

Ways to Address the Challenges

3. Modify Guidelines to Require Planning Approval

Action: Following the completion of the educational campaign, require property owners to submit color applications to City staff for review and approval on a case-by-case basis.

Challenges: Lack of enforcement could arise if property owners neglect to submit applications.

4. Require Paint Permits and Codify in Municipal Code

Action: Implement a requirement for paint permits, making it necessary for property owners to obtain approval before making any changes to building colors. This should be codified in the Municipal Code.

Challenges: This could introduce additional work with managing permits for both the City and property owners and managing cases where buildings may need to be repainted if the color does not align with approved guidelines.

Eastern Sierra Council of Governments (ESCOG)
Joint Powers Authority Agenda

STAFF REPORT

To: ESCOG Joint Powers Authority

From: Elaine Kabala, ESCOG Executive Director

Subject: Consider Support for Application for the U.S. Department of Transportation Reconnecting Communities and Adopt a Resolution of the Board of Directors of the Eastern Sierra Council of Governments Authorizing the Executive Director to Submit an Application for the U.S. Department of Transportation Reconnecting Communities Grant

Meeting date: August 28, 2024

Prepared on: August 22, 2024

Attachments: A) A Resolution of the Board of Directors of the Eastern Sierra Council of Governments Authorizing the Executive Director to Submit an Application for the U.S. Department of Transportation Reconnecting Communities Grant

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BACKGROUND/HISTORY:

Caltrans District 9 has approached ESCOG to serve a regional partner to prepare an application for the U.S. Department of Transportation Reconnecting Communities funding opportunity, which is the federal counterpart to the grant prepared last year under the Caltrans Highways-to-Boulevards program. The proposed scope would be reduced to reflect the investment Caltrans has made to advance the scope developed in the 2023 Highways-to-Boulevards submission to develop a Project Initiation Document (PID) funded for the 395 corridor to plan for infrastructure improvements over the next two years. The Caltrans PID would focus on the infrastructure improvement core to Caltrans mandates, but would be enhanced and complemented by federal funding to expand community visioning and develop of design and engineering for placemaking elements.

The goal intent of the application would be to expand community engagement in developing a vision Eastern Sierra corridor to complement the funded PID beyond core Caltrans infrastructure improvements and get community plans shovel-ready for implementation. The application would be reduced by not include scope for environmental review or construction. The application is due on September 30th, 2024 and represents the last opportunity to apply under this funding program.

Description of Proposed Project Scope:

The scope is broadly proposed as the following:

Phase 1: Consolidate already completed plans into a single corridor plan. Staff has been working with Caltrans and regional partners to develop a library of existing planning documents and previous visioning efforts.

- Confirm public support for the concepts proposed in past planning efforts. The ESCOG and its consultants will work with partner agencies to confirm the adopted plans are still relevant and desirable.
- Identify planning gaps for achieving the broader corridor vision. Several communities do not have plans in place documenting the communities' concerns regarding Highway 395 and a vision to mitigate those concerns in their central business district. These communities include Independence, Big Pine, and some Tribal communities.
- Identify common themes for incremental project implementation. Analysis of existing plans has identified similar traffic calming solutions identified in each community, including standardized gateway signage for each community with a consistent Eastern Sierra branding, consistent speeds coming into communities, enhanced crosswalk visibility, streetscaping, and street trees.

Phase 2: Conduct planning studies for identified gaps. Several communities do not have individual downtown community or specific plans in place documenting the community's vision. The ESCOG and its consultants will work with partner agencies to develop a vision specific to the scope of this funding opportunity to address Main Street enhancements.

This phase can also be leveraged to implement identified next steps from other planning efforts if desired by the community in Phase 1 without committing to full design and engineering. For instance, the Bishop Area Access and Circulation Feasibility Study includes recommendations for an alternative truck route and improved City circulation which can be advanced by determining community support for a preferred alignment and conducting initial feasibility studies.

The phase would also include alignment with the Caltrans PID in development.

Phase 3: Prepare design / engineering for projects identified for near-term and long-term implementation. This phase will be informed by the Community Readiness Phase and Phase 1 to determine the status of existing planning projects and development of an implementation plan including budget requirements, required maintenance agreements between Caltrans and local jurisdictions, an implementation schedule aligning with Caltrans PID development schedules.

If ESCOG and D9 are awarded U.S. Department of Transportation funding, the moneys would be used to hire supplement ESCOG capacity with a dedicated project manager, and contracting consultants to refine and advance select ideas previously explored and identified in the many planning studies and bring them to a "shovel-ready" status. The scope of the project will be developed in partnership with member agency planning and LTC staff.

Partner Agency Support and Concerns:
ESCOG has received preliminary support to submit the application from all jurisdictions and will continue to work with them to define the scope of work. Subsequent Resolutions of Authority will be required from Member Agencies to receive funding.

ALTERNATIVES:

Do not attempt to apply for the grant.

If the ESCOG Board provides direction to apply for the grant, staff will work with Caltrans staff and member agency partners to prepare an application. Submittal and receipt of funds will require an authorizing resolution from the ESCOG Board, as well as each Member Agency.

BUDGET IMPACTS:

No budget impacts are associated with the preparation of the grant application. Caltrans has generously provided staff to assist with writing and coordinating the application.

Staff is estimating a grant budget of approximately $1.5 million. The project will require a 20% match. The local matching share may consist partially or entirely of in-kind contributions, as well as contributions from the private sector and/or philanthropic organizations. Matching funds can include cost-share, such as the unexpended portion of the Caltrans PID (approximately $150,000). In limited circumstances, DOT may establish “pre-award” authority for recipients. If approved by DOT, pre-award authority permits DOT, after a grant agreement is executed, to pay for or count toward cost sharing or matching funds specific, identified costs that were incurred before that grant agreement was executed.

LEGAL REVIEW:

ESCOG Counsel Grace Chuchla has reviewed this item and found that it complies with the law.

RECOMMENDATION:

Staff requests the Board adopt a Resolution of the Board of Directors of the Eastern Sierra Council of Governments Authorizing the Executive Director to Submit an Application for the U.S. Department of Transportation Reconnecting Communities Grant.

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

September 23, 2024

Dear Reconnecting Communities Grant Selection Committee,

For over half a century, U.S. Highway 395 in Mono and Inyo Counties has prioritized moving goods and tourism traffic quickly through the Eastern Sierra. While serving as Main Street for many small towns, its four-lane design has compromised pedestrian safety, alternative transportation, and overall livability. Decades of widening projects have bifurcated Eastern Sierra tribal communities and towns from Bridgeport to Lone Pine, leaving cyclists and pedestrians without dedicated spaces. Community-centered streets have become vehicle-centric corridors, leading to hazardous pedestrian school crossings, higher traffic speeds, increased collisions, noise, and pollution. These changes have reduced the livability of our towns, making properties along U.S. 395 undesirable for commerce and residential use.

Our communities seek to reclaim these spaces by transforming our Main Streets from mere thoroughfares back into thriving community hubs by creating vibrant multimodal streetscapes that invite residents and visitors to linger, shop, and connect. These changes will promote healthier lifestyles, encourage local businesses and mixed-use development, and foster a sense of place that reflects the unique character and history of each town.

For these reasons and more, the City of Bishop supports the Eastern Sierra Council of Governments (ESCOG) in its application for a U.S. Department of Transportation Reconnecting Communities Grant. Our city and communities have borne the brunt of these widening projects, experiencing the negative impacts firsthand. We seek this opportunity to advance our vision for a safer, more vibrant downtown.

This is a catalytic opportunity for our region, and we are excited to work with ESCOG and our communities to envision and design solutions that address our concerns. As a partner, the City of Bishop is committed and fully prepared to offer support through our staff resources, project engagement, providing meeting space, and other resources as they become available throughout the duration of the project if awarded. We believe this grant will help the Eastern Sierra US 395 communities transform into safe, beautiful neighborhoods with vibrant, prosperous downtowns.

Sincerely,

Jose Garcia
Mayor

RESOLUTION NO. 2024-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AUTHORIZING THE EASTERN SIERRA COUNCIL OF GOVERNMENTS TO SUBMIT AN APPLICATION FOR THE U.S DEPARTMENT OF TRANSPORTATION RECONNECTING COMMUNITIES PILOT PROGRAM

WHEREAS, on January 7, 2020, the Eastern Sierra Council of Governments convened as an established Joint Powers Authority as ratified by the votes of the governing bodies of its individual Member Agencies, understanding that it is necessary and desirable for the Eastern Sierra Council of Governments as a Joint Powers Authority to speak and to function on behalf of the region and to collectively identify and deliver opportunities to benefit the interests of Member Agencies' constituents; and

WHEREAS the Member Agencies agreed that the creation of a regional Joint Powers Authority that functions as a separate and discreet legal entity from individual Member Agencies would enable the Eastern Sierra Council of Governments to maximize and take advantage of opportunities for the region; and

WHEREAS, the Eastern Sierra Council of Governments Joint Powers Authority was organized to identify and apply for funding resources and receive funding for the planning and implementation of programs of regional impact or significance, and to implement such programs upon approval of the governing bodies of each Member Agency; and

WHEREAS, the Eastern Sierra Council of Governments is an eligible applicant for the U.S Department of Transportation Reconnecting Communities Pilot Program funding opportunity; and

WHEREAS, the U.S Department of Transportation Reconnecting Communities Pilot Program would have inter-jurisdictional benefits in Inyo and Mono Counties, which would enhance regional collaboration, advance the vitality of Eastern Sierra communities, and reinforce the regional identity of the iconic Eastern Sierra; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bishop that the Eastern Sierra Council of Governments is authorized to submit a U.S Department of Transportation Reconnecting Communities Pilot Program on behalf of the Eastern Sierra.

PASSED, APPROVED AND ADOPTED this 23rd day of September 2024.

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Jose Garcia, Mayor

ATTEST: _____
Robin Picken, City Clerk