CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

City Council Chambers - 301 West Line Street - Bishop, California
MONDAY, OCTOBER 28, 2024 - 5:00 PM

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

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

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

Public comments may be made:

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

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

1. **CALL TO ORDER** - 5:00 p.m. Monday, October 28, 2024

2. **ROLL CALL**

3. **PUBLIC COMMENT PRIOR TO CLOSED SESSION**

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

4. **CLOSED SESSION**

   A. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION pursuant to Government Code § 54956.9 - Name of Case: City of Bishop et al vs. Aaron Schat et al Case No: SI CV CV-2368971**

5. **OPEN SESSION** - 6:00 p.m. Monday, October 28, 2024

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

7. **PLEDGE OF ALLEGIANCE** - Councilmember Muchovej will lead the pledge of allegiance.

8. **ROLL CALL**

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

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

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

    A. **Fire Department Report - Fire Chief Bret Russell**
       Fire Department Report - September 2024

    B. **Police Department Report - Police Chief Nate Derr**
       Police Department Report - September 2024

    C. **Public Works Department Report - Public Works Director Nora Gamino**
       Public Works Department Report - September 2024

    D. **Community Services Department Report - Community Services Manager Daniel McElroy**
       Community Services Department Report - September 2024

    E. **Planning Department Report - Assistant Planner Ana Budnyk**
       Planning Department Report - September 2024

F. **City Administrator Report - City Administrator Deston Dishion**
City Administrator Report - September 2024

12. BISHOP AREA CHAMBER OF COMMERCE & INFORMATION CENTER UPDATE
Prepared and presented by Bishop Area Chamber of Commerce and Information Center Executive Director Tawni Thomson.

A. **Bishop Area Chamber of Commerce and Information Center Update Report - October 28, 2024**
BACCIC October 28 2024 City Council Report

13. PRESENTATIONS

A. **Acknowledgement of Community Services Park Helpers Jerry Ennis and Karen Ennis** - Council to acknowledge Jerry and Karen Ennis for the outstanding work they do in making the City Hall grounds and Main Street landscaping look great.

B. **Inyo Mono Advocates for Community Action (IMACA) Annual Update** – Presented by IMACA Executive Director Kelly Barcelox

14. 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. **City Council Meeting Minutes**
Recommended Action: Council consideration to approve the City Council Meeting Minutes for meetings held in June, July, August, and September, 2024.
Minutes 2024 06 10
Minutes 2024 06 12 - Special Meeting
Minutes 2024 06 24
Minutes 2024 07 22
Minutes 2024 08 12
Minutes 2024 08 26
Minutes 2024 09 09
Minutes 2024 09 19 - Special Meeting
Minutes 2024 09 23

B. **Personnel Status Change Report - October 28, 2024**
Recommended Action: Council to review and approve the attached Personnel Status Change Report dated October 28, 2024.
Personnel Status Change Report - 10/28/2024

C. **September 2024 Budget Report**
Recommended Action: City Council to review and approve the September 2024 Budget Report.
September 2024 Budget Report

D. **September 2024 Financial Reports**
Recommended Action: City Council to review and approve the September 2024 financial reports.
September 2024 Bank Reconciliation Report
September 2024 Combined Cash Report

September 2024 Investment Portfolio Report
September 2024 Warrant Register Report

E. **C.O.P.S. Fund Budget Adjustment**
Recommended Action: City Council to review and approve the proposed budget adjustment.

F. **Final Reports from the Fiscal Year 2023-2024 Grant in Support Program**
Recommended Action: City Council to review the final reports from participating grantees.
Altrusa Final Report 2023-24
Bishop Area Bike Organization Final Report 2023-24
Bishop Museum & Historical Society Final Report 2023-24
C5 Studios Final Report 2023-24
Eastside Student Center Final Report 2023-24

G. **Fiscal Year 2024-2025 Economic Development Agreement with the Chamber of Commerce**
Recommended Action: City Council to review and approve the proposed agreement and authorize the City Administrator to execute the agreement on behalf of the City.
Draft Economic Development Agreement_Chamber of Commerce_FY 2024-25

H. **Granicus Agreement – One-Year Extension 11/12/2024-11/11/2025**
Recommended Action: Council consideration to approve the proposed Granicus Subscription Renewal from November 12, 2024 to November 11, 2025 with an annual cost of $15,258.31.
Granicus Agreement 2018-2021
Granicus Agreement 2023/11/12 to 2024/11/11
Granicus Proposed Agreement 2024/11/12 to 2025/11/11

I. **Public Works Superintendent and Supervisor Job Descriptions**
Recommended Action: Council consideration to approve the revised Public Works job descriptions for the Superintendent and Supervisor positions and approve a corresponding budget adjustment as proposed.
FT Public Works Supervisor DRAFT
FT Public Works Superintendent DRAFT

J. **Building Permits Issued Report**
Recommended Action: Council is requested to receive and file.
Building Permit Issued Report - September 2024

K. **Planning Commission Meeting Cancellation Notice**
Recommended Action: Council is requested to receive and file the attached Planning Commission Cancellation Notice
October 29, 2024 - Cancellation Notice

15. NEW BUSINESS

A. **First Reading and Introduction of a Proposed Ordinance Relating to Regulating Encampments and Sleeping on Public Property**
Recommended Action: Council consideration to approve the first reading and

introduction of the proposed ordinance by title only.

An Ordinance of the City Council of the City of Bishop, State of California, Amending Title 8 of the Bishop Municipal Code by Adding Chapter 8.05 Relating to the Regulating of Encampments and Sleeping on Public Property and Determining Such Ordinance to be Exempt From Environmental Review Under the California Environmental Quality Act.

Ordinance - Relating to Encampments and Sleeping on Public Property

B. **First Reading and Introduction of a Proposed Ordinance Relating to Prohibiting Public Urination and Defecation**
Recommended Action: Council consideration to approve the first reading and introduction of the proposed ordinance by title only.

An Ordinance of the City Council of the City of Bishop, State of California, Adding Chapter 8.26 to the City of Bishop Code of Ordinances, Prohibiting Public Urination and Defecation.

Ordinance - Relating to Prohibiting Public Urination and Defecation

C. **Award Construction Bid for the Community Garden Enhancement Project**
Recommended Action: Council consideration to:
- Award the Community Garden Enhancement Project contract to Clair Concrete Inc. in the amount of $88,324.00
- Authorize the execution of the construction contract with Clair Concrete Inc.
- Authorize the expenditure in a not-to-exceed amount of $88,324.00 including 10% contingency.

D. **Formation of Grant in Support Review Ad Hoc Committee**
Recommended Action: City Council to choose two council members to serve on the Fiscal Year 2024-2025 Grant in Support Review Ad Hoc Committee.

16. FUTURE AGENDA ITEMS

17. COUNCIL AND COMMITTEE REPORTS

18. ADJOURNMENT
Tuesday, November 12, 2024 at 6:00 p.m. Regular Meeting in the City Council Chambers

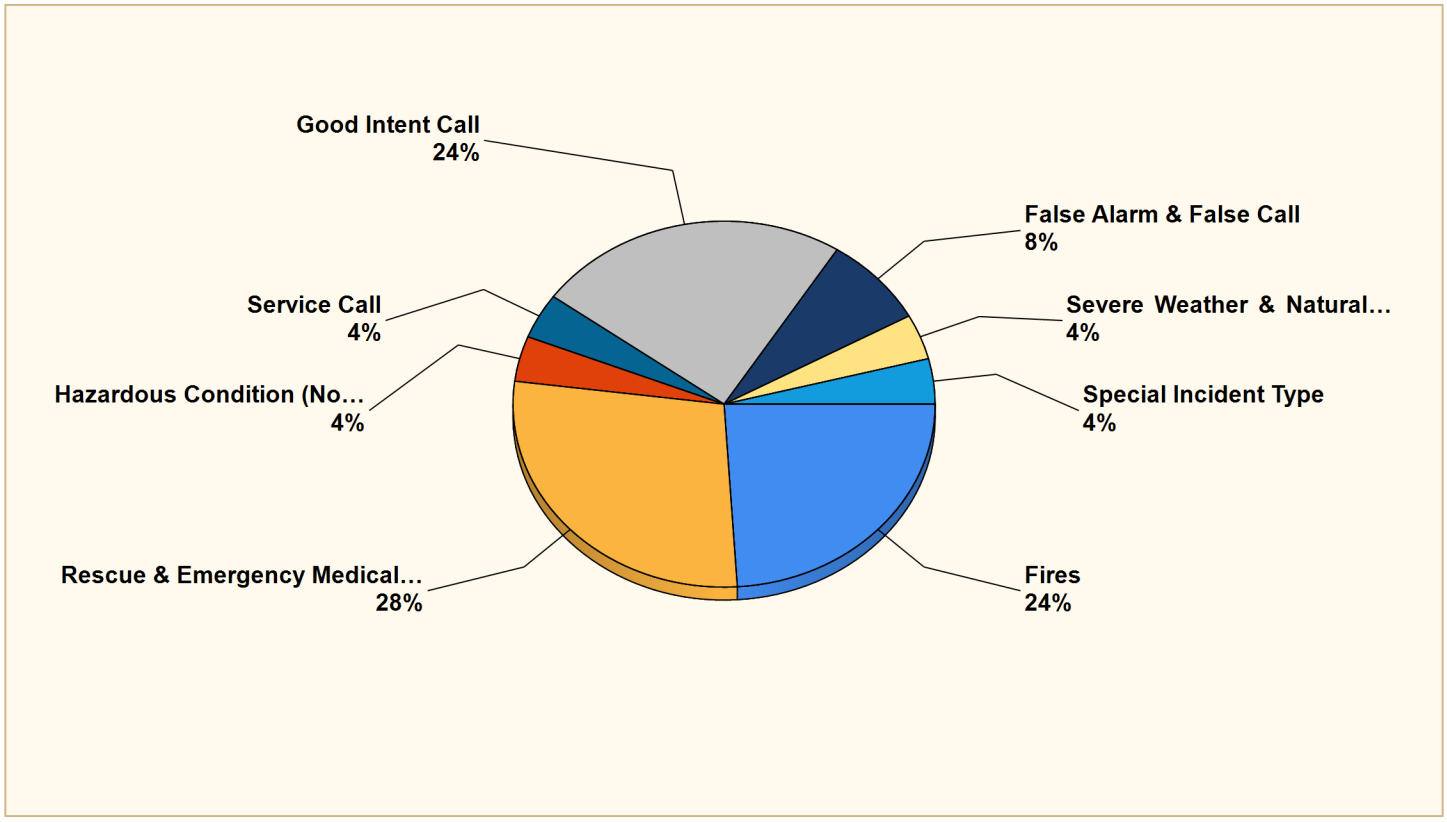
Bishop Fire Department

Bishop, CA

This report was generated on 10/25/2024 12:01:38 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2024 | End Date: 09/30/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	24%
Rescue & Emergency Medical Service	7	28%
Hazardous Condition (No Fire)	1	4%
Service Call	1	4%
Good Intent Call	6	24%
False Alarm & False Call	2	8%
Severe Weather & Natural Disaster	1	4%
Special Incident Type	1	4%
TOTAL	25	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	**# INCIDENTS**	**% of TOTAL**
100 - Fire, other	1	4%
121 - Fire in mobile home used as fixed residence	1	4%
137 - Camper or recreational vehicle (RV) fire	1	4%
142 - Brush or brush-and-grass mixture fire	2	8%
160 - Special outside fire, other	1	4%
311 - Medical assist, assist EMS crew	3	12%
322 - Motor vehicle accident with injuries	2	8%
324 - Motor vehicle accident with no injuries.	1	4%
352 - Extrication of victim(s) from vehicle	1	4%
412 - Gas leak (natural gas or LPG)	1	4%
551 - Assist police or other governmental agency	1	4%
600 - Good intent call, other	3	12%
611 - Dispatched & cancelled en route	3	12%
735 - Alarm system sounded due to malfunction	1	4%
743 - Smoke detector activation, no fire - unintentional	1	4%
813 - Wind storm, tornado/hurricane assessment	1	4%
900 - Special type of incident, other	1	4%
TOTAL INCIDENTS:	**25**	**100%**

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Bishop Police Department

September 2024 End of Month Report

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
TOTAL INCIDENTS	**1106**	**985**	**1057**	**1093**	**1277**	**1130**	**1227**	**1300**	**1117**			
CALLS FOR SERVICE	625	583	612	660	778	749	745	782	640			
OFFICER INITIATED INCIDENTS	481	402	445	433	499	381	482	518	477			
TRAFFIC STOPS	78	60	72	44	33	27	53	54	59			
OTHER OIA INC.	403	342	373	389	466	354	429	464	418			
BUS/BUILDING CHECKS	2	10	4	6	6	4	5	7	6			
VEH/PED CHECKS	42	33	24	31	42	36	72	66	58			
TOTAL OFFICER REPORTS	**87**	**74**	**88**	**78**	**87**	**91**	**101**	**66**	**73**			
ACCIDENT	3	0	1	1	4	2	6	3	4			
CRIMINAL ACCIDENT	3	2	6	7	6	2	2	3	6			
FELONY	22	18	14	20	14	15	23	10	12			
INFORMATION	23	28	31	22	31	32	28	20	19			
INFRACTION	0	0	0	0	0	1	0	2	1			
MISDEMEANOR	31	26	36	28	32	39	42	28	31			
TC WITH INJURIES	1	1	0	1	2	2	1	1	3			
TC NO INJURIES	5	1	7	7	8	2	8	5	7			
TOTAL MISDEMEANOR & FELONY ARRESTS	**21**	**15**	**26**	**23**	**16**	**20**	**34**	**23**	**19**			
MISDEMEANOR ARRESTS	13	7	18	11	14	16	23	18	15			
ADULT	13	7	18	11	14	16	23	18	12			
JUVENILE	0	0	0	0	0	0	0	0	3			
FELONY ARRESTS	8	8	8	12	2	4	11	5	4			
ADULT	8	8	8	11	2	4	11	5	4			
JUVENILE	0	0	0	1	0	0	0	0	0			
CITATIONS	**73**	**48**	**68**	**41**	**45**	**47**	**54**	**53**	**62**			
MOVING	21	7	17	8	8	7	13	9	12			
NON-MOVING	42	17	33	22	15	23	16	22	32			
CRIMINAL	10	24	18	11	22	17	25	22	18			

		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
DISPATCH PHONE ACTIVITY													
911 CALLS		**180**	**167**	**193**	**214**	**286**	**256**	**237**	**275**	**215**			
	INBOUND	169	161	186	205	272	251	226	266	211			
	ABANDONED	11	6	7	9	14	5	11	9	4			
ADMINISTRATIVE CALLS		**1107**	**923**	**1060**	**1302**	**1262**	**1244**	**1123**	**1137**	**1057**			
	INBOUND	776	656	743	850	848	848	790	803	725			
	OUTBOUND	325	260	317	445	404	390	325	325	323			
	ABANDONED	5	7	0	7	10	6	8	9	9			

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Public Works Report

September 2024

Water

1. Water consumption for the month was down 6% compared to September 2013.
2. Took monthly bacteria samples.
3. Checked static water levels at Wells #1, #2 and #4.
4. Continued to work with Wood Rodgers on the design for the W. Line water main replacement project and associated Preliminary Engineering Report.
5. Continued with backflow testing.
6. Replace non operatable curb stop valve at 162 E. Line Street.
7. Continue with annual Main Line Valve Exercising Program.
8. Repair fence at the 1MG Tank Site.
9. Replace SCADA back up batteries at well #4.
10. Contracted with Municipal Diving to clean and inspect 1MG Storage Tank and 50K Control Tank.
11. Began annual Fire Hydrant Maintenance and Inspection Program.

Sewer

1. Attended training with Haakar Equip. for the new sewer main inspection camera.
2. Clean out sludge sump at the WWTP.
3. Clean sludge drying beds and pull sludge from digesters at the WWTP.
4. Periodically check the diversion manhole for obstructions.
5. Continued to serve as the Administrator for the Bishop Area Wastewater Authority.
6. Clean the probes and check valve at Johnston Dr. Lift Station.
7. Repair gas leak on digester lid at the WWTP.
8. Measured ground water depths of monitoring wells at the WWTP.
9. Collected quarterly sewer samples at Head works, Pond #3 discharge and Monitoring wells.
10. Work on Identifying and logging sewer system manholes for future replacement.

11. Install flow meter in manhole at the E. End of Clarke St. Work with Control Point and Clipper Controls for set up.
12. Inspect Grease Interceptors within the City.

Streets

1. Routinely checked the Sierra Bike Path for trash and debris.
2. Patched potholes and gutters along City streets.
3. Added 20 additional Permit parking spaces and trimmed trees within the well #2 Parking lot.

Miscellaneous

1. Provide weekly safety meetings for PW crew.
2. Marked city utilities for Dig Alert tickets.
3. Performed routine maintenance on Public Works fleet.
4. Continued to work with Control Point Engineering to complete the fine tuning of the new SCADA System.
5. Provided signage and generator for the Bishop Market and Hispanic Heritage Celebration on Church Street.

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Community Services Report

September 2024

Programs

1. After School Stay and Play program is operating at the Elm Street School, Monday through Friday The Stay and Play program is full, with a waiting list. Staff will work to find availability for those on the waiting list. Participants will complete Fall Art Projects as well as the implementation of S.T.E.M. (Science, Technology, Engineering, and Math) once a month. We are currently emphasizing confidence, patience, teamwork, and group thinking.

2. The Bishop Park Pool is closed for the season. In the 2023-2024 season we offered Public swim, Swim Lessons, Swim Team, Swim Parties, and Lap Swim. The Aquatics Coordinator is currently addressing the 2023-2024 season to find availability for additional Public Swim opportunities. Aquatics Coordinator is working with the Bishop Swim Team and evaluating staffing levels for 2024-2025 and how this will affect our Pool budget.

3. Kids Night Out will have a break for the summer and will pick up in October. With the theme of Monster Mash.

4. Gymnastics fall sessions has been completed. We continue to work with Rams Club and offer Birthday Parties. Winter Session registration is now open. We are currently looking for a new Gymnastics Instructor for the Baby Gym and Tumble TOT classes. We are now offering two new upper-level classes. This program occurs at the City Hall Auditorium during weekdays. Class availability will become more available in the winter session as we hire another staff member.

5. Senior Yoga class continues to be successful. Hosted at the City Auditorium on Mondays and Wednesdays at 10am.

6. Adult Co-ed Soccer regular season has now ended. We are moving into the playoffs on October 18th and have our Championship game on October 27th. The Adult Co-ed Soccer league has 8 teams and plays Friday through Sunday evenings on the City Park field 1.

7. Adult Fitness Classes will start back up in November with evening classes on Wednesdays at the Auditorium.

Parks and Facilities

1. AYSO soccer prep falls on fields.
2. Field 2 Field Softball Prep for traveling softball team.
3. City League Soccer use of field 1.
4. Use of Inyo County Probation personnel to paint the front utility shed and middle restrooms.
5. Filled material on the Maintenance Road and addressed tripping hazards on the Park Main Path.
6. Preparations for fall events in the Park and behind City Hall.
7. Clean up and irrigation repairs to landscaping on Warren street and Main streets.
8. City Park preparations for the Fall Colors Car Show.
9. Seasonal cleaning of flower beds on Main Street and Bishop Chamber.
10. Seasonal routine maintenance of all mowing and landscape equipment.
11. Daily maintenance of the City Park Pool.
12. Daily routine of trash and cleaning of restrooms.
13. Cleaned debris from the creek, pond, and fountain.
14. Use of blower on Main Street Mondays and Fridays.
15. Seasonal adjustments are made to all City irrigation and City Park. As we move into Summer, Irrigation systems will be Audited for function and set for operation.

16. Winterization of the Park Pool facilities. Including the installation of the Winter covers.

17. Fall tree trimming at the City Park is ongoing. Eastern Sierra Tree Service continues to perform safety trimming.

18. Worked with Bike Park Group on moving old materials for the Bike Park Area, to facilitate track construction. Phase one pump track is complete, and work has begun on the skills area. Work will continue on this project until completed.

19. Worked with the Little League organization for Field Lighting Project. Work will be ongoing until lights are installed.

20. Maintenance of Flower Baskets on Main Street and Warren Street. Most have been removed due to seasonal changes.

21. Repaired multiple irrigation lines on Main Street, City Hall, and at the City Park.

22. Summer Park-Helper staff reductions, this occurs in the fall season.

23. Mowed and cleaned weeds around the Community Garden and Field 6.

24. Aeration and fertilizer of the City Park on areas impacted from the Art in the Park events

25. Repairs made to Rear Restrooms and Talmage Park due to vandalism.

26. The annual leaf clean up has begun and will continue throughout the fall – winter months.

Sunrise

1. Daily routine of trash, debris, and inspections.

2. Collected rents and payments for utilities.

3. Weekly routine maintenance of all lawns, landscapes, and common areas.

4. Began planning process of street and sidewalk replacement. Consultant has begun to design. Design is complete. We are seeking funding to complete this project.

5. Irrigation of common areas and the front of all units has begun.

6. The use of Organic Cat-Mase to mitigate feral cats.

7. Currently seeking a part time Staff member to fill a vacant spot for maintenance.

Budget/Administrative

1. Held weekly staff meetings Tuesdays and Wednesdays.

2. Attended by-weekly City Council meetings.

3. Attended weekly Department Head Meetings.

4. Work with Public Works Director Nora Gamino and Assistant Planner Ana Budnyk on the Field 6 Enhancement Project to develop a Take order for design from Wood Rodgers.

5. Currently working with Eastern Sierra Energy to make upgrades to the existing Pool pumps. This will allow for energy efficiency and compliance.

6. Organized all Youth Sports Organizations on the use of Sportsites for schedules and games.

7. Conducted a review of public comments for the Public Workshop City Park Master Plan. Community Services Staff will conduct additional public meeting to refine the City Park Master Plan.

8. The Parks and Recreation meeting was canceled but will be conducted on October 18th at 6pm.

9. Communication with Bishop Area Bike Organization for the possible relocation of a portion of the Skills track to accommodate the Field 6 Enhancement Project. Phase one Pump Track is complete, and the group has begun work on the Skills Track.

10. California Urban Greening Grant has been awarded to the City of Bishop, coordination with the Friends of the Eastern Sierra Community Gardens. Began drafting plans for bidding documents. Bid documents were released for bidders on September 16th and will close on October 18th.

11. Scheduling of outside events and parties hosted at the Bishop City Park facilities.

Events

1. Hosted the Friday Night Market at The Academy Street venue September 13th.

2. Hosted Hispanic Heritage Day September 14th at the back of City Hall Academy Street venue.

3. Preparations for Fall Colors Car Show hosted at the Bishop City Park October 4th, hosted at the Bishop City Park.

4. Park Staff to assist the Inyo Council for the Arts with pick up and delivery of materials for the Millpond Music Festival.

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Planning Department Report
September 2024

1. **Downtown Beautification and Signage:**

    1. Supported Chamber of Commerce Downtown Beautification Grant Program.

    2. Sent 40 letters of signage violations, coordinated Downtown Beautification Project submissions with business and property owners.

2. Met with developers to facilitate the 711 Hammond St residential development.

3. Together with Nora Gamino developed a presentation for the California Transportation Commission meeting.

4. Attended American planning association Conference in Riverside CA, acquired additional resources for ADUs policies and financing, General Plan Updates, and other.

5. **Branding and Wayfinding Project**: Finalized the public survey for the City of Bishop's Branding and Wayfinding project, the survey will be sent in November.

6. **Silver Peaks Affordable Housing**: Met with Visionary Homebuilders and ESCH to discuss Affordable Housing and Sustainable Communities Application. Visionaries will work on revising the housing proposal and will present it to the Council in December. The planning will provide the transportation part of the grant application.

7. **Regional Housing Study**: The RFP has been developed and sent to 3 consultants.

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City Administrators Report

September 2024

1. Continue to work with Inyo, Mono and the Town Of Mammoth on a regional Housing Study. Each entity appointed one staff member to drive the project. This group meets weekly.

2. Met with Visionary Home Builders to get an update on the Silver Peaks project.

3. Worked with a developer to entice them to invest in Bishop.

4. Attended the Inyo County Supervisors Board meeting to discuss EMS options after the City decided to end their pursuit of the Alliance Model for EMS.

5. Met with Anselmo Collins, Assistant General Manager of LADWP and discussed commercial leases in Bishop. LADWP will be developing a Commercial Lease Transfer Policy to hopefully eliminate this issue. At this time there is no Commercial Lease Transfer Policy.

6. Continue to work with Inyo County and AP Triton to develop and issue a RFP for an Exclusive Operating Area for EMS.

7. Continued the effort to develop a strategic plan for City owned properties and a city-wide parking study with Wood Rogers.

8. Continue to work closely with Rojas Communications to monitor Earmarks and active grant applications.

9. Facilitated a Joint meeting between the City of Bishop and the Bishop Rural Fire Protection District.

10. Continue to meet with Assistant City Attorney Russel Hildebrand and a development group out of Pasadena to develop a plan to move properties acquired from LADWP forward as soon as possible when sale is completed.

11. Continued meeting with each department within the city to discuss strategies to manage their department more efficiently and effectively.

12. Continued to work closely with the Personnel Department, Risk Management and California Joint Powers Authority to manage claims within the city.

13. Met individually with City Council members on a weekly basis.
14. Facilitated weekly Department Heads meetings.
15. Worked closely with Personnel to navigate several personnel issues.

Bishop Area Chamber of Commerce & Information Center

Report to Bishop City Council for Monday October 28, 2024

Prepared by: Tawni Thomson, Executive Director

Bishop Information Center/Destination Development:

Information Center: Very, very busy this fall. Assisting 75-140 guests daily. Most inquiries about fall color photography, hiking and fishing. 74K pageviews on the website. 617 requests for Bishop Visitor Guide in past two months. 427 new subscribers to e-newsletter.

VCMC Dual Sport Rally: 165 participants and about 30 club members October 11-13. This was the 17th year of the event. Bishop Chamber supplied bags, stickers and Bishop Visitor Guide Magazines. We also provided coffee & snacks during rider registration and assisted serving at the banquet. VCMC gives a lot back to Bishop, including sizeable donation to local "shop with a cop" program.

Other Event Support: 26 events featured on the October web calendar. We are working now to update all the dates for 2025 events.

Recently provided planning assistance, logistical support and promotion for several events, including:

- Inyo Mono Cattlewomen's Round Valley Round-Up
- Lions Club District Conference
- Millpond Music Festival
- Fall Colors Car Show
- American Alpine Club Craggin' Classic

Climbing Rangers: Kara and Casey started the season Monday, 10/7. Perfect timing just ahead of Craggin' Classic.

Consumer Travel & Sport Shows: January through March will be busy for us. Will attend two Hall Family Fishing Shows, International Sportsmen's Expo, Pacific Coast Sport Fishing Show, Travel & Adventure Shows in Los Angeles, Bay Area and Denver (new this year). In June, we'll exhibit at IPW in Chicago. Working now on booth reservations, staff/volunteer schedules and travel arrangements.

Occupancy: August occupancy was 80.6. Busiest month of the year so far. 4% higher than 2023 and Bishop did much higher than statewide occupancy of 71%. September was another good month – 78.2%, on par with last year. October occupancy is strong so far, first two weeks reported 86% occupancy.

New Website Launched! Following nearly a year of development, the new site for www.bishopvisitor.com successfully launched on October 15th. The new site is mobile-first, loads quickly and has upgraded features like Book Direct and an event submission form. Every page features galleries of user-generated content. We're very excited and proud of the new site and hope you are as well.

Chamber of Commerce/Local Community Matters:

New Chamber Members since last report to Council:

- American Business Machines
- Bishop Coins & Collectibles
- Calvary Chapel-Church on Main
- Chalk Fox Studio
- Eastside Student Center
- First Choice Solutions
- Mountain Carpet Services
- Options Pregnancy Resources
- Restore 395
- Studio 7 Collective
- United Way

Downtown Bishop Beautification Grant Program: Thanks to generous anonymous donor, grants of up to $10K each will be awarded to help businesses and property owners improve building facades. Funds may be used to remove old signs, repair or replace signs, paint or repair storefronts. Program was introduced at well-attended Chamber Lunch & Learn on 9/17. News release sent to all local media and promoted on Facebook and Instagram. Ana has also been letting business owners know about the opportunity. Application available on www.bishopchamberofcommerce.com and due by Thursday, 10/31.

Volunteer Dinner: Our small staff could never do what we do without the help of many volunteers! We held a dinner to thank them at Elks Park on 10/2. About 60 people attended.

River Queen Mixer: Very well attended event on 10/16.

Lunch & Learn: 12 Noon at Bishop Country Club on 11/20. We will present on the #Visit Bishop destination development efforts including a walk-through of the new website, social media platforms and show local businesses how they can participate in our programs to amplify the efforts and bring more customers into their specific businesses.

Christmas Events: Planning underway for the following:

- Parade. Saturday, 12/7. Patriotic theme.
- Railroad Express. Saturday, 12/14. Looking for business sponsors now to facilitate giving some free tickets to families that might not be able to afford the event.
- Shop Local Raffle. Important program that promotes buying gifts locally. Will kick-off mid-November.
- Decorating Contest. Returning thanks to sponsorship of Bishop Real Estate. Details coming early November.
- Mixer. 12/19 at High Country Lumber.
- Ordered replacement light bulbs for Main Street snowflakes. April will coordinate with LADWP, CalTrans and Bishop PD for installation date.

CITY OF BISHOP
CITY COUNCIL MINUTES
JUNE 10, 2024

1) CALL TO ORDER

Mayor Garcia called the meeting of the Bishop City Council to order at 5:06 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) ROLL CALL

PRESENT:
Councilmember Ellis
Councilmember Schwartz
Mayor Pro Tem Kong
Mayor Garcia

ABSENT:
Councilmember Muchovej - Councilmember Muchovej joined the meeting at 5:12 p.m.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; and Dean J. Pucci, City Attorney

3) PUBLIC COMMENT PRIOR TO CLOSED SESSION

No public comments were made.

4) CLOSED SESSION

4.A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – Title: City Administrator

Closed Session began at 5:10 p.m. Closed Session ended at 6:04 p.m.

5) OPEN SESSION

Mayor Garcia called the open session of the Bishop City Council to order at 6:07 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

6) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

7) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Ellis.

8) ROLL CALL
PRESENT:

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

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Dean J. Pucci, City Attorney; Ethan Aukee, Finance Director; Nate Derr, Police Chief; Nora Gamino, Public Works Director; and Dan McElroy, Community Services Manager

9) PUBLIC COMMENT

Pastor Tony Unger, a local resident, recited a prayer.

No further public comments were made.

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

Mayor Garcia announced that no action was taken in closed session.

11) DEPARTMENT REPORTS

11.A) Fire Department - Fire Chief Bret Russell

Fire Department Report - May 2024

11.B) Police Department - Police Chief Nate Derr

Police Department Report - May 2024

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

Public Works Department Report - May 2024

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

Community Services Department Report - May 2024

11.E) Planning Department - Assistant Planner Ana Budnyk

Planning Department - May 2024

Reports from the Police, Public Works, Community Services, and Administration Departments were given on each department's activities including upcoming and ongoing projects.

12) PUBLIC HEARING AND ACTION

12.A) PUBLIC HEARING - First Reading and Introduction of an Ordinance Amending Title 8, Health and Safety, Chapter 8.32 Smoking, Section 8.32.020 (Definition) and Section 8.32.030 (Smoking Prohibition).

Cover Page

Cannabis Smoking Prohibition Ordinance

Public Hearing Notice

Mayor Garcia announced this item and opened the public hearing.

Lucy Vincent acknowledged that cannabis is legal and people can choose to use it. However, someone's right to smoke should not infringe upon those who choose not to. Lucy Vincent spoke in support of this ordinance due to her daughter's sensitivity to second-hand smoke and thanked Council for bringing this ordinance for Council's consideration.

Mark Vincent wrote an article titled, "Bishop Stinks" and appreciated his meeting with Police Derr to discuss the issues he faced living in close quarters to those who did smoke cannabis and the effects it had on his daughter and to his family. Mark Vincent spoke in favor of this ordinance and shared some topics and resources for Council to consider in making some modifications to the proposed ordinance as currently written.

No further public comments were made and the Mayor closed the public hearing.

After a lengthy discussion by Council on several changes they would like to see made to the proposed ordinance, the Council directed staff to make the modifications discussed and to bring it back for Council's consideration to approve for its second reading and adoption.

Motion/Mayor Pro Tem Kong Seconded/Councilmember Schwartz
Mayor Pro Tem Kong made a motion to approve the first reading, taking into account Council's comments, and approve the proposed ordinance by title only.
Motion passed 4-1

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, TO AMEND TITLE 8, HEALTH AND SAFETY, CHAPTER 8.32 SMOKING, SECTION 8.32.020 (DEFINITION) AND 8.32.030. (SMOKING PROHIBITION)

13) CONSENT CALENDAR

13.A) Audit Engagement Letter with Larry Bain dated June 3, 2024

Cover Page

Audit Engagement Letter with Larry Bain dated June 3, 2024

13.B) Budget Adjustment Request - Police Department

Cover Page

13.C) Police Corporal Job Description

Cover Page

Police Corporal JD

13.D) Reserve Police Officer Job Description

Cover Page

Reserve Police Officer JD

13.E) A Resolution Agreeing to Program the Required Match Funding for the South Warren Street Improvement Project

Cover Page

Resolution 2024-(xx) S. Warren Match Funds

13.F) A Resolution Designating an Administrator for USDA Rural Development's RDApply Application Intake System

Cover Page

Reso 2024-(xx) USDA RDApply Administrator

13.G) A Resolution Designating an Authorized Representative for the Drinking Water State Revolving Fund Planning and Design Application for the Brookside Water Consolidation Project.

Cover Page

No. 2024-(xx) Authorizing Resolution for DWSRF

13.H) Building Permits Issued Report

Building Permits Issued Report - May 2024

No public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Kong

Councilmember Muchovej made a motion to approve the consent calendar as presented.

Motion passed 5-0

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

14) NEW BUSINESS

14.A) Approve an Ambulance Subcontractor Request For Proposals Process with AP Triton

Cover Page

Bishop Ambulance Subcontractor RFP Consulting Services

City Administrator Dishion reviewed this item with Council.

No public comments were made.

After a discussion by Council, a motion was made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Kong
Councilmember Muchovej made a motion to approve the agreement with AP Triton to facilitate the Request for Proposals process to acquire a subcontractor to provide EMS services under the City of Bishop Fire Department in an amount not to exceed $58,501.00.
Motion passed 5-0

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

14.B) FY 2024-25 Budget Adoption

Cover Page

City of Bishop FY 2024-25 Budget

Finance Director Aukee reviewed this item with Council.

No public comments were made.

Motion/Councilmember Ellis Seconded/Councilmember Muchovej
Councilmember Ellis made a motion to adopt the proposed City of Bishop FY 2024-25 Budget as presented.
Motion passed 5-0

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

15) FUTURE AGENDA ITEMS

Mayor Pro Tem Kong requested that the Council would like to hear from the cannabis businesses about who they plan on giving their community betterment money to.

Mayor Garcia requested that the Council hear from someone on the City's sidewalks and streets.

No further requests were made for future agendas items.

16) COUNCIL AND COMMITTEE REPORTS

Council Members reported on meetings they attended and announced that the City's official domain is now cityofbishop.ca.gov

17) ADJOURNMENT

The Mayor adjourned the meeting at 7:40 p.m. to the City Council Meeting scheduled for Monday, June 24, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
SPECIAL MEETING
JUNE 12, 2024

1. CALL TO ORDER

Mayor Garcia called the special joint meeting of the Bishop City Council and the Bishop Paiute Tribal Council to order at 12:04 p.m. in the Owens Valley Paiute Shoshone Cultural Center, 2300 West Line Street, Bishop, California.

2. ROLL CALL

PRESENT:
City Council Member Jim Ellis
City Council Member Karen Schwartz
City Mayor Jose Garcia
Tribal Chairwoman Meryl Picard
Tribal Vice Chairman Jeff Romero
Tribal Secretary/Treasurer Steven Orihuela
Tribal Council Member Joyce White
Tribal Council Member Mitchell David

ABSENT:
City Council Member Stephen Muchovej
City Mayor Pro Tem Karen Kong

OTHERS PRESENT:
City Administrator Deston Dishion, City Clerk Robin Picken, Fire Chief Bret Russell, Police Chief Nate Derr, Public Works Director Nora Gamino, and Administrative Assistant to the Tribal Council Charlene Keller

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

No public comments were made.

4. NEW BUSINESS

A. DISCUSS EMERGENCY MEDICAL SERVICES (EMS)

City Administrator Dishion started the discussion on emergency medical services and opened up further discussion between the City Council and the Tribal Council.

After a lengthy discussion on past, current, and future emergency medical services in their respective jurisdictions and in Inyo County, no action was taken.

Mayor Garcia thanked everyone for attending this meeting and requested that their next special joint meeting be held at Bishop City Hall.

6. ADJOURNMENT

The Mayor adjourned the meeting at 12:50 p.m.

_____

Jose Garcia, Mayor

Attest: _____

Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
JUNE 24, 2024

1) CALL TO ORDER

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

2) ROLL CALL

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

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Jessica Ortiz, Administrative/Accounting Assistant; and Fire Chief Bret Russell

3) PUBLIC COMMENT PRIOR TO CLOSED SESSION

No public comments were made.

4) CLOSED SESSION

4.A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – Title: Fire Chief

Closed Session began at 5:32 p.m. Closed Session ended at 6:16 p.m.

5) OPEN SESSION

Mayor Garcia called the open session of the Bishop City Council to order at 6:19 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

6) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

7) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Schwartz.

8) ROLL CALL

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

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Nancy Ashjian, Deputy City Attorney; Bret Russell, Fire Chief; Josh Ellsworth, Police Lieutenant; Nora Gamino, Public Works Director; and Dan McElroy, Community Services Manager

9) PUBLIC COMMENT

Public comments were made by:
Allan Pietrasanta, Sierra Business Council Board Chair, provided an update to Council on the progress being made to open the Small Business Resource Center in Bishop by this fall. No further public comments were made.

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

To report on actions taken in Closed Session as required by law, Mayor Garcia announced that there is no action to report.

11) DEPARTMENT REPORTS

Reports from the Fire, Police, Public Works, Community Services, Planning, and Administration Departments were given on each of their department's activities including upcoming and ongoing projects.

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

12.A) Bishop Area Chamber of Commerce and Information Center Update Report - June 24, 2024

Bishop Area Chamber of Commerce Report - June 24, 2024

Bishop Area Chamber of Commerce and Information Center Executive Director Tawni Thomson highlighted several items on her report submitted to Council. Council thanked Tawni Thomson for her report.

13) PRESENTATIONS

13.A) Sierra Business Council (SBC) Sierra Jobs First Program Update – Presented by SBC President Steve Frisch

SBC - Sierra Jobs First Program Update

SBC - Regional Specific Catalyst Criteria Information

SBC President Steve Frisch and Eastern Sierra Council of Governments Joint Powers Authority Executive Director Elaine Kabala provided Council with an update on the SBC Sierra Jobs First Program and thanked Council for their feedback. Council thanked Steve Frisch and Elaine Kabala for their presentation.

14) CONSENT CALENDAR

14.A) RESOLUTION: Establish the FY 2024-25 Appropriations Limit Pursuant to Article XIIIB of the California Constitution (Proposition 4)

Cover Page

Reso No. 2024-(xx) Establishing Appropriations Limit FY 2024-25

14.B) Participation in California Cooperative Liquid Assets Securities System

Cover Page

California CLASS Features and Benefits

California CLASS Prime Rate Sheet

California CLASS Participant List

California CLASS Registration Packet

14.C) FY 2023-24 Final Budget Adjustments

Cover Page

FY 2023-24 Final Budget Adjustments

14.D) Budget Report for the Month of May 2024

Budget Report for the Month of May 2024

14.E) Financial Reports for the Month of May 2024

Bank Reconciliation Report for May 2024

Combined Cash Report for May 2024

Investment Portfolio Report for May 2024

Warrant Register Report for May 2024

14.F) Approve the City of Bishop Workplace Violence Prevention Program (WVPP)

Cover Page

City of Bishop Workplace Violence Prevention Plan - 6/24/2024

14.G) IT Services Agreement Extension Letter for July 1, 2024 - June 30, 2025

CBT Agreement - Extension Letter 07 01 2024 - 06 30 2025

14.H) Tree Maintenance Agreement Letter of Extension

Cover Page

City of Bishop extention letter 2024.pdf

14.I) Letter of Extension for Fuel Services from Pilot Thomas and Updated Fee Schedule

Cover Page

Pilot Thomas Letter of Extension Fee Update.pdf

14.J) Street Sweeping Maintenance Agreement

Street Sweeping Maintenance Agreement

14.K) Planning Commission Meeting Cancellation Notice

Cover Page

June 26, 2024 - Meeting Cancellation Notice

No public comments were made.

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

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

15) NEW BUSINESS

15.A) Annual League of California Cities/Cal Cities Conference - Attendance and Designation of Voting Delegate and Alternate(s)

Cover Page

2024 Voting Delegate Form

City Clerk Picken reviewed this item with Council. No public comments were made.

Motion/Councilmember Schwartz Seconded/Councilmember Muchovej
Councilmember Schwartz made a motion to approve the appointment of Mayor Garcia to be the City's voting delegate; and the motion was expanded with a motion made by Councilmember Muchovej, seconded by Mayor Pro Tem Kong, to appoint Jim Ellis as the City's alternate voting delegate.
Motion passed 5-0

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

16) FUTURE AGENDA ITEMS

Councilmember Muchovej, with concensus from Council, asked to bring back a discussion on the City's building permit process to potentially include a notice to a permitee's surrounding neighbors in residential zoning areas of future construction operations and noise. No further requests were made for future agendas items.

17) COUNCIL AND COMMITTEE REPORTS

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

18) ADJOURNMENT

The Mayor adjourned the meeting at 8:12 p.m. to the City Council Meeting scheduled for Monday, July 22, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
JULY 22, 2024

1) CALL TO ORDER

Mayor Garcia called the meeting of the Bishop City Council to order at 5:01 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) ROLL CALL

PRESENT:
Councilmember Ellis
Councilmember Schwartz
Councilmember Muchovej - Councilmember Muchovej joined the meeting at 5:08 p.m.
Mayor Pro Tem Kong
Mayor Garcia

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Dean J. Pucci, City Attorney; and Nate Derr, Police Chief

3) PUBLIC COMMENT PRIOR TO CLOSED SESSION

No public comments were made.

4) CLOSED SESSION

4.A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – Title: Police Chief

4.B) CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION pursuant to Government Code § 54956.9 (c): 1 case

Closed Session began at 5:03 p.m. Closed Session ended at 6:00 p.m.

5) OPEN SESSION

Mayor Garcia called the open session of the Bishop City Council to order at 6:03 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

6) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

7) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Muchovej.

8) ROLL CALL

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

ABSENT:
None.

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

9) PUBLIC COMMENT

Public comments were made by:
Chris Costello recited a prayer.

Scott Armstrong, a resident of Bishop and Regional Broadband Coordinator for Mono County, Inyo County, Town of Mammoth Lakes and City of Bishop, provided Council with an update on our regions broadband activities and on the Federal Broadband Expansion and Deployment (BEAD) Program.

Louis Medina. a local resident and the Eastern Sierra Interpretive Association Bilingual Outreach Director, provided Council with information on the merging of this year's Latino Conservation Week scheduled for September 14-22, 2024 with the City of Bishop's Hispanic Heritage Month celebration that will take place behind City Hall on Saturday, September 14, 2024 from 4:00 p.m. - 8:00 p.m.

Tri-County Fairgrounds Board President Judy Waggoner and Board Director Joanne Parsons, provided Council with a Fairgrounds update, shared their support for Immediate Past Chief Executive Officer Jen McGuire, and reached out to the City of Bishop, the County of Inyo, and the Sierra Land Trust to consider purchasing the fairgrounds.

No further public comments were made.

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

Mayor Garcia announced that no action was taken in closed session.

11) PRESENTATIONS

11.A) PRESENTATION - RETIREMENT OF ASSISTANT FIRE CHIEF PATRICK O'NEIL

Cover Page

Fire Chief Bret Russell introduced this item to Council and proceeded to recognize Assistant Fire Chief Pat O'Neil for his years of service.

Past Fire Chief Ray Seguine spoke to all that he learned from Pat O'Neil as well as how to be a volunteer firefighter.

Council presented Pat O'Neil with a City Tile and a City Coin to thank him for his 53 years of service with the City.

Others who spoke in appreciation of Pat O'Neil both for personal reasons and for his service on the Fire Department:
Bishop Fire Department Captain Hector Martinez
Bishop Fire Department Engineer Jason Forehand
Bishop Fire Department Captain Adam Marcellin

Mayor Garcia asked everyone to join the Council for a five minute break for some chocolate cake in honor of outgoing Assistant Fire Chief Pat O'Neil.

Mayor Garcia reconvene the meeting at 6:48 p.m.

12) DEPARTMENT REPORTS

12.A) Fire Department Report - Fire Chief Bret Russell

Fire Department Report June 2024

12.B) Police Department- Police Chief Nate Derr

Police Department Report - June 2024

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

Public Works Department Report - June 2024

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

Community Services June Monthly Report

12.E) Planning Department - Assistant Planner Ana Budnyk

Planning Department - June 2024

12.F) City Administrator Report - Deston Dishion

City Administrator Report - June 2024

Reports from the Fire, Police, Public Works, Community Services, Planning, and Administration Departments were given on each of their department's activities including upcoming and ongoing projects.

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

13.A) Bishop Area Chamber of Commerce and Information Center Update Report - July 22, 2024

BACCIC July 22 2024 City Council Report.pdf

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

14) CONSENT CALENDAR

14.A) RESOLUTION - A Resolution Relating to the Local Conflict of Interest Code

Cover Page

Resolution No. 2023-10 Conflict of Interest Code

Proposed Resolution No. 2024-XX Conflict of Interest Code

14.B) Laserfiche Document Management Software Agreement with Complete Paperless Solutions (CPS)

Cover Page

Laserfiche Agreement

14.C) Budget Report for the Month of June 2024

Budget Report for the Month of June 2024

14.D) Financial Reports for the Month of June 2024

Bank Reconciliation Report for June 2024

Combined Cash Report for June 2024

Investment Portfolio Report for June 2024

Warrant Register Report for June 2024

14.E) C.O.P.S. Fund Budget Adjustment

Cover Page

14.F) PERS UAL Budget Adjustment

Cover Page

14.G) 2024 Destruction Derby Agreement with the Tri-County Fairgrounds

Cover Page

BFD Destruction Derby Agreement 2024

14.H) Pond 1 Sludge Removal Purchase Order

Cover Page

Bishop Sludge Report

Bishop Sludge Removal Proposal 2024- Pond #1

14.I) Building Permit Issued Report

Building Permit Issued Report - June 2024

14.J) Air Toxic Hot Spots Annual Report provided by Great Basin Unified Air Pollution Control District

GBUAPCD 2023 AB 2588 Annual Report.pdf

No public comments were made.

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

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

15) NEW BUSINESS

15.A) Proposed Guidelines for the FY 2024-25 Grant in Support Program

Cover Page

Grant in Support Information Packet FY 2024-25

Finance Director Aukee reviewed this item with Council and answered all of Council's questions.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Schwartz
Councilmember Muchovej made a motion to approve the attached Grant in Support Information Packet for Fiscal Year 2024-2025.
Motion passed 5-0

Ayes: Councilmember Ellis, Councilmember Schwartz, Councilmember Muchovej,

Mayor Pro Tem Kong, Mayor Garcia

Noes: None
Abstain: None
Absent: None

15.B) Axon Enterprise, Inc. Draft One Software Subscription

Cover Page

Draft One Software Subscription Agreement

Police Chief Derr and Finance Director Aukee reviewed this item with Council and answered all of Council's questions.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Schwartz
Councilmember Muchovej made a motion to approve the Axon Enterprise, Inc. agreement as presented, not to exceed a total amount of $61,441.92 for the four-year agreement, and to approve the execution of the agreement by Police Chief Derr.
Motion passed 5-0

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

15.C) MOU between the City of Bishop and Bishop Unified School District for School Resource Officer services.

Cover Page

School Resource Officer MOU

Police Chief Derr reviewed this item with Council.

No public comments were made.

Motion/Councilmember Ellis Seconded/Councilmember Schwartz
Councilmember Ellis made a motion to approve the MOU (Memorandum of Understanding) for services with the School District.
Motion passed 5-0

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

15.D) Preliminary Engineering Report for 2022 Disaster Water Grant Application

Cover Page

Lumos Task Order 1 - USDA Simple PER

On-Call Services - PSA Lumos FINAL

Public Works Director Gamino reviewed this item with Council and answered all of Council's questions.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Kong
Councilmember Muchovej made a motion to approve the Public Works Director to sign a Task Order with Lumos and Associates for the preparation of a Preliminary Engineering Report for a grant application with USDA RD (United States Department of Agriculture Rural Development) in the not-to-exceed amount of $37,000 and a budget adjustment to the sewer fund as proposed.
Motion passed 5-0

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

15.E) Amendment to the City Administrator Employment Agreement

Cover Page

AMENDMENT One to City Administrator Agreement

City Attorney Pucci reviewed this item with Council.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Ellis
Councilmember Muchovej made a motion to approve the amendment to the City Administrator employment agreement as presented.
Motion passed 5-0

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

16) FUTURE AGENDA ITEMS

Councilmember Schwartz, with consensus from Council, asked to bring back a discussion at a future meeting on making a grant in support or low interest or no interest loan available to our business community. Councilmember Schwartz feels that the City should look at some type of funding to make available to businesses or new entrepreneurs in order to help support businesses and economic development in

the City.

Councilmember Muchovej, with a majority of Council, asked City Administrator Dishion to invite the Tri-County Fairgrounds Interim Chief Executive Officer to attend a future Council meeting to receive an update on the Fairgrounds.

Mayor Garcia, with consensus from Council, asked that staff prepare a proclamation in recognition of Hispanic Heritage Month and a proclamation in recognition of Latino Conservation Week.

No further requests were made for future agendas items.

17) COUNCIL AND COMMITTEE REPORTS

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

18) ADJOURNMENT

The Mayor adjourned the meeting at 8:43 p.m. to the City Council Meeting scheduled for Monday, August 12, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
AUGUST 12, 2024

1) CALL TO ORDER

Mayor Garcia called the meeting of the Bishop City Council to order at 5:03 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) ROLL CALL

PRESENT:
Councilmember Ellis
Councilmember Muchovej - Councilmember Muchovej joined the meeting at 5:21 p.m.
Mayor Pro Tem Kong
Mayor Garcia

ABSENT:
Councilmember Schwartz

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Dean J. Pucci, City Attorney; Nora Gamino, Public Works Director; and Jessica Ortiz, Administrative/Accounting Assistant

Councilmember Muchovej joined the meeting at 5:21 p.m.

3) PUBLIC COMMENT PRIOR TO CLOSED SESSION

No public comments were made.

4) CLOSED SESSION

4.A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code § 54957 – Title: Public Works Director

Closed Session began at 5:04 p.m. Closed Session ended at 6:15 p.m.

5) OPEN SESSION

Mayor Garcia called the open session of the Bishop City Council to order at 6:18 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

6) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

7) PLEDGE OF ALLEGIANCE

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

8) ROLL CALL

PRESENT:
Councilmember Ellis
Councilmember Muchovej
Mayor Pro Tem Kong
Mayor Garcia

ABSENT:
Councilmember Schwartz

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Dean J. Pucci, City Attorney; Bret Russell, Fire Chief; Nate Derr, Police Chief; Nora Gamino, Public Works Director; and Jessica Ortiz, Administrative/Accounting Assistant

9) PUBLIC COMMENT

No public comments were made.

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

To report on actions taken in Closed Session as required by law, Mayor Garcia announced that there is no action to report.

11) DEPARTMENT REPORTS

11.A) Fire Department Report - Fire Chief Bret Russell

Fire Department Report - July 2024

Information Packet - 2024

11.B) Police Department Report - Police Chief Nate Derr

Police Department Report - July 2024

11.C) Public Works Department Report - Public Works Director Nora Gamino

Public Works Department Report - July 2024

11.D) Community Services Department Report - Community Services Manager Dan McElroy

Community Services Department Report - July 2024

11.E) Planning Department Report - Assistant Planner Ana Budnyk

Planning Department Report - July 2024

11.F) City Administrator Report - City Administrator Deston Dishion

City Administrator Report - July 2024

Written reports from the Fire, Police, Public Works, Community Services, Planning, and Administration Departments were submitted on each department's activities including upcoming and ongoing projects. Verbal reports were also given by the Fire, Police, Public Works, and Administration Departments.

12) COUNTY OF INYO UPDATE

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

13) CONSENT CALENDAR

13.A) Second Reading and Adoption of an Ordinance Amending Title 8, Health and Safety, Chapter 8.32 Smoking, Section 8.32.020 (Definition) and Section 8.32.030 (Smoking Prohibition).

Cover Page

V2_Updated Smoking Prohibition Ordinance

13.B) Flock Camera Agreement

Cover Page

CA - Bishop PD - Law Enforcement Agreement

MSA - CA - Bishop PD - Law Enforcement Agreement

13.C) Full-Time Monthly Salary Schedule - July 1, 2024 - June 30, 2025

2024-2025 Full Time Salary Schedule - 2024 8 12

13.D) Planning Commission Meeting Cancellation Notice

July 23, 2024 - Cancellation Notice

13.E) Planning Commission Special Meeting Agenda

July 30, 2024 - Planning Commission Special Meeting Agenda

13.F) Building Permits Issued Report

Building Permits Issued Report - July 2024

13.G) Alcoholic Beverage License Application for 777 N. Main Street, Bishop, California 93514 (Owner: SALT AND CO, LLC)

ABC Application for 777 N. Main St.

No public comments were made.

Motion/Councilmember Muchovej

Seconded/Mayor Pro Tem Kong

Councilmember Muchovej made a motion to approve the Consent Calendar as presented.
Motion passed 4-0

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

14) NEW BUSINESS

14.A) Sewer Line Inspection System Replacement

Cover Page

Rovver X Brochure

Bid Analysis

Quote 2_low bidder_Final

Quotes

Public Works Director Nora Gamino and Public Works Lead Maintenance Worker Hector Martinez reviewed this item with Council and addressed all of Council's questions.

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Ellis
Councilmember Muchovej made a motion to approve a purchase order with Haaker Equipment Company for a new sewer line inspection system at a total cost of $125,257.33 and authorize the Public Works Director to sign the purchase order.
Motion passed 4-0

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

14.B) Task Order Amendment for the West Line Water Main Replacement Project

Cover Page

Task Order 1 Amendment

Task Order 1

2023.10.23 Staff Report

Public Works Director Gamino reviewed this item with Council and answered all of Council's questions.

No public comments were made.

Motion/Councilmember Ellis Seconded/Councilmember Muchovej
Councilmember Ellis made a motion to approve the Public Works Director to sign an amendment to existing Task Order #1 with Wood Rodgers for a revised scope as described for $47,000 and approve a budget adjustment to the Water Fund as proposed.
Motion passed 4-0

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

14.C) Task Order to Update City Standards and Details

Cover Page

Task Order 03_City Standards & Details Update

Public Works Director Gamino reviewed this item with Council.

No public comments were made.

Motion/Mayor Pro Tem Kong Seconded/Councilmember Muchovej
Mayor Pro Tem Kong made a motion to approve the Public Works Director to sign a task order with Wood Rodgers to update the City's standards and details for a not-to-exceed fee of $65,275 and approve a budget adjustment as proposed.
Motion passed 4-0

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

15) FUTURE AGENDA ITEMS

Mayor Pro Tem Kong, with consensus from Council, asked to bring back at a future meeting an in-depth update or report out on recently past department activities such as asking Aquatics Coordinator Danica Gomez to report on pool activities and programs.

Councilmember Muchovej, with consensus from Council, asked for a presentation

from Inyo County Environmental Health Director Jerry Oser on the Micro Enterprise Kitchen Home Operation (MEKHO) currently under review and seeking Council's input at one of their future meetings.

No further requests were made for future agendas items.

16) COUNCIL AND COMMITTEE REPORTS

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

17) ADJOURNMENT

The Mayor adjourned the meeting at 7:53 p.m. to the City Council Meeting scheduled for Monday, August 26, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
AUGUST 26, 2024

1) CALL TO ORDER

Mayor Garcia called the meeting of the Bishop City Council to order at 6:01 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

3) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Garcia.

4) ROLL CALL

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

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Bret Russell, Fire Chief; Nate Derr, Police Chief; Nora Gamino, Public Works Director; Dan McElroy, Community Services Manager; and Jessica Ortiz, Administrative/Accounting Assistant

5) PUBLIC COMMENT

Public comments were made by:
Terry Tye, a Bishop resident, spoke against the State Water Resource Control Board mandate pursuant to California Senate Bill 552 to place water meters on every service connection by the year 2032.

Rick Klug, a local resident, also spoke against the water meter mandate and recited a prayer.

6) DEPARTMENT REPORTS

Reports from the Fire, Police, Public Works, Community Services, and Administration Departments were given on each of their department's activities including upcoming and ongoing projects.

7) PRESENTATIONS

7.A) Community Services Programs and Pool Services Update - Presented by Recreation Coordinator Nancy Gonzalez, and Aquatics Coordinator Danica Gomez.

2024 Summer Programs

2024 Pool Report

Community Services Manager McElroy introduced Recreation Coordinator Nancy Gonzalez and Aquatics Coordinator Danica Gomez to Council. They both proceeded to present their reports to Council on this year's summer programs and pool programs respectively.

Recreation Coordinator Gonzalez presented Council with her report that included an overview of the youth Summer Camps, the Stay & Play afterschool program, the Kids Night Out program, and the gymnastics program. After Recreation Coordinator Gonzalez addressed all of Council's questions, Council thanked Recreation Coordinator Gonzalez for her report and for all of her work.

Aquatics Coordinator Gomez presented Council with her report that included an overview of the City Pool programs, lap swim, swim lessons, and hosted events such as lifeguard training, swim meets, 8th grade cardboard boat races, and Bishop Unified School District Special Needs classes. After Aquatics Coordinator Gomez addressed all of Council's questions, Council thanked Aquatics Coordinator Gonzalez for her report and for all of her work.

7.B) Micro Enterprise Kitchen Home Operation (MEKHO) - Presented by Inyo County Environmental Health Director Jerry Oser.

MEHKO pamphlet

Inyo County Environmental Health Director Jerry Oser presented Council with information on the proposed Microenterprise Home Kitchen Operation (MEHKO) program which has not yet been implemented in Inyo County. The Inyo County Environmental Health Department is collecting data at this time and would like to hear from the public and from the City Council if there is an interest in having MEHKO's in Inyo County.

After Inyo County Environmental Health Director Oser answered all of Council's questions, Council spoke in favor of Microenterprise Home Kitchen Operations but with certain restrictions in place. Council thanked Inyo County Environmental Health Director Oser for his presentation and outreach to them and to the public on this topic.

7.C) East Line Street Bridge Replacement Project – Crosswalks and Railings

East Line Street PC Presentation

Transcribed Comment Cards (Anonymous)

Mayor Garcia announced that Item 7.C East Line Street Bridge Replacement Project - Crosswalks and Railings is pulled from the agenda.

8) BISHOP AREA CHAMBER OF COMMERCE & INFORMATION CENTER UPDATE

8.A) Bishop Area Chamber of Commerce and Information Center Update Report - August 26, 2024

Bishop Area Chamber of Commerce Report- August 26, 2024

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

9) CONSENT CALENDAR

9.A) Budget Report for the Month of July 2024

Cover Page

Monthly Budget Report for the Month of July 2024

9.B) Financial Reports for the Month of July 2024

Cover Page

Bank Reconciliation Report for July 2024

Combined Cash Report for July 2024

Investment Portfolio Report for July 2024

Warrant Register Report for July 2024

9.C) Declaration of City-Owned Vehicles as Surplus

Cover Page

9.D) Police Department - Vehicle Replacement

Cover Page

Enterprise Fleet Stock Quote

9.E) Blackpoint LLC Professional Service Agreement

SIGNED Blackpoint contract

Blackpoint Insurance Certificate

9.F) Planning Commission Meeting Cancellation Notice

August 27, 2024 - Cancellation Notice

No public comments were made.

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

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

10) FUTURE AGENDA ITEMS

Councilmember Muchovej, with a majority of Council in agreement, asked staff to invite the Tri-County Fairgrounds Interim Chief Executive Officer to provide an update on the Fairgrounds to Council, asked that City Attorney Pucci give a presentation or summary on the ballot measures coming up this election that impact cities so that we are all well informed on such items as Proposition 33 which relates to rent control and Proposition 5 which relates to lowering thresholds for bond measures, and to have a discussion on a truck bypass as part of downtown revitalization.

Councilmember Schwartz, with consensus from Council, requested a discussion by Council on the downtown overlay and how to pass on to businesses the City's design guidelines.

No further requests were made for future agendas items.

11) COUNCIL AND COMMITTEE REPORTS

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

12) ADJOURNMENT

The Mayor adjourned the meeting at 8:22 p.m. to the City Council Meeting scheduled for Monday, September 9, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
SEPTEMBER 9, 2024

1) CALL TO ORDER

Mayor Garcia called the meeting of the Bishop City Council to order at 6:01 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

3) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Schwartz.

4) ROLL CALL

PRESENT:
Councilmember Schwartz
Councilmember Muchovej
Mayor Pro Tem Kong
Mayor Garcia

ABSENT:
Councilmember Ellis

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Keith F. Collins, Deputy City Attorney; Bret Russell, Fire Chief; Nate Derr, Police Chief; Nora Gamino, Public Works Director; Anastasiia Budnyk, Assistant Planner; Dan McElroy, Community Services Manager; and Jessica Ortiz, Administrative/Accounting Assistant

5) PUBLIC COMMENT

Public comments were made by: Tim Homan, a local resident and pastor, recited a prayer. No further public comments were made.

6) DEPARTMENT REPORTS

Reports from the Fire, Police, Public Works, Community Services, Planning, and Administration Departments were given on each department's activities including upcoming and ongoing projects.

6.A) Fire Department Report - Fire Chief Bret Russell

Fire Department Report- August 2024

6.B) Police Department Report - Police Chief Nate Derr

Police August 2024

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

Public Works Department Report - August 2024

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

Community Services Department Report - August 2024

6.E) Planning Department Report - Assistant Planner Ana Budnyk

Planning Department Report - August 2024

6.F) City Administrator Report - City Administrator Deston Dishion

City Administrator Report - August 2024

7) COUNTY OF INYO UPDATE

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

8) PROCLAMATIONS

8.A) Proclamation - Declaring September 14-22, 2024 as Latino Conservation Week in the City of Bishop - Requested by Eastern Sierra Interpretive Association (ESIA) Outreach Director Louis Medina.

Proclamation - Latino Conservation Week 2024

Council read the proclamation: Eastern Sierra Interpretive Association (ESIA) Outreach Director Louis Medina accepted the proclamation.

8.B) Proclamation - Declaring September 15, 2024 - October 15, 2024 as Hispanic Heritage Month in the City of Bishop - Presented by the Bishop City Council.

Proclamation - Hispanic Heritage Month 2024.pdf

Council read the proclamation. Mayor Garcia announced that the proclamation can be found displayed in City Hall.

9) CONSENT CALENDAR

9.A) City Council Meeting Minutes

Minutes 2024 05 01 - Special Meeting

Minutes 2024 05 16 - Special Meeting

Minutes 2024 05 28

9.B) A Resolution Revising Parking Controls In Parking Lot 14, Located on Sierra Street

Cover Page

Resolution No. 2024-(xx) Sierra Parking Lot Revision

Map_ParkingResolution_2024-(xx)

Resolution No. 2017-10 SierraLotParking - Approved 2017 10 10

9.C) Building Permits Issued Report

Building Permit Issued Report - August 2024

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Schwartz
Councilmember Muchovej made a motion to approve the Consent Calendar as presented.
Motion passed 4-0

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

10) NEW BUSINESS

10.A) East Line Street Bridge Replacement Project – Crosswalks and Railings

Cover Page

East_Line_Street_PC_Presentation

Transcribed_Comment_Card_Index__Anonymous

Public Works Director Gamino reviewed this item with Council. After a discussion by Council, Council directed staff that they would like to see Option Number 2 for the crosswalk and Option Number 6 plus for the bridge, and the possibility of taking the gateway signage out of the explicit Bridge Project and having something run in parallel on the side to that and possibly in a different location.

Public comments were made by Eastern Sierra Interpretive Association (ESIA) Outreach Director Louis Medina. Louis Medina spoke to the importance of pedestrian safety for this project and that Council should consider the growing number of electric bikes and scooters that are now on our sidewalks and streets outside of our usual automobiles, motorcycles, and bicycles. No further public comments were made.

10.B) Cal Cities Resolution

Cover Page

City Clerk Picken reviewed this item with Council. After a discussion by Council, Council came to a consensus to allow the City's Voting Delegate or Alternate Voting Delegate to decide how to vote on behalf of the City and to report back on their vote at a future meeting. No public comments were made.

11) FUTURE AGENDA ITEMS

Councilmember Muchovej, with consensus from Council, asked that City Attorney Pucci provide a presentation on the November 2024 election ballot measures that would most impact the City.

Mayor Pro Tem Kong requested that a presentation by Interim Chief Executive Officer of the Tri-County Fairgrounds Mike Francesconi to provide Council with an update of the status of the fairgrounds.

Mayor Garcia requested a report regarding sidewalks be provided by Public Works Director Gamino.

12) COUNCIL AND COMMITTEE REPORTS

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

13) ADJOURNMENT

The Mayor adjourned the meeting at 7:54 p.m. to the City Council Meeting scheduled for Monday, September 23, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
SPECIAL MEETING
SEPTEMBER 19, 2024

1. CALL TO ORDER

Mayor Garcia called the special joint meeting of the Bishop City Council and the Bishop Rural Fire Protection District Board of Commissioners to order at 4:08 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

2. ROLL CALL

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

Commissioner Holland
Vice Chair Butler
Chair Steinwand

ABSENT:
Commissioner Tracy
Commissioner Kunze

OTHERS PRESENT:
Deston Dishion, City Administrator
Bret Russell, Fire Chief
Ethan Aukee, Finance Director
Robin Picken, City Clerk

3. NEW BUSINESS

A. DISCUSS CAPTIAL IMPROVEMENT PROGRAM
Fire Chief Russell handed out a list of Capital Improvement items and reviewed them all with both the Council and the Commissioners.

B. DISCUSS STAFFING – CURRENT AND FUTURE
Fire Chief Russell handed out a list of staffing items and reviewed them all with both the Council and the Commissioners.

C. EMS UPDATE
City Administrator Dishion reviewed this item with the Council and the Commissioners. City Administrator Dishion shared information from the report received by consultants AP Triton that outlined what Inland Counties Emergency Medical Agency (ICEMA) and the County of Inyo should consider working on, such as an Exclusive Operating Area (EOA).

D. DISCUSS STATUS OF THE JOINT POWERS AGREEMENT
City Administrator Dishion reviewed this item with the Council and the Commissioners and asked for a discussion on what they see should be changed to improve the current agreement since its implementation five years ago.

After a thorough discussion of what type of meetings are working to provide oversite of the Fire Department, creating a joint powers authority, management of public funds, approving purchases in a timely manner, and providing a sustainable fire department, the Council and the Commissioners directed staff to prioritize the list of capital improvement and staffing items given and their related costs. The Council and the Commissioners agreed to meet separately in September and to meet together again thereafter to discuss the list of priorities and their costs.

Public comment was made by Kevin Carunchio who expressed his thoughts on how the public should support basic public safety services such as fire, ambulance, and police. No further public comments were made.

4. FIRE CHIEF REPORT

Fire Chief Russell reported on his recent participation at the state's FIRESCOPE (California Firefighting Resources of Southern California Organized for Potential Emergencies).

6. ADJOURNMENT

The Mayor adjourned the meeting at 5:50 p.m.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
SEPTEMBER 23, 2024

1) CALL TO ORDER

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

2) MOMENT OF SILENCE

Mayor Garcia announced a moment of silence.

3) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Schwartz.

4) ROLL CALL

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

ABSENT:
None.

OTHERS PRESENT: Deston Dishion, City Administrator; Robin Picken, City Clerk; Dean J. Pucci, City Attorney; Bret Russell, Fire Chief; Nate Derr, Police Chief; Nora Gamino, Public Works Director; Anastasiia Budnyk, Assistant Planner; Dan McElroy, Community Services Manager; and Jessica Ortiz, Administrative/Accounting Assistant

5) PUBLIC COMMENT

Public comments were made by Cam Lemons, a local resident and pastor, who recited a prayer. No further public comments were made.

6) INTRODUCTION OF POLICE OFFICER WEST -

Police Chief Nate Derr introduced and swore-in newly hired Police Officer Phil West.

7) DEPARTMENT REPORTS

Reports from the Fire, Police, Public Works, Community Services, Planning, and Administration Departments were given on each department's activities including upcoming and ongoing projects.

7. A) Fire Department- Fire Chief Russell

7. B) Police Department - Police Chief Nate Derr

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

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

7. E) Planning Department - Assistant Planner Ana Budnyk

7. F) Administration - City Administrator Deston Dishion-

8) EASTERN SIERRA TRI-COUNTY FAIRGROUNDS QUARTERLY UPDATE

Acting Chief Executive Officer Mike Francesconi provided an update on the fairgrounds.

9) PRESENTATIONS

9.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

Executive Director Tawni Thomson presented the BTID annual report findings.

Executive Director Tawni Thomson presented the BTID annual report findings. After answering all of Council's questions, Council thanked Executive Director Tawni Thomson for attending and for reviewing the submitted report with them.

Mayor Garcia announced a five minute recess at 7:54 p.m. Mayor Garcia reconvened the meeting at 7:59 p.m.

10) CONSENT CALENDAR

10.A) Budget Report for the Month of August 2024

Cover Page

Budget Report for the Month of August 2024

10.B) Financial Reports for the Month of August 2024

Cover Page

Bank Reconciliation Report for August 2024

Combined Cash Report for August 2024

Investment Portfolio Report for August 2024

Warrant Register Report for August 2024

10.C) Grand Jury Response

ICGJ Final Report - Fire Dist.23-24

CIVIL GRAND JURY REPORT RESPONSE 2024

10.D) Declaration of City-Owned Equipment as Surplus

Cover Page

10.E) Planning Commission Meeting Cancellation Notice

September 24, 2024 - Cancellation Notice

No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Schwartz
Councilmember Muchovej made a motion to approve Consent calendar as presented.
Motion passed 5-0

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

11) NEW BUSINESS

11.A) Advantages and Disadvantages of the Bishop Paiute Tribe Joining the Bishop Area Wastewater Joint Powers Authority (BAWJPA)

Cover Page

Joint Power Authorities with Tribes as Members

Public Works Director and BAWJPA Administrator Nora Gamino and BAWJPA Assistant Administrator Matt Bullis (attended via Zoom video conference) reviewed this item with Council.

Public comments were made by Walt Pachucki, a local resident, Eastern Sierra Community Service District Board Member and BAWJPA Board Member, who voiced his concern on allowing the Bishop Paiute Tribe to have a seat on the BAWJPA board. He stated that the Bishop Area Wastewater Joint Powers Authority agreement needs to be rewritten before the Tribe can be added to the Bishop Area Wastewater Joint Power Authority Board. No further public comments were made.

Motion/Councilmember Ellis Seconded/Councilmember Schwartz
Councilmember Ellis made a motion to approve adding the Bishop Paiute Tribe as a signatory member of the Bishop Area Wastewater Joint Powers Authority.
Motion passed 5-0

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

Noes: None
Abstain: None
Absent: None

11.B) Full Preliminary Engineering Report for 2022 Disaster Water Grant Application

Cover Page

Task Order 2_Bishop USDA PER

Public Works Director Gamino reviewed this item with Council. No public comments were made.

Motion/Councilmember Muchovej Seconded/Mayor Pro Tem Kong
Councilmember Muchovej made a motion 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 (U.S. Department of Agriculture Rural Development) in the not-to-exceed amount of $70,000 and a budget adjustment to the sewer fund as proposed.
Motion passed 5-0

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

11.C) Downtown Guidelines - Façade and Materials Color Discussion

Cover Page

Downtown Guidelines - Façade and Materials Color

Assistant Planner Budnyk reviewed this item with Council. No public comments were made. After a full discussion, Council directed Assistant Planner Budnyk to reach out to businesses and to provide educational materials for them on the matter.

11.D) U.S. Department of Transportation Reconnecting Communities Pilot Program Letter of Support and Resolution

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

Eastern Sierra Council of Governments Joint Powers Authority Executive Director Elaine Kabala reviewed this item with Council. No public comments were made.

Motion/Councilmember Muchovej Seconded/Councilmember Schwartz

Councilmember Muchovej made a motion 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 JPA to submit an application for the U.S. Department of Transportation Reconnecting Communities Pilot Program.
Motion passed 5-0

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

12) FUTURE AGENDA ITEMS

Mayor Garcia, with consensus from Council, requested an update on the City's rebranding project.

Mayor Pro Tem Kong, with consensus from Council, requested a meeting with representatives from the Silver Peaks project.

No further requests were made for future agendas items.

13) COUNCIL AND COMMITTEE REPORTS

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

14) ADJOURNMENT-

The Mayor adjourned the meeting at 9:26 p.m. to the City Council Meeting scheduled for Monday, October 28, 2024 at 6:00 p.m. in the City Council Chambers.

_____
Jose Garcia, Mayor

Attest: _____
Robin Picken, City Clerk

AGENDA ITEM NO.

TO: CITY COUNCIL

FROM: DESTON DISHION, CITY ADMINISTRATOR

SUBJECT: CONSENT CALENDAR – PERSONNEL STATUS CHANGE REPORT

DATE: OCTOBER 28, 2024

The following personnel items have been submitted for action at this meeting:

NEW HIRES / RE-HIRES

	DEPARTMENT	POSITION	EFFECTIVE DATE	ACTION	STATUS	RATE	EMPLOYEE NAME
A.	COMMUNITY SERVICES	ACTIVITY LEADER	2/5/2024	HIRED	PART TIME	$17.00 per hour	MONDRAGON, DONOVAN
B.	COMMUNITY SERVICES	ACTIVITY LEADER	2/5/2024	HIRED	PART TIME	$17.00 per hour	GIDNEY, MARLEY
C.	COMMUNITY SERVICES	ACTIVITY LEADER	2/5/2024	HIRED	PART TIME	$17.00 per hour	GUSE, COLE
D.	COMMUNITY SERVICES	ACTIVITY LEADER	2/5/2024	HIRED	PART TIME	$17.00 per hour	RAGER, ARIANA
E.	COMMUNITY SERVICES	INSTRUCTOR	2/5/2024	HIRED	PART TIME	$17.00 per hour	BURCH, JENNIFER E.
F.	FIRE	VOLUNTEER FIREFIGHTER	2/23/2024	VOLUNTEER		$20.00 per call	ORDONEZ, TABATHA
G.	COMMUNITY SERVICES	PARK HELPER	3/4/2024	HIRED	PART TIME	$19.00 per hour	GORBY, MICHAEL
H.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	FITT, CALEB
I.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	SINFORIANO, XITLALY
J.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	MULLNER, LOLA
K.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	HAVERSTOCK, CLARE
L.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	VETTER, CLAIRE
M.	COMMUNITY SERVICES	LIFEGUARD	3/4/2024	HIRED	PART TIME	$17.00 per hour	LOWDEN, GINGER
N.	COMMUNITY SERVICES	ACTIVITY LEADER	3/22/2024	HIRED	PART TIME	$17.00 per hour	ORR, TEAGAN
O.	COMMUNITY SERVICES	LIFEGUARD	3/24/2024	HIRED	PART TIME	$17.00 per hour	OSLAND, SCOUT
P.	FIRE	VOLUNTEER FIREFIGHTER	4/1/2024	VOLUNTEER		$20.00 per call	KILE, CALEB
Q.	COMMUNITY SERVICES	LIFEGUARD	4/3/2024	HIRED	PART TIME	$17.00 per hour	MARTINEZ, GIZELLE
R.	COMMUNITY SERVICES	PARK HELPER	4/12/2024	HIRED	PART TIME	$19.00 per hour	DONDERO, JESIAH
S.	COMMUNITY SERVICES	SPORTS OFFICIAL	4/29/2024	HIRED	PART TIME	$30.00 per game	LOWDEN, MIKE
T.	COMMUNITY SERVICES	PARK HELPER	4/29/2024	HIRED	PART TIME	$19.00 per hour	DOUDA, ELLIOT
U.	FIRE	VOLUNTEER FIREFIGHTER	5/1/2024	VOLUNTEER		$20.00 per call	PARUOLO, MATTHEW
V.	FIRE	VOLUNTEER FIREFIGHTER	5/1/2024	VOLUNTEER		$20.00 per call	BEALL, NOAH
W.	FIRE	VOLUNTEER FIREFIGHTER	5/13/2024	VOLUNTEER		$20.00 per call	BARNES, DEBBIE
X.	FIRE	VOLUNTEER FIREFIGHTER	5/13/2024	VOLUNTEER		$20.00 per call	LEMONS, JOSIAH B
Y.	COMMUNITY SERVICES	ACTIVITY LEADER	5/20/2024	HIRED	PART TIME	$17.00 per hour	WILSON, JOSHUA
Z.	FIRE	VOLUNTEER FIREFIGHTER	5/22/2024	VOLUNTEER		$20.00 per call	FALLINGSTAR, DEBORAH M.
AA.	COMMUNITY SERVICES	LIFEGUARD	6/10/2024	HIRED	PART TIME	$17.00 per hour	FIERRO, KATYA
BB.	Police	POLICE OFFICER	7/1/2024	HIRED	FULL TIME	$7,659 per month	BURTON, DANIEL
CC.	COMMUNITY SERVICES	SPORTS OFFICIAL	8/1/2024	HIRED	PART TIME	$31.00 per game	TERRAZAS, MANNY
DD.	Police	POLICE OFFICER	9/16/2024	HIRED	FULL TIME	$7,659 per month	WEST, PHILLIP

September 2024
Budget Report

General Fund Revenue

Account #	Revenue	Actual	Budget	Percent Earned
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	368,189.21	5,084,000.00	7%
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	308,279.75	3,150,000.00	10%
001-000-31131	TOT Penalties	801.68	-	0%
001-000-31132	TOT Prior Year	7,984.16	-	0%
001-000-31150	Real Property Transfer	120.45	9,680.00	1%
001-000-32010	Business Licenses	2,800.20	64,300.00	4%
001-000-32015	Short-Term Rentals	-	2,250.00	0%
001-000-32030	Parking Permits	800.00	5,150.00	16%
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	39,050.53	120,000.00	33%
001-000-32051	Plan Check Fee	250.00	1,300.00	19%
001-000-32080	Electrical Franchise	-	35,000.00	0%
001-000-32081	Cell Tower Franchise	7,000.00	42,000.00	17%
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	157,417.79	250,000.00	63%
001-000-33020	Rental Of Real Property	30,333.54	60,000.00	51%
001-000-33021	Interest - GASB 87	-	40,000.00	0%
001-000-34040	Reimb. For Highway Sweeping	8,833.32	53,000.00	17%
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	50.00	2,000.00	3%
001-000-34094	Local Response Standby	-	1,000.00	0%
001-000-34120	Peace Officer S&T	974.25	8,300.00	12%
001-000-34121	RAN Reimbursement	-	15,000.00	0%
001-000-34125	Parking Citations	1,343.00	6,950.00	19%
001-000-34126	Tow Fees	500.00	3,000.00	17%
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	206.71	100.00	207%
001-000-35060	CBSC/Building Permit	76.00	100.00	76%
001-000-36010	Sale Of City Property	1.00	-	0%
001-000-36030	Miscellaneous Revenue	5,192.74	11,100.00	47%
001-000-36031	Retiree Medical Copay	1,613.34	2,100.00	77%
001-000-36040	Fingerprinting & Reports	5,387.00	23,500.00	23%
001-000-36042	AB109/Realignment	-	50,000.00	0%
001-000-36074	Summer Program Tuition	25,580.00	40,000.00	64%
001-000-36078	After School Program	22,959.50	93,000.00	25%
001-000-37010	Special Event Insurance	1,601.00	-	0%
001-000-39250	Softball	-	15,000.00	0%

001-000-39251	Soccer	4,425.00	4,000.00	111%
001-000-39255	Volleyball	-	2,000.00	0%
001-000-39270	Aerobic, Dance, Zumba	-	500.00	0%
001-000-39275	Facility Rental Fee	735.00	2,000.00	37%
001-000-39280	Youth Program	160.00	2,800.00	6%
001-000-39281	Gymnastics	5,295.00	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	**1,305,405.17**	**11,535,563.95**	**11%**

General Fund Expenses

9/30/2024	Department	Actual	Budget	Percent Incurred
001-010-_____	City Council	43,062.14	190,095.00	23%
001-011-_____	Administration	230,724.74	996,272.59	23%
001-012-_____	Finance	27,475.66	311,185.36	9%
001-013-_____	Treasurer	462.34	1,983.00	23%
001-014-_____	Legal	12,869.07	184,505.00	7%
001-015-_____	Insurance	309,463.00	321,132.00	96%
001-016-_____	Building & Grounds	43,179.44	220,373.41	20%
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	1,894,961.23	5,379,018.65	35%
001-021-_____	Fire Department	129,060.59	831,353.56	16%
001-022-_____	Building	24,506.23	235,885.00	10%
001-023-_____	Street Maintenance	135,010.08	1,600,875.22	8%
001-031-_____	Parks & Rec	326,238.33	2,238,432.38	15%
001-034-_____	Planning	50,817.64	357,350.15	14%
001-035-_____	After School Program	16,257.45	84,840.00	19%
001-037-_____	Pool	85,870.51	302,570.00	28%
001-038-_____	Summer Camps	29,079.72	58,485.00	50%
	Total Expenses	**3,402,500.39**	**13,571,300.32**	**25%**

Enterprise Funds

9/30/2024	Fund/Account	Actual	Budget	Percent Used
	Sewer Fund - Revenue			
002-000-33010	Interest on Bank Deposits	42,522.31	66,000.00	64%
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	357,851.91	1,330,000.00	27%
002-000-39023	Sewer Service Penalties	267.06	1,000.00	27%
002-000-39035	Solar Rebates	-	-	0%
002-000-39075	Reimbursement From ESCSD	-	-	0%
Total:		**402,100.41**	**1,422,000.00**	**28%**
002-051-_____	Sewer Fund - Expenses	**779,386.38**	**1,832,096.48**	**43%**

Account #	Fund/Account	Actual	Budget	Percent Used
	Water Fund - Revenue			
004-000-33010	Interest On Bank Deposits	39,177.35	63,000.00	62%
004-000-33020	Rental Of Real Property	-	-	0%
004-000-39012	Water Service Collection	282,863.73	1,111,000.00	25%
004-000-39013	Water Service Penalties	213.15	800.00	27%
004-000-39017	Water Miscellaneous	940.00	20,000.00	5%
004-000-39019	Backflow Fee	-	-	0%
004-000-39035	Solar Rebates	-	-	0%
Total:		**323,194.23**	**1,194,800.00**	**27%**
004-050-_____	Water Fund - Expenses	**413,352.43**	**1,411,925.70**	**29%**

Account #	Fund/Account	Actual	Budget	Percent Used
	SMHP - Revenue			
012-000-33010	Interest On Bank Deposits	5,441.53	11,000.00	49%
012-000-39735	Utilities Clearing Account	8,925.00	38,400.00	23%
012-000-39750	Rents - Assisted Units	1,719.00	6,600.00	26%
012-000-39760	Rents - Unassisted Units	26,140.00	100,000.00	26%
012-000-39811	Miscellaneous	-	-	
012-000-39812	Gain On Sale	-	-	0%
Total:		**42,225.53**	**156,000.00**	**27%**
012-095-_____	SMPH - Expenses	**70,591.80**	**133,670.74**	**53%**

Special Funds

9/30/2024	Fund/Account	Actual	Budget	Percent Used
	COPS Fund - Revenue			
033-000-33010	**Interest On Bank Deposits**	3,793.56	-	0%
033-000-39967	**COPS/AB 1913**	-	100,000.00	0%
Total:		**3,793.56**	**100,000.00**	**4%**
033-033-_____	**COPS Fund - Expenses**	**23,633.57**	**207,722.48**	**11%**

Account #	Fund/Account	Actual	Budget	Percent Used
	Gas Tax Fund - Revenue			
003-000-33010	**Interest on Bank Deposits**	-	-	0%
003-000-39100	**Section 2105**	4,065.37	23,000.00	18%
003-000-39110	**Section 2107-5**	1,000.00	1,000.00	100%
003-000-39120	**Section 2107**	5,070.37	32,000.00	16%
003-000-39130	**Section 2106**	3,543.37	19,500.00	18%
003-000-39135	**Misc/Prop 42**	7,960.15	37,000.00	22%
003-000-39137	**Traffic Congestion Relief**	-	-	0%
003-000-39139	**SB 1**	18,060.27	99,094.00	18%
Total:		**39,699.53**	**211,594.00**	**19%**
003-030-_____	**Gas Tax Fund - Expenses**	**42,882.07**	**385,164.86**	**11%**

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Eastern Sierra Checking (Eastern Sierra Checking) (1)

September 30, 2024

Account: 99900010110

Bank Account Number: 006107370

Bank Statement Balance:	2,093,568.57	Book Balance Previous Month:	1,680,492.96
Outstanding Deposits:	172,858.70	Total Receipts:	1,184,147.75
Outstanding Checks:	352,058.39	Total Disbursements:	948,581.12
Bank Adjustments:	1,690.71	Book Adjustments:	.00
Bank Balance:	1,916,059.59	Book Balance:	1,916,059.59
		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-	1194	6,640.68	1210	7,290.11	1212	710.00
1213	185.00-	1213	210.00	1214	3,481.75	1215	50.00
1225	149,102.34	1226	776.25	1227	2,641.00	1234	558.40
1256	2,400.00						
Grand Totals:							172,858.70

Deposits cleared: 75 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	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	11249	729.48	11380	822.97
11404	55.50	11422	76.41	11486	766.20	11506	720.00
11527	26.60-	11527	26.60	11531	2,385.00	11551	129.29
11552	73.88	11561	385.66	11563	239.83	11572	207.79
11584	720.00	11586	55.50	11621	300.00	11629	1,920.00
11638	1,300.00	11656	25.00	11673	129.29	11674	64.64
11690	73.88	11692	80.76	11693	720.00	11722	296.87
11723	147.76	11727	171.77	11728	461.75	11736	62.33
11737	195.32	11739	108.05	11742	2,500.00	11745	670.43
11746	327.75	11748	2,925.00	11752	20.00	11753	538.31
11754	127.40	11759	112.37	11764	80.76	11765	2,116.12
11766	720.00	11767	369.23	11768	55.50	11769	5,814.45
11770	361.05	11771	1,811.99	11772	60,031.86	11773	14,211.33
11774	1,222.27	11775	546.04	11777	9,945.17	11778	3,615.15
11779	923.30	11780	149.90	11781	961.00	11782	46.36

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
11783	707.00	11784	1,243.16	11785	346.91	11786	11,241.84
11787	100.00	11788	326.32	11790	663.00	11791	354.78
11792	402.78	11793	2,868.17	11794	15,750.00	11795	59.44
11796	467.41	11797	1,389.80	11798	507.29	11799	108.09
11800	354.90	11801	85.00	11802	3,658.25	11803	112.00
11804	169.32	11805	4,050.67	11807	37.75	11808	726.35
11809	122.11	11810	758.38	11811	2,375.00	75403	8.00
80924201	2,666.42-	82324202	2,906.42-	90624201	8,400.70	90624203	33,480.77
92024200	89,032.10	92024204	33,540.93	92024205	1,896.85		
Grand Totals:							352,058.39

Checks cleared: 202 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
SEPTEMBER 30, 2024

COMBINED CASH ACCOUNTS

999-000-10110	CASH IN BANK	1,911,439.11
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	32,591.47
999-000-10116	CALIFORNIA CLASS INVESTMENT	19,253,376.32
999-000-10175	CASH CLEARING UTILITIES	16,188.41
999-000-10176	BUSINESS CASH CLEARING	322.10
	TOTAL COMBINED CASH	22,076,825.13
999-000-10100	CASH ALLOCATED TO FUNDS	(22,076,825.13)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	10,915,922.08
2	ALLOCATION TO SEWER FUND	2,823,259.68
3	ALLOCATION TO GAS TAX	443,021.59
4	ALLOCATION TO WATER FUND	2,685,715.85
5	ALLOCATION TO RFPD	1,050,067.77
6	ALLOCATION TO IMBC FIDUCIARY	.00
7	ALLOCATION TO LOCAL TRANSPORTATION FUND	89,758.82
8	ALLOCATION TO BOND AND TRUST FUND	58,633.04
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	366,810.16
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	100,000.00
23	ALLOCATION TO PROPERTY/HOUSING DEVELOPMENT	74,396.25
24	ALLOCATION TO BAWA	288,283.78
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.	288,026.17
37	ALLOCATION TO HOME FUNDS/WILLOW ST	104,502.76
54	ALLOCATION TO STIP E. LINE ST. BRIDGE REPL.	160,663.79
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
SEPTEMBER 30, 2024

TOTAL ALLOCATIONS TO OTHER FUNDS	22,076,825.13
ALLOCATION FROM COMBINED CASH FUND - 999-000-10100	(22,076,825.13)
ZERO PROOF IF ALLOCATIONS BALANCE	.00

INVESTMENT PORTFOLIO FOR THE CITY OF BISHOP

MONTH OF SEPTEMBER 2024

Statement Period	Account Type	Balance	Average Monthly Yield
September 2024	LAIF	$862,907.66	4.575%
September 2024	California CLASS	$19,253,376.32	5.260%
Total		**$20,116,283.98**	**5.231%**

California State Treasurer
Fiona Ma, CPA



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

October 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

September 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 10/02/24

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]

September	**4.575**
August	4.579
July	4.516
June	4.480
May	4.332
April	4.272

Pooled Money Investment Account Monthly Portfolio Composition [1] 8/31/24 $163.4 billion

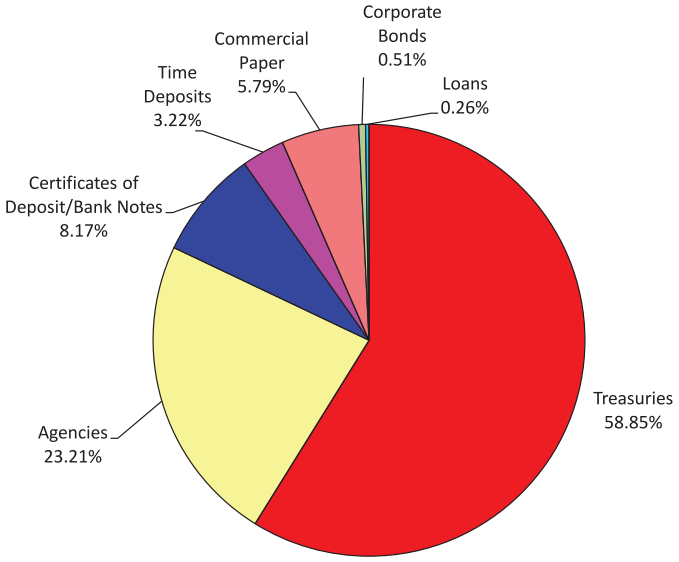


Chart does not include $1,368,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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
10/09/24	4.53	4.53	239
10/08/24	4.53	4.53	241
10/07/24	4.53	4.53	239
10/06/24	4.53	4.54	241
10/05/24	4.53	4.54	241
10/04/24	4.53	4.54	241
10/03/24	4.53	4.54	242
10/02/24	4.54	4.54	242
10/01/24	4.54	4.54	243
09/30/24	4.58	4.56	231
09/29/24	4.55	4.56	230
09/28/24	4.55	4.56	230
09/27/24	4.55	4.56	230
09/26/24	4.55	4.56	228
09/25/24	4.57	4.56	224
09/24/24	4.57	4.56	226
09/23/24	4.59	4.56	222
09/22/24	4.60	4.56	224
09/21/24	4.60	4.56	224
09/20/24	4.60	4.55	224
09/19/24	4.60	4.55	221
09/18/24	4.60	4.55	222
09/17/24	4.60	4.55	220
09/16/24	4.60	4.55	221
09/15/24	4.55	4.55	221
09/14/24	4.55	4.55	221
09/13/24	4.55	4.55	221
09/12/24	4.56	4.55	221
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

*Daily yield does not reflect capital gains or losses

Updated: 10/9/20

CALIFORNIA STATE TREASURER
FIONA MA, CPA

PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
09/02/24	4.53	4.55	219
09/01/24	4.53	4.55	220

*Daily yield does not reflect capital gains or losses

Updated: 10/9/20

California CLASS

Summary Statement

September 30, 2024

Investor ID: CA-01-0180

0000-68-0000658 PDF: 697362

City of Bishop
377 W Line Street
Bishop, CA 93514

California CLASS

California CLASS

Average Monthly Yield: 5.2597%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0180-0001	City of Bishop	19,469,920.33	0.00	300,000.00	83,455.99	253,376.32	19,352,702.20	19,253,376.32
TOTAL		**19,469,920.33**	**0.00**	**300,000.00**	**83,455.99**	**253,376.32**	**19,352,702.20**	**19,253,376.32**

Account Number: CA-01-0180-0001

City of Bishop

Account Summary

Average Monthly Yield: 5.2597%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	19,469,920.33	0.00	300,000.00	83,455.99	253,376.32	19,352,702.20	19,253,376.32

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
09/01/2024	Beginning Balance			19,469,920.33	
09/19/2024	Withdrawal		300,000.00		6485
09/30/2024	Income Dividend Reinvestment	83,455.99			
09/30/2024	Ending Balance			19,253,376.32	

California CLASS

	California CLASS	
Date	Dividend Rate	Daily Yield
09/01/2024	0.000000000	5.4035%
09/02/2024	0.000000000	5.4035%
09/03/2024	0.000146793	5.3787%
09/04/2024	0.000147382	5.3942%
09/05/2024	0.000147628	5.4032%
09/06/2024	0.000442686	5.4008%
09/07/2024	0.000000000	5.4008%
09/08/2024	0.000000000	5.4008%
09/09/2024	0.000147346	5.3929%
09/10/2024	0.000147355	5.3932%
09/11/2024	0.000147286	5.3907%
09/12/2024	0.000146932	5.3777%
09/13/2024	0.000440367	5.3725%
09/14/2024	0.000000000	5.3725%
09/15/2024	0.000000000	5.3725%
09/16/2024	0.000147118	5.3845%
09/17/2024	0.000147765	5.4082%
09/18/2024	0.000147687	5.4053%
09/19/2024	0.000144865	5.3021%
09/20/2024	0.000414282	5.0543%
09/21/2024	0.000000000	5.0543%
09/22/2024	0.000000000	5.0543%
09/23/2024	0.000137865	5.0459%
09/24/2024	0.000137691	5.0395%
09/25/2024	0.000137589	5.0357%
09/26/2024	0.000137358	5.0273%
09/27/2024	0.000412029	5.0267%
09/28/2024	0.000000000	5.0267%
09/29/2024	0.000000000	5.0267%
09/30/2024	0.000137730	5.0409%

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: **October 16, 2024**
SUBJECT: **Approval of Warrant Registers for the Month of September 2024**

Commercial Warrants	
Check #11527, 11643-11694, 11696-11811	$473,886.72
Manual Checks & Payroll Warrants	$474,694.40
TOTAL:	$948,581.12

Journal	Payee or Description	Date	Check Number	Amount
CD	Dishion B of A Credit Card payment September 2024	09/30/2024	1	624.66
CD	Gamino B of A Credit card payment	09/13/2024	2	89.40
CD	Milici B of A Credit card payment	09/13/2024	3	407.53
CD	Ellsworth B of A Credit card payment	09/13/2024	4	4,940.94
CD	Russell B of A Credit Card payment September 2024	09/30/2024	5	1,048.54
CD	Grisham B of A Credit Card payment September 2024	09/30/2024	6	2,064.64
CD	Recording Fraudulent Check #14332 (Positive Pay)	09/30/2024	7	1,000.00
CD	Paymentech Fee August 2024	09/30/2024	8	430.18
CD	Paymentech Fee August 2024	09/30/2024	9	581.95
CD	CalPERS GASB 68 Reporting Services Fee	09/30/2024	10	2,450.00
CD	Xpress Bill Pay Fee August 2024	09/30/2024	11	526.89
CD	CALPERS RETIREMENT EPMC & ADJ - 7/22/24 TO 8/04/24	09/30/2024	12	771.24
CD	CALPERS RETIREMENT EPMC & ADJ - 08/05/24 TO 08/18/24	09/30/2024	13	661.11
CD	UNEMPLOYMENT INSURANCE PAYMENT -APR 2024 TO JUNE 2024	09/30/2024	14	388.00
CD	IRS LATE PAYMENT PENALTY - MAY 31, 2024 PAYROLL	09/30/2024	15	372.66
CD	McElroy B of A Credit Card payment September 2024	09/30/2024	16	118.77
CD	Bamboo HR Sept-Oct 2024	09/30/2024	17	1,463.25
CD	Enterprise Lease September 2024	09/30/2024	18	8,054.22
CD	Poole B of A Credit Card Payment September 2024	09/30/2024	19	2,146.86
CDA	O'REILLY AUTOMOTIVE, INC.	09/20/2024	11527	26.60-
CDA	BROWN'S SUPPLY	09/05/2024	11643	255.86
CDA	BSK Associates	09/05/2024	11644	624.26
CDA	CARMICHAEL BUSINESS TECH.	09/05/2024	11645	1,243.94
CDA	Carrillo Electric	09/05/2024	11646	1,821.00
CDA	DEPT OF WATER AND POWER	09/05/2024	11647	48.79
CDA	FRONTIER	09/05/2024	11648	416.25
CDA	GALLS, LLC	09/05/2024	11649	566.04
CDA	HIGH COUNTRY LUMBER	09/05/2024	11650	1,382.57
CDA	INYO COUNTY ENVIRONMENTAL	09/05/2024	11651	118.00
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	09/05/2024	11652	282.25
CDA	L.N Curtis & Sons	09/05/2024	11653	495.90
CDA	L.N Curtis & Sons	09/05/2024	11654	495.90
CDA	LARRY BAIN, CPA	09/05/2024	11655	7,500.00
CDA	Maryann Thomas	09/05/2024	11656	25.00
CDA	MONO COUNTY DEPARTMENT OF FINANCE	09/05/2024	11657	25,000.00
CDA	MSA-DENTAL POOL	09/05/2024	11658	354.62
CDA	MUNICIPAL MAINT EQUIPMENT	09/05/2024	11659	322.13
CDA	PREFERRED SEPTIC	09/05/2024	11660	3,207.01
CDA	RAMON'S AUTO DETAIL	09/05/2024	11661	350.00
CDA	SOUTHERN CALIFORNIA EDISON	09/05/2024	11662	596.75
CDA	STEVE'S AUTO & TRUCK PART	09/05/2024	11663	933.53
CDA	SUN DATA SUPPLY	09/05/2024	11664	81.73
CDA	UNDERGROUND SERVICE ALERT	09/05/2024	11665	32.20
CDA	VERIZON WIRELESS	09/05/2024	11666	114.03
CDA	VISION SERVICE PLAN	09/05/2024	11667	6.56
CDA	WESTERN NEVADA SUPPLY CO.	09/05/2024	11668	146.95
CDA	Willdan Engineering	09/05/2024	11669	675.00
CDP	ELLIS, JAMES V.	09/06/2024	11670	234.43
CDP	JACKSON, AVIS L.	09/06/2024	11671	794.90
CDP	SANTANA, FRANCISCO	09/06/2024	11672	1,036.23
CDP	SANTANA, MISAEL	09/06/2024	11673	129.29
CDP	COKELEY, RACHEL D	09/06/2024	11674	64.64
CDP	GRISHAM, AMANDA R	09/06/2024	11675	1,794.03
CDP	JACKSON, THOMAS E.	09/06/2024	11676	677.37
CDP	BRAATEN, BRAD	09/06/2024	11677	123.75
CDP	MADERA, JOCELYN	09/06/2024	11678	461.75
CDP	TURMAN, MYLEE	09/06/2024	11679	120.52
CDP	ENNIS, JERRY	09/06/2024	11680	923.50

Journal	Payee or Description	Date	Check Number	Amount
CDP	ENNIS, KAREN	09/06/2024	11681	835.56
CDP	DERR, LEVI	09/06/2024	11682	73.88
CDP	SEARS, ADRIAN	09/06/2024	11683	45.25
CDP	RUSSELL, BRET	09/06/2024	11684	3,765.79
CDP	MONDRAGON, DONOVAN	09/06/2024	11685	207.79
CDP	GIDNEY, MARLEY	09/06/2024	11686	116.36
CDP	RAGER, ARIANA	09/06/2024	11687	145.45
CDP	ORR, TEAGAN	09/06/2024	11688	145.45
CDP	DONDERO, JESIAH	09/06/2024	11689	221.64
CDP	DOUDA, ELLIOT	09/06/2024	11690	73.88
CDP	TERRAZAS, MANNY	09/06/2024	11691	102.51
CDPT	AMERICAN FIDELITY	09/06/2024	11692	80.76
CDPT	BPOA	09/06/2024	11693	720.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	09/06/2024	11694	369.23
CDP	GONZALEZ, NANCY	09/06/2024	11696	680.68
CDPT	US BANK TRUST WESTERN REGION	09/06/2024	11697	1,342.55
CDA	BSK Associates	09/12/2024	11698	259.96
CDA	CASELLE, INC.	09/12/2024	11699	2,050.00
CDA	CODY LAWSON	09/12/2024	11700	200.00
CDA	DEPT OF WATER AND POWER	09/12/2024	11701	1,851.18
CDA	ELLEN HARRISON	09/20/2024	11702	.00
CDA	Environmental Techniques Int.	09/12/2024	11703	4,629.30
CDA	HUNT PROPANE, INC.	09/12/2024	11704	277.92
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	09/12/2024	11705	148.00
CDA	Jessica Ortiz	09/12/2024	11706	1,600.00
CDA	L.N Curtis & Sons	09/12/2024	11707	325.82
CDA	LUMOS AND ASSOCIATES, INC.	09/12/2024	11708	37,126.50
CDA	MARY VALENTI, Ph.D.	09/12/2024	11709	500.00
CDA	MISSION LINEN & UNIFORM	09/12/2024	11710	326.56
CDA	MOUNTAIN APPAREL	09/12/2024	11711	1,326.75
CDA	NORTHERN INYO HEALTHCARE DISTRICT	09/12/2024	11712	506.00
CDA	PILOT THOMAS LOGISTICS	09/12/2024	11713	4,325.43
CDA	PROFORCE MARKETING, INC	09/12/2024	11714	664.96
CDA	Rojas Communications Group	09/12/2024	11715	4,000.00
CDA	SOUTHERN CALIFORNIA EDISON	09/12/2024	11716	2,362.06
CDA	THE FED-UP STORE	09/12/2024	11717	438.58
CDA	Willdan Engineering	09/12/2024	11718	1,385.00
CDP	ELLIS, JAMES V.	09/20/2024	11719	234.43
CDP	JACKSON, AVIS L.	09/20/2024	11720	374.02
CDP	SANTANA, FRANCISCO	09/20/2024	11721	1,072.33
CDP	SANTANA, MISAEL	09/20/2024	11722	296.87
CDP	COKELEY, RACHEL D	09/20/2024	11723	147.76
CDP	GRISHAM, AMANDA R	09/20/2024	11724	1,794.03
CDP	NAVALES, RYAN	09/20/2024	11725	338.36
CDP	JACKSON, THOMAS E.	09/20/2024	11726	677.37
CDP	BRAATEN, BRAD	09/20/2024	11727	171.77
CDP	MADERA, JOCELYN	09/20/2024	11728	461.75
CDP	TURMAN, MYLEE	09/20/2024	11729	174.54
CDP	ENNIS, JERRY	09/20/2024	11730	905.03
CDP	ENNIS, KAREN	09/20/2024	11731	820.34
CDP	DERR, LEVI	09/20/2024	11732	92.35
CDP	SEARS, ADRIAN	09/20/2024	11733	116.36
CDP	RUSSELL, BRET	09/20/2024	11734	3,765.79
CDP	MONDRAGON, DONOVAN	09/20/2024	11735	191.17
CDP	GIDNEY, MARLEY	09/20/2024	11736	62.33
CDP	RAGER, ARIANA	09/20/2024	11737	195.32
CDP	BURCH, JENNIFER E.	09/20/2024	11738	74.67
CDP	ORR, TEAGAN	09/20/2024	11739	108.05

Journal	Payee or Description	Date	Check Number	Amount
CDP	TERRAZAS, MANNY	09/20/2024	11740	171.77
CDA	AT&T Mobility LLC	09/19/2024	11741	877.09
CDA	BISHOP VOLUNTEER FIRE	09/19/2024	11742	2,500.00
CDA	CALIFORNIA BROADBAND	09/19/2024	11743	168.00
CDA	CANON FINANCIAL SERVICES	09/19/2024	11744	1,425.60
CDA	CARMICHAEL BUSINESS TECH.	09/19/2024	11745	670.43
CDA	DAVID SCOBIE	09/19/2024	11746	327.75
CDA	DEPT OF WATER AND POWER	09/19/2024	11747	1,645.68
CDA	EASTERN SIERRA ENGINEERING, PC	09/19/2024	11748	2,925.00
CDA	FRONTIER	09/19/2024	11749	57.40
CDA	Haaker Equipment Company	09/19/2024	11750	125,257.33
CDA	Jones Mayer	09/19/2024	11751	13,098.92
CDA	JOSE GARCIA	09/19/2024	11752	20.00
CDA	L.N Curtis & Sons	09/19/2024	11753	538.31
CDA	Mammoth Hospital	09/19/2024	11754	127.40
CDA	MISSION LINEN & UNIFORM	09/19/2024	11755	59.44
CDA	MR. K. AUTOMOTIVE SERVICE INC.	09/19/2024	11756	115.20
CDA	PERRY MOTORS, INC.	09/19/2024	11757	742.06
CDA	PILOT THOMAS LOGISTICS	09/19/2024	11758	814.19
CDA	QUILL CORP	09/19/2024	11759	112.37
CDA	STEVE'S AUTO & TRUCK PART	09/19/2024	11760	536.97
CDA	SYMBOL ARTS	09/19/2024	11761	1,183.75
CDA	VERIZON BUSINESS	09/19/2024	11762	70.15
CDA	Wood Rodgers Inc	09/19/2024	11763	21,350.00
CDPT	AMERICAN FIDELITY	09/20/2024	11764	80.76
CDPT	AMERICAN FIDELITY	09/20/2024	11765	2,116.12
CDPT	BPOA	09/20/2024	11766	720.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	09/20/2024	11767	369.23
CDPT	COBEA	09/20/2024	11768	55.50
CDPT	MSA-DENTAL POOL	09/20/2024	11769	5,814.45
CDPT	TEXAS LIFE INSURANCE COMPANY	09/20/2024	11770	361.05
CDPT	THE HARTFORD	09/20/2024	11771	1,811.99
CDPT	U.S Bank PARS Account #: 6746050100	09/20/2024	11772	60,031.86
CDPT	US BANK TRUST WESTERN REGION	09/20/2024	11773	14,211.33
CDPT	US BANK TRUST WESTERN REGION	09/20/2024	11774	1,222.27
CDPT	VISION SERVICE PLAN	09/20/2024	11775	546.04
CDA	Anastasiia Budnyk	09/25/2024	11776	540.61
CDA	AP Triton, LLC	09/25/2024	11777	9,945.17
CDA	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	09/25/2024	11778	3,615.15
CDA	BISHOP GLASS, INC.	09/25/2024	11779	923.30
CDA	BISHOP LOCKSMITH	09/25/2024	11780	149.90
CDA	BLIZZARD FIRE PROTECTION	09/25/2024	11781	961.00
CDA	BSN SPORTS INC.	09/25/2024	11782	46.36
CDA	CALIFORNIA BROADBAND	09/25/2024	11783	707.00
CDA	CARMICHAEL BUSINESS TECH.	09/25/2024	11784	1,243.16
CDA	COMMUNITY PRINTING	09/25/2024	11785	346.91
CDA	DEPT OF WATER AND POWER	09/25/2024	11786	11,241.84
CDA	DEPT OF WATER AND POWER	09/25/2024	11787	100.00
CDA	FRONTIER	09/25/2024	11788	326.32
CDA	GRANITE CONSTRUCTION COMPANY INC.	09/25/2024	11789	1,870.54
CDA	ISU INSURANCE SERVICES	09/25/2024	11790	663.00
CDA	JIM ELLIS	09/25/2024	11791	354.78
CDA	JOSE GARCIA	09/25/2024	11792	402.78
CDA	L.N Curtis & Sons	09/25/2024	11793	2,868.17
CDA	LUMOS AND ASSOCIATES, INC.	09/25/2024	11794	15,750.00
CDA	MISSION LINEN & UNIFORM	09/25/2024	11795	59.44
CDA	MUNICIPAL MAINT EQUIPMENT	09/25/2024	11796	467.41
CDA	OPTIMUM	09/25/2024	11797	1,389.80

Journal	Payee or Description	Date	Check Number	Amount
CDA	PARS PHASE II SYSTEMS	09/25/2024	11798	507.29
CDA	PETTY CASH - PARKS DEPT.	09/25/2024	11799	108.09
CDA	PREFERRED SEPTIC	09/25/2024	11800	354.90
CDA	PTS	09/25/2024	11801	85.00
CDA	RIGHT WAY POOL & SPA	09/25/2024	11802	3,658.25
CDA	ROBIN PICKEN	09/25/2024	11803	112.00
CDA	SILVER STATE INTERNATIONAL	09/25/2024	11804	169.32
CDA	SOUTHERN CALIFORNIA EDISON	09/25/2024	11805	4,050.67
CDA	Sparks Electric Motor Repair	09/25/2024	11806	5,978.04
CDA	UNDERGROUND SERVICE ALERT	09/25/2024	11807	37.75
CDA	VERIZON WIRELESS	09/25/2024	11808	726.35
CDA	WARREN'S AUTO REPAIR	09/25/2024	11809	122.11
CDA	WESTERN NEVADA SUPPLY CO.	09/25/2024	11810	758.38
CDA	Willdan Engineering	09/25/2024	11811	2,375.00
CDP	DIRECT DEPOSIT TOTAL	09/06/2024	92201	112,376.67
CDP	DIRECT DEPOSIT TOTAL	09/20/2024	92202	115,223.84
CDPT	GREAT-WEST LIFE & ANNUITY	09/01/2024	80924201	2,666.42-
CDPT	GREAT-WEST LIFE & ANNUITY	09/01/2024	82324202	2,906.42-
CDPT	EMPLOYMENT DEV. DEPT.	09/06/2024	90624200	6,167.00
CDPT	GREAT-WEST LIFE & ANNUITY	09/06/2024	90624201	8,400.70
CDPT	IRS	09/06/2024	90624202	19,937.99
CDPT	PERS	09/06/2024	90624203	33,480.77
CDPT	PERS DEFERRED COMP	09/06/2024	90624204	1,896.85
CDPT	CALPERS MEDICAL	09/20/2024	92024200	89,032.10
CDPT	EMPLOYMENT DEV. DEPT.	09/20/2024	92024201	6,530.00
CDPT	GREAT-WEST LIFE & ANNUITY	09/20/2024	92024202	2,827.86
CDPT	IRS	09/20/2024	92024203	20,814.84
CDPT	PERS	09/20/2024	92024204	33,540.93
CDPT	PERS DEFERRED COMP	09/20/2024	92024205	1,896.85
	Grand Totals:			948,581.12

Agenda Item: 14.E
Date of Meeting: October 28, 2024
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **C.O.P.S. Fund Budget Adjustment**

Prepared On: September 25, 2024

Background/History:
The FY 2024-25 C.O.P.S. Fund (Fund 033) budget was programmed based on assumed FY 2023-24 revenue and expense amounts. During the FY 2023-24 accrual period, Fund 033 earned an unexpected $69,296.84 in revenue. Additionally, during the accrual period, Fund 033 earned $52,420.27 pertaining to the prior year (FY 2022-23).

This unexpected revenue resulted in an increased 2024-25 starting fund balance, and therefore, dictates a need to spend more money within the fund than initially budgeted. The reason why the increased fund balance necessitates increased spending is that this fund is unique based on the concepts that the funding is restricted to specific purposes, and year over year fund balance should be maintained within a specific spectrum.

Analysis/Discussion:
The Finance Director and Police Chief met to discuss Fund 033, mainly focused on a Police Department priority spending list that qualifies for spending within the fund.

Following discussion, the below items were identified:

1. *CLEAR Suspect ID and Investigation Software.* This software would cost $600/month and $7,200/year. The software was not included in the Police Department's RAN budget for FY 2024-25, but the intention would be to include in future years. Inclusion and approval in RAN would result in reimbursement for this expense in future years. If not approved by RAN, our intention would be to continue to pay for the software in Fund 033.
2. *SWAT Gear.* Bishop Police Department staff that serve on the area's SWAT Team are in need of gear upfitting. The gear upfitting would cost roughly $5,000/officer and the total cost would be roughly $16,000.
3. *License Plate Readers.* The Police Department recommends the purchase of two license plate readers. The total cost for installation is $1,300 and each reader would cost $3,000 per year. This item was not included in the Police Department's RAN budget for FY 2024-25, but the intention would be to include in future years. Inclusion

and approval in RAN would result in reimbursement for this expense in future years. If not approved by RAN, our intention would be to continue to pay for this item in Fund 033.

If all three proposed items are approved, FY 2024-25 Fund 033 spending would increase by:

1. CLEAR: 8 months, $4,800
2. SWAT Gear: $16,000
3. License Plate Readers: $7,300

If we assume inclusion in future RAN budgets where applicable, there would be no recurring costs in Fund 033 budgets for subsequent years.

Economic Impacts:
No significant economic impacts.

Budget Impacts:
FY 2024-25 budget impacts are as follows:

- Expense account 033-033-52018 (Special Department Supplies) increase in the amount of $16,000
- Expense account 033-033-52045 (IT) increase in the amount of $12,100

Total increased spending within Fund 033 in the amount of $28,100.

Legal Review:
Legal review is not required.

Recommended Action:
City Council to review and approve the proposed budget adjustment.

Approved By: Ethan Aukee 10/3/2024
Approved By: Robin Picken 10/3/2024
Approved By: Deston Dishion 10/3/2024
Approved By:

Agenda Item: 14.F
Date of Meeting: October 28, 2024
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **Final Reports from the Fiscal Year 2023-2024 Grant in Support Program**

Prepared On: October 14, 2024

Attachments: Altrusa Final Report 2023-24
Bishop Area Bike Organization Final Report 2023-24
Bishop Museum & Historical Society Final Report 2023-24
C5 Studios Final Report 2023-24
Eastside Student Center Final Report 2023-24

Background/History:
Grantees are required to provide a final report for City Council review following completion of their grant project. During FY 2023-24, six grant agreements were executed and five grantees submitted project related expenses for reimbursement. All of the five grantees that submitted expenses for reimbursement submitted a final report for council review.

Analysis/Discussion:
No pertinent analysis provided at this time.

Economic Impacts:
The economic impacts of the FY 2023-24 Grant in Support Program are detailed in the individual final reports from each grantee.

Budget Impacts:
There are no budgetary impacts relating to the review of the FY 2023-24 Grant in Support Program grantee final reports.

Legal Review:
Legal review is not necessary for this agenda item.

Recommended Action:
City Council to review the final reports from participating grantees.

Approved By: Ethan Aukee 10/14/2024
Approved By: Robin Picken

Approved By: Deston Dishion 10/14/2024
Approved By:

CITY OF BISHOP 2023-2024 GRANT IN SUPPORT FINAL REPORT

ALTRUSA INTERNATIONAL OF THE EASTERN SIERRA

REDO OF THE BISHOP POLICE DEPARTMENT MURAL

A. SERVICES PROVIDED:

This project replaced a deteriorating mural on the east side of the Bishop Police Department Building. The new mural honors the lives of two fallen heroes of the PD, Richard Perkins and Mike Mairs. (Pictures attached of the old mural.)

B. PROJECT GOALS:

1 - To replace an outdated and damaged mural

2 - To create a new mural which offers a more positive narrative of community service

Both goals were achieved with great success! The wall has been repaired and the new mural, created by local artist Dave Titus, is a vibrant mural in a contemporary style that honors and celebrates Officers Richard Perkins and Michael Mairs. During the recent mural dedication event held by Bishop PD the new mural was celebrated with community members and friends and families of the officers honored through the piece. The new mural, which expresses a narrative focused on community service, care and kindness was welcomed by Bishop PD Chief Derr in its reflection and honoring of two officers who, according to all who knew them, were exemplary police officers whose commitment to their community came across through their words and actions in all situations. (Pictures attached of the new mural.)

The mural has been received well by the community and many members of the community have shared their appreciation for this new piece of vibrant art in the downtown area of Bishop.

C. NUMBER SERVED BY THE GRANT:

The population of Bishop as well as the surrounding communities. Visitors to Bishop also have the opportunity to learn about our local community and area through Public Art.

Total number of City residents served: Approximately 4,000.
Total number of people served: 10,000-40,000

D. TOTAL EXPENDITURES: Please see attached documents. (There are four attachments with expense details and three pictures.)

Gail Swain
Club President
Altrusa of the Eastern Sierra

Existing/Damaged Mural



New Mural



CITY OF BISHOP | **2023-24**

Grant in Support

BIKE PARK - FINAL REPORT

*Final Reports can now be submitted online at cityofbishop.com/grants.

Name of Organization BISHOP AREA BIKE ORGANIZATION

Project Title BISHOP BIKE PARK

A. SERVICES PROVIDED – Describe the project/program or services provide and how it benefitted the community. From the evaluation method used to measure the success of the project/program implemented, describe the outcome and its impact on the community.

The bike park is an ongoing project. It currently includes a small pump track for little kids on strider bikes, a medium pump track for all users, several wooden skinnies used to practice balance and bike control, three wooden drops with ramps to practice steep roll-ins or dropping to a landing, three sets of intermediate to advanced dirt tabletop jumps and two sets of wooden lipped beginner to intermediate jumps allowing for progression of jumping skills. The project has benefited the community by adding a variety of bike related features to the City Park, thereby adding to the overall interest and usability of the public space. The bike park benefits children, as well as riders of all ages, providing a place to play, exercise, improve skills and try new features.

B. PROJECT GOALS – Describe how the project/program achieved the goals and objectives identified in the submitted funding application.

With the grant funding provided, we achieved our goal of constructing six new wooden jumps thereby adding to the interest and variety we are striving for in the bike park. These wooden jump features have the benefit of lower maintenance than dirt jumps and they offer a good progression of skills from easy to difficult, which is a key component of the bike park.

C. NUMBER SERVED BY GRANT – Describe the target population served by the project/program, and the number of City residents as well as the total number of people served by the grant funds during the reporting period.

The target population served by the project will be anybody, young to old, who likes to ride a bike and wants to play and improve their bike handling skills. We anticipate similar user numbers to other facilities in the City Park such as the skate park and the tennis courts. The Bike Park will also serve a portion of the many visitors who vacation in the area and bring their bikes with them, often stopping in Bishop to buy groceries and gas and who would spend an hour or so riding around the Bike Park before going on their way. Since the park is open to the public we don't have an accurate number of people served, but based on observed use we estimate that weekly users number in the dozens. During the reporting period, the total number of people served is in the hundreds if not thousands, including repeat users.

Total number of City residents served: _____1000s_____

Total number of people served: _____1000s_____

D. TOTAL EXPENDITURES – Describe in detail how the grant funds received were spent.

The grant funding was used to purchase lumber and hardware to construct six wooden jumps built and installed using unpaid volunteer labor.

E. ATTACHEMENTS:

- ☐ **Invoices/receipts** – Attach copies of invoices for ALL expense invoices paid by City grant funds as outlined in the project line item budget.
- ☐ **Color photograph(s) -** Attach one (1) to three (3) photographs of the program for which grant was awarded.

CITY OF BISHOP GRANT IN SUPPORT - 2024
PROJECT: BISHOP BIKE PARK
Bishop Area Bike Organization (BABO)
CLAIM FOR REIMBURSEMENT #1

AWARD AMOUNT		**$**	**4,000.00**
DESCRIPTION	**DATE**		**AMOUNT**
LUMBER (HCL)	1/27/2024	$	105.01
LUMBER & HARDWARE (HCL)	1/27/2024	$	535.54
CONCRETE (HCL)	3/4/2024	$	169.49
HARDWARE (HCL)	3/7/2024	$	74.84
LUMBER (HCL)	3/9/2024	$	116.79
LUMBER (HCL)	5/25/2024	$	262.56
HARDWARE (HCL)	5/25/2024	$	135.88
LUMBER & HARDWARE (HCL)	5/26/2024	$	221.20
LUMBER (HCL)	5/28/2024	$	206.26
LUMBER (HCL)	5/31/2024	$	316.92
TOTAL REIMBURSEMENT REQUEST #1		**$**	**2,144.49**
AMOUNT REMAINING		$	1,855.51

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

1/27/24 1:03PM SF 552 SALE

261PT 16 LF $2.99 LF
2x6 LF PRESSURE TREATED FIR $47.84

448PT 2 EA $23.99 EA
4X4X8 BROWNTONE TREATED FIR $47.98

2612DF 5 PC $1.13 LF
2x6x12 #2 & BTR S4S DougF $67.80

8TUBE 12 PE $4.69 PE
8" FORMING TUBE LN $56.28

H230095 1 BX $36.99 BX
HX LAG SCRW Z 3/8X4 50 $36.99

H48592 1 EA $35.99 EA
5LB PP INTERIOR 9X3 $35.99

PB44 2 EA $12.96 EA
PB44 SIMPSON $25.92

PB66 2 EA $24.42 EA
PB66 SIMPSON $48.84

66LT 2 EA $61.09 EA
6X6 8' TREATED LANDSCAPE TIMB $122.18

SUB-TOTAL:$ 489.82 TAX: $ 45.72
TOTAL: $ 535.54
BC AMT: $ 535.54

BK CARD#: XXXXXXXXXXXX2325
MID:*******0888 TID:***3303
AUTH: 09411D AMT: $ 535.54
Host reference #:884559 Bat#

Authorizing Network: VISA

Chip Read
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0080008000
IAD : 0602120360A002
TSI : E800
ARC : 00
MODE : Issuer
CVM :

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

1/27/24 2:13PM TM 550 SALE

261PT 32 LF $2.99 LF
2x6 LF PRESSURE TREATED FIR $95.68

SUB-TOTAL:$ 95.68 TAX: $ 9.33
TOTAL: $ 105.01
BC AMT: $ 105.01

BK CARD#: XXXXXXXXXXXX2325
MID:*******0888 TID:***3303
AUTH: 00689D AMT: $ 105.01
Host reference #:884802 Bat#

Authorizing Network: VISA

Chip Read
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0080008000
IAD : 06021203602002
TSI : E800
ARC : 00
MODE : Issuer
CVM :
Name : CHASE VISA
ATC : 00C4
AC : 8DE61CCE3FFBBD19
TxnID/ValCode: 129702

Bank card USD$ 105.01

==>> JRNL# I84802
CUST NO:*90171

THANK YOU HENRY SCHOBER
FOR YOUR PATRONAGE
ACE REWARDS ID # 19707415398

LUD 1% CA LUMBER SA .96
BIN CITY OF BISHOP 8.37

Acct: PATRICIA LEW

Customer Copy

BABO
City Bishop Grant 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

3/9/24 10:44AM DK 550 SALE

2612DF 2 PC $1.13 LF
2x6x12 #2 & BTR 946 DougF $27.12

261FT 16 LF $2.99 LF
2x6 LF PRESSURE TREATED FIR $47.84

8TUBE 6 PE $5.29 PE
8" FORMING TUBE LN $31.74

SUB-TOTAL:$ 106.70 TAX: $ 10.09
TOTAL: $ 116.79
BC AMT: $ 116.79

BK CARD#: XXXXXXXXXXX4097
MID:*******0888 TID:***3303
AUTH: 024556 AMT: $ 116.79
Host reference #:910963 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000041604
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0008
AC : 105EBA4B69BD6122
TxnID/ValCode: 144453

Bank card USD$ 116.79

==>> JRNL# J10963
CUST NO:*90171
ACE REWARDS ID # 19707415398

LU1 1% CA LUMBER SA .75
BIN CITY OF BISHOP 6.56
BIN CITY OF BISHOP 2.78

Acct: PATRICIA LEW

BABO CITY GRANT
2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

3/7/24 11:58AM TO 553 SALE

1804251 2 EA $9.99 EA
MARKING PAINT WB FL ORN $19.98

PB66 2 EA $24.42 EA
PB66 SIMPSON $48.84

SUB-TOTAL:$ 68.82 TAX: $ 6.02
TOTAL: $ 74.84
BC AMT: $ 74.84

BK CARD#: XXXXXXXXXXX4097
MID:*******0888 TID:***3303
AUTH: 048706 AMT: $ 74.84
Host reference #:909657 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000041471
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0007
AC : CC7BA7FF7BD4EDB6
TxnID/ValCode: 143686

Bank card USD$ 74.84

==>> JRNL# J09657
CUST NO:*90171
ACE REWARDS ID # 19707415398

Acct: PATRICIA LEW

Customer Copy

BABO CITY BISHOP GRANT
2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873 5874

3/4/24 5:17PM DK 552 SALE

90CMIX 15 SK $10.39 SK
90# CONCRETE MIX $155.85

HH11036 1 EA .00 EA *N
Promotion 115 $N/C

SUB-TOTAL:$ 155.85 TAX: $ 13.64
TOTAL: $ 169.49
BC AMT: $ 169.49

BK CARD#: XXXXXXXXXXX4097
MID:*******0888 TID:***3303
AUTH: 01855G AMT: $ 169.49
Host reference #:907909 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000041471
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0004
AC : 4ECDB05DFFEEB4C0
TxnID/ValCode: 142710

Bank card USD$ 169.49

==>> JRNL# J07909
CUST NO:*90171
ACE REWARDS ID # 19707415398

Acct: PATRICIA LEW

Customer Copy

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

5/25/24 1:04PM IG 552 SALE

261PT 16 LF $1.59 LF
2x6 LF PRESSURE TREATED FIR $25.44

2820DF 2 PC $1.30 LF
2x8x20 #2 & BTR S4S DougF $52.00

2812DF 2 PC $1.30 LF
2x8x12 #2 & BTR S4S DougF $31.20

268DF 3 PC $1.11 LF
2x6x8 #2 & BTR S4S DougF $26.64

2612DF 1 PC $1.13 LF
2x6x12 #2 & BTR S4S DougF $13.56

2610DF 8 PC $1.13 LF
2x6x10 #2 & BTR S4S DougF $90.40

SUB-TOTAL:$ 239.24 TAX: $ 23.32
TOTAL: $ 262.56
BC AMT: $ 262.56

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 02952G AMT: $ 262.56
Host reference #:973025 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043477
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0025
AC : 6114BEC23AA76880
TxnID/ValCode: 181809

Bank card USD$ 262.56



==>> JRNL# J73025
CUST NO:*90171
ACE REWARDS ID # 19707415398

LU1 1% CA LUMBER SA 2.39
BIN CITY OF BISHOP 20.93

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

5/25/24 3:19PM DB 553 SALE

H48932 4 BX $23.99 BX
PP BOX STRUCTURAL LAG 1/4X4 $95.96

H48934 1 BX $28.99 BX
PP BOX STRUCTURAL LAG 1/4X4 $28.99

SUB-TOTAL:$ 124.95 TAX: $ 10.93
TOTAL: $ 135.88
BC AMT: $ 135.88

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 08102G AMT: $ 135.88
Host reference #:973245 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043477
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0026
AC : E2A03188FAB4C593
TxnID/ValCode: 181974

Bank card USD$ 135.88



==>> JRNL# J73245
CUST NO:*90171
ACE REWARDS ID # 19707415398

Acct: PATRICIA LEW

Customer Copy

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

5/26/24 11:36AM JB 554 SALE

H48597 1 EA $14.49 EA
STAR 1000HR DECK 8X2 1LB $14.49

H48594 1 CT $14.49 CT
1LB PP INTERIOR 8X1-1/4 $14.49

H48603 1 EA $16.99 EA
STAR 1000HR DEK 10X3 1/2 1LB $16.99

H48599 1 EA $14.49 EA
STAR 1000HR DECK 9X2 1/2 1LB $14.49

H48595 1 EA $14.99 EA
1LB PP EXTERIOR 8X1 1/2 $14.99

H48596 1 EA $14.99 EA
STAR 1000HR DECK 8X1 3/4 1LB $14.99

H48598 1 EA $10.49 EA
STAR 1000HR DECK 9X2 1/4 $10.49

H48611 1 EA $53.99 EA
STAR 1000HR DECK 9X3 $53.99

2610DF 2 PC $1.13 LF
2x6x10 #2 & BTR S4S DougF $22.60

261PT 16 LF $1.59 LF
2x6 LF PRESSURE TREATED FIR $25.44

SUB-TOTAL:$ 202.96 TAX: $ 18.24
TOTAL: $ 221.20
BC AMT: $ 221.20

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 09135G AMT: $ 221.20
Host reference #:973566 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000000043477
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0027
AC : 18E80963E59C8CEB
TxnID/ValCode: 182220

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

5/28/24 5:52PM CLN 554 SALE

261PT 32 LF $1.59 LF
2x6 LF PRESSURE TREATED FIR $50.88

268DF 5 PC $1.11 LF
2x6x8 #2 & BTR S4S DougF $44.40

2610DF 7 PC $1.13 LF
2x6x10 #2 & BTR S4S DougF $79.10

2612DF 1 PC $1.13 LF
2x6x12 #2 & BTR S4S DougF $13.56

SUB-TOTAL:$ 187.94 TAX: $ 18.32
TOTAL: $ 206.26
BC AMT: $ 206.26

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 07660G AMT: $ 206.26
Host reference #:974778 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000000043477
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0028
AC : C3877E926864EEAE
TxnID/ValCode: 183074

Bank card USD$ 206.26

==>> JRNL# J74778
CUST NO:*90171
ACE REWARDS ID # 19707415398

LU1 1% CA LUMBER SA 1.88
BIN CITY OF BISHOP 16.44

Acct: PATRICIA LEW

Customer Copy

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

5/31/24 12:27PM IG 554 SALE

26120F	2	PC	$1.13 LF
2x6x12 #2 & BTR	S4S DougF		$27.12
2680F	4	PC	$1.11 LF
2x6x8 #2 & BTR	S4S DougF		$35.52
2610DF	2	PC	$1.13 LF
2x6x10 #2 & BTR	S4S DougF		$22.60
261PT	128	LF	$1.59 LF
2x6 LF PRESSURE TREATED FIR			$203.52

SUB-TOTAL:$ 288.76 TAX: $ 28.16
TOTAL: $ 316.92
BC AMT: $ 316.92

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 01166G AMT: $ 316.92
Host reference #:977343 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE512000000000000000000043477
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0029
AC : 74BA9F3CA7F33976
TxnID/ValCode: 184573

Bank card USD$ 316.92

==>> JRNL# J77343
CUST NO:*90171
ACE REWARDS ID # 19707415398

LOT	1% CA LUMBER SA	2.89
BIN	CITY OF BISHOP	25.27

Acct: PATRICIA LEW

Customer Copy

CITY OF BISHOP GRANT IN SUPPORT - 2024
PROJECT: BISHOP BIKE PARK
Bishop Area Bike Organization (BABO)
CLAIM FOR REIMBURSEMENT #2

AWARD AMOUNT		**$**	**4,000.00**
DESCRIPTION	**DATE**		**AMOUNT**
LUMBER (HCL)	6/5/2024	$	261.64
LUMBER & HARDWARE (HCL)	6/12/2024	$	553.86
LUMBER (HCL)	6/15/2024	$	239.04
LUMBER & HARDWARE (HCL)	6/24/2024	$	768.55
TOTAL REIMBURSEMENT REQUEST #2		**$**	**1,823.09**
REIMBURSEMENT #1		$	2,144.49
AMOUNT REMAINING		$	32.42

BABO City Grant 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

6/12/24 4:49PM TB 554 SALE

H48611	1	EA	$53.99	EA
STAR 1000HR DECK 9X3				$53.99
2610DF	16	PC	$1.13	LF
2x6x10 #2 & BTR		S4S	DougF	$180.80
2612DF	1	PC	$1.13	LF
2x6x12 #2 & BTR		S4S	DougF	$13.56
268DF	6	PC	$1.11	LF
2x6x8 #2 & BTR		S4S	DougF	$53.28
261PT	128	LF	$1.59	LF
2x6 LF PRESSURE TREATED FIR				$203.52

SUB-TOTAL:$ 505.15 TAX: $ 48.71
TOTAL: $ 553.86
BC AMT: $ 553.86

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 08335G AMT: $ 553.86
Host reference #:988395 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043782
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0030
AC : 0A8D392135ABC9A2
TxnID/ValCode: 191878

Bank card USD$ 553.86

==>> JRNL# J88395
CUST NO:*90171
ACE REWARDS ID # 19707415398

BIN	CITY OF BISHOP	4.72
LU1	1% CA LUMBER SA	4.51
BIN	CITY OF BISHOP	39.48

Acct: PATRICIA LEW

BABO City Bishop Grant 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

6/5/24 4:47PM SF 554 SALE

2610DF	10	PC	$1.13	LF
2x6x10 #2 & BTR		S4S	DougF	$113.00
2612DF	1	PC	$1.13	LF
2x6x12 #2 & BTR		S4S	DougF	$13.56
268DF	4	PC	$1.11	LF
2x6x8 #2 & BTR		S4S	DougF	$35.52
261PT	48	LF	$1.59	LF
2x6 LF PRESSURE TREATED FIR				$76.32

SUB-TOTAL:$ 238.40 TAX: $ 23.24
TOTAL: $ 261.64
BC AMT: $ 261.64

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 01365G AMT: $ 261.64
Host reference #:982039 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043644
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :002E
AC : 6DDF5FF1112C4C81
TxnID/ValCode: 187802

Bank card USD$ 261.64

==>> JRNL# J82039
CUST NO:*90171
ACE REWARDS ID # 19707415398

LU1	1% CA LUMBER SA	2.38
BIN	CITY OF BISHOP	20.86

Acct: PATRICIA LEW

Customer Copy

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

6/24/24 9:43AM JB 554 SALE

H48611 1 EA $53.99 EA
STAR 1000HR DECK 9X3 $53.99

H48932 1 BX $23.99 BX
PP BOX STRUCTURAL LAG 1/4X4 $23.99

H48940 1 BX $47.99 BX
PP BOX STRUCTURAL LAG 1/4X6 $47.99

448PT 10 EA $22.99 EA
4X4X8 BROWNTONE TREATED FIR $229.90

66LT 4 EA $64.19 EA
6X6 8' TREATED LANDSCAPE TIMB $256.76

268DF 10 PC $1.11 LF
2x6x8 #2 & BTR S4S DougF $88.80

SUB-TOTAL:$ 701.43 TAX: $ 67.12
TOTAL: $ 768.55
BC AMT: $ 768.55

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 09477G AMT: $ 768.55
Host reference #:997134 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043936
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0035
AC : 23AB40CD445634BF
TxnID/ValCode: 197584

Bank card USD$ 768.55

==>> JRNL# J97134
CUST NO:*90171
ACE REWARDS ID # 19707415398

BIN CITY OF BISHOP 11.02
LU1 1% CA LUMBER SA 5.75
BIN CITY OF BISHOP 50.35

BABO CITY GRANT 2024

THANK YOU FOR SHOPPING AT
HIGH COUNTRY LUMBER
(760) 873-5874

6/15/24 5:02PM BK 553 SALE

2612DF 1 PC $1.13 LF
2x6x12 #2 & BTR S4S DougF $13.56

2610DF 12 PC $1.13 LF
2x6x10 #2 & BTR S4S DougF $135.60

268DF 2 PC $1.11 LF
2x6x8 #2 & BTR S4S DougF $17.76

261PT 32 LF $1.59 LF
2x6 LF PRESSURE TREATED FIR $50.88

SUB-TOTAL:$ 217.80 TAX: $ 21.24
TOTAL: $ 239.04
BC AMT: $ 239.04

BK CARD#: XXXXXXXXXXXX4097
MID:********0888 TID:***3303
AUTH: 07198G AMT: $ 239.04
Host reference #:991080 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 1F43FE5120000000000000000043936
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : Visa Credit
ATC :0032
AC : 7FACCA112C40C743
TxnID/ValCode: 193623

Bank card USD$ 239.04

==>> JRNL# J91080
CUST NO:*90171
ACE REWARDS ID # 19707415398

LU1 1% CA LUMBER SA 2.18
BIN CITY OF BISHOP 19.06

Acct: PATRICIA LEW

Customer Copy



June 27, 2024

City of Bishop
377 West Line Street
Bishop CA 93514

Grant In Support

Regarding: 2021/2022 Grant-In-Support Program

Dear Ethan Aukee:

On behalf of the Board of Directors, I want to thank you for your continued support of Laws Railroad Museum and Historical Site.

Attached please find:
- Grant In Support Final Report
- Agreement with Attachment A
  - Certificate of Liability Insurance
  - Proof of Workers Compensation Insurance Coverage
  - Form W9
- Supporting Documents

Should you have any questions or need further information, please feel free to call on us at any time.

Sincerely:

Raven Angeles

Bishop Museum & Historical Society
Administrator

Bishop Museum & Historical Society
dba Laws Railroad Museum & Historical Site
PO Box 363 Bishop CA 93515
(760) 873-5950
LawsRailroadMuseum@gmail.com

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

November 30, 2023

Raven Angeles
Bishop Museum and Historical Society
PO Box 363
Bishop, CA 93515

Dear Raven,

The City of Bishop hereby awards you a Grant-in-Support Award in the amount of $8,000 in support for the project as described in your proposal titled, "Wells Fargo Timelines Through History". The amount of the award is in accordance with the following budget:

$ 4,000.00 – Materials (Interior)
$ 4,000.00 – Display Enhancements

Total: $ 8,000.00

This award is effective November 30, 2023, and expires June 30, 2024.

The terms and conditions of this award are outlined in the attached Grant Agreement, which will need to be returned and signed by December 31st, 2023.

Entitlement of these funds is subject to the provisions outlined in the Grant in Support FY 23.24 Information Packet. You must inform the City of Bishop of any changes that may affect the determination of the above noted budget.

The City of Bishop congratulates you on your award and wishes you the best on your project.

Please contact us if you have any questions at eaukee@cityofbishop.com or 760-873-5863 ext. 123.

Sincerely,

Deston Dishion
City Administrator

Enclosures
CC: Mr. Dean Pucci

AGREEMENT BETWEEN CITY OF BISHOP AND BISHOP MUSEUM AND HISTORICAL SOCIETY FOR PROVISION OF GRANT-IN-SUPPORT PROGRAM SERVICES

INTRODUCTION

This Agreement is entered into this 30th day of November, by and between the City of Bishop, hereinafter referred to as "City", and Bishop Museum and Historical Society, hereinafter referred to as "Applicant".

WHEREAS, City desires to sponsor and support activities of a cultural, artistic, economic enhancement and educational nature for the benefit of the City's residents and;

WHEREAS, Applicant has requested City funding to conduct a program, service or event to provide the activity described in Attachment A, attached hereto and by reference incorporated herein;

WHEREAS, said program, service or event will be available to City residents as is described in Attachment A, thereby serving a public purpose;

NOW, THEREFORE, City and Applicant, in consideration of the mutual benefits, promises, covenants, terms, and conditions hereinafter contained, do agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF SERVICES/SUPPORT.

The Applicant will furnish, provide, and conduct the program, service, event, or activity (herein after referred to as "Project") which is described in Attachment A, attached hereto and by reference incorporated herein.

The Applicant will furnish, provide, and conduct such program, service, event, or activity in the manner and by the means set forth in Attachment A, and in a manner consistent with the requirements and standards established by applicable federal, state, and local laws, ordinances, regulations, and resolutions Such laws, ordinances, regulations, and resolutions include, but are not limited to, those which are referred to in this Agreement, including any Attachments thereto.

Applicant agrees to diligently and promptly pursue the completion of the Project, and to complete the Project within seven months from the date of this Agreement.

2. LIMITATIONS ON USE OF FUNDS.

Prohibition against Lobbying and Campaigning. None of the funds provided by the City to Applicant under this Agreement may be used, directly or indirectly, by Applicant, any

of its agents, officers, or employees to lobby any Federal officer or employee, member of Congress, State officer or employee, member of the State Legislature, any officer, employee or member of any governing or advisory body of any local government agency, or special district within the State of California or any other state on any issue whatsoever. Further, none of the funds provided by the City to Applicant under this Agreement may be used, directly or indirectly, by Applicant, any of its agents, officers or employees to campaign for or against any candidate for any federal, state, or local office, or to campaign for or against any measure appearing on any state or local ballot.

3. TERM.

The term of this Agreement shall be from November 30, 2023 to June 30, 2024 unless sooner terminated as provided below.

4. CONSIDERATION.

A Compensation. City agrees to pay, as set forth below, a sum not to exceed $8,000 dollars, to Applicant for the purpose of funding the aforesaid Project as a community program, service, event, or activity available to the public or which will be a public benefit.

B. No Additional Consideration. Except as expressly provided in this Agreement, Applicant shall not be entitled to, nor receive, from City, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Applicant shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

C. Limit Upon Amount Payable Under Agreement. The total sum of all payments made by the City to Applicant under this Agreement shall not exceed $8,000. (hereinafter referred to as "contract limit"). City expressly reserves the right to deny any payment or reimbursement requested by Applicant which is in excess of the contract limit.

D. Billing and Payment. Payments to Applicant of the sum provided for in this Agreement shall be made in accordance with the following procedure and subject to the following conditions:

(1) After the City Council has formally adopted the City's final budget for the fiscal year in which funding for this Agreement has been appropriated, the Applicant shall submit to the City an itemized claim for the obligations and expenditures incurred by Applicant which were authorized by the Scope of Work and Budget set forth in Attachment A. No claim shall be submitted or paid under this Agreement until after the City Council adopts the City's final budget. No claim shall be submitted or paid under

this Agreement until after the Applicant actually incurs the obligations or expenditures claimed.

(2) As allowed in subparagraph (1) above, claims may be submitted anytime after an obligation has been incurred or encumbered; however, the final claim for expense reimbursement must be made no later than three months after the end of the Agreement term. Claims will identify the date on which the obligation, encumbrance, or expenditure was incurred and describe the nature of each encumbrance, obligation or expenditure in sufficient detail so as to establish such encumbrance, obligation, or expenditure was authorized in the Scope of Work and Budget set forth as Attachment A. Applicant must submit evidence (proof) of an expenditure, encumbrance, or obligation when the claim for reimbursement is made. Additionally, it may become necessary for the City Administrator to review the original vouchers or invoices for which the claims are made. The Applicant will submit original invoices upon request by the City Administrator. Upon request by the City Administrator, the original invoices must substantiate each item for which claim is made and shall show the budget category to which each expenditure, encumbrance, or obligation is chargeable.

(3) Upon receipt of a claim prepared and filed as provided above, the City Administrator shall review said claim. If the claim is properly prepared and substantiated, is for authorized obligations and expenditures incurred by Applicant under the terms of this Agreement, and is otherwise proper and in order for payment, the City Administrator shall, subject to the requirement of subsection 4 below, approve said claim. Upon approval of a claim by the City Administrator, the City shall issue a check made payable to Applicant. Checks will be mailed to the address of the Applicant set forth in paragraph 24.

(4) Approval of claims by the City Administrator will be contingent upon certification that the Applicant is in full compliance with all the provisions of this Agreement, and all previous Agreements between the City and Applicant under the Grant-In-Support Program, with regard to the requirements for the Applicant to provide the City with reports and other documentation.

(5) No claim shall be filed or approved which is not prepared and substantiated as provided in this Agreement. Applicant agrees that no obligation shall be incurred by Applicant and no claim shall be prepared or approved which is for obligations and expenditures not actually incurred by the Applicant or which are not authorized under the terms of this Agreement, including but not limited to, the purchase of fixed assets.

(6) The City Administrator shall make reasonable efforts to pay such claims as are approved as certified provided above, within thirty (30) days after receipt of said claims.

(7) Applicant shall indemnify and hold City harmless from any liability or damage resulting from any failure to make, withholding, or delay in making payments.

(8) Applicant agrees to abide by all laws, regulations and requirements applicable to the expenditure of City Grant Funds, including, but not limited to, the audit of the expenditure of these funds for compliance with such laws, regulations, and requirements, with all labor laws and regulations pertinent to public funds, and further, to assure compliance with the anti-discrimination provisions of the law, including City Ordinances.

E. Federal and State Taxes.

(1) Except as provided in subparagraph (2) below, City will not withhold any federal or state income taxes or social security from any payments made by City to Applicant under the terms and conditions of this Agreement.

(2) City will withhold California State income taxes from payments made under this Agreement to a non-California resident Applicant when it is anticipated that total annual payments to Applicant under this Agreement will exceed one thousand four hundred ninety-nine dollars ($1,499.00).

(3) Except as set forth above, City has no obligation to withhold any taxes or payments from sums paid by City to Applicant under this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Applicant. City has no responsibility or liability for payment of Applicant's taxes or assessments.

(4) The total amounts paid by City to Applicant, and taxes withheld from payments to a non- California resident if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board. To facilitate this reporting, Applicant shall complete and submit to the City an Internal Revenue Service (IRS) Form W-9 upon executing this Agreement.

5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.

A. Any licenses, certificates, or permits required by the federal, state, County, or municipal governments for Applicant to conduct the Project described in this Agreement must be procured by Applicant and be valid at the time Applicant enters into this Agreement or as otherwise may be required. Further, during the term of this Agreement, Applicant must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's license, professional licenses or certificates, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Applicant at no expense to the City. Applicant will provide City, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits which are required to conduct the Project identified in Attachment A. Where there is a dispute between Applicant and City as to what licenses, certificates, and permits are required to conduct the Project identified in Attachment A, City reserves the right to make such determinations for purposes of this Agreement.

B. Applicant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Applicant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: http://www.sam.gov.

6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.

Applicant shall provide such office space, supplies, equipment, vehicles, reference materials, and telephone service as is necessary for Applicant to conduct the Project identified in Attachment A to this Agreement. Unless expressly provided for the Scope of Work and Budget (Attachment A), City is not obligated to reimburse or pay Applicant for any expense or cost incurred by Applicant in procuring or maintaining such items. Unless expressly provided in the Scope of Work and Budget (Attachment A), responsibility for the costs and expenses incurred by Applicant in providing and maintaining such items is the sole responsibility and obligation of Applicant. Any supplies, equipment, vehicles, materials, etc., paid for by City under this Agreement are the personal property of City.

7. CITY PROPERTY.

A. Personal Property of City. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, etc. provided to Applicant by City pursuant to this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of City. Applicant will use reasonable care to protect, safeguard and maintain such items while they are in Applicant's possession. Applicant will be financially responsible for any loss or damage to such items, partial or total, which is the result of Applicant's negligence.

B. Products of Applicant's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Applicant's services or work under this Agreement remain, the sole and exclusive property of the City. At the termination of the Agreement, Applicant will convey possession and title to all such properties to City.

8. STATUS OF APPLICANT.

All acts of Applicant, its agents, officers, employees, and volunteers, relating to the performance of this Agreement, shall be performed as independent Applicants, and not as agents, officers, or employees of City.

Applicant, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of City. Except as expressly provided in Attachment A, Applicant has no authority or responsibility to exercise any rights or power vested in the City. No agent, officer, or employee of the Applicant is to be considered an employee of City. It is understood by both Applicant and City that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or a joint venture. As an independent Applicant:

A. Applicant shall determine the method, details, and means of conducting the Project described in Attachment A.

B. Applicant shall be responsible to City only for the requirements and results specified in this Agreement, and except as expressly provided in this Agreement, shall not be subjected to City's control with respect to the physical action or activities of Applicant in fulfillment of this Agreement.

C. Applicant, its agents, officers, employees, and volunteers are, and at all times during the term of this Agreement shall, represent and conduct themselves as independent Applicant, and not as employees of City.

10. INDEMNIFICATION.

Applicant shall indemnify, defend, and hold harmless the CITY, and its officers, employees and agents, from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the APPLICANT's performance of its obligations under this AGREEMENT or out of the operations conducted by APPLICANT, including the CITY's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the CITY. In the event the CITY indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from APPLICANT's performance of this AGREEMENT, the APPLICANT shall provide a defense to the CITY indemnitees or at the CITY's option, reimburse the CITY indemnities their costs of defense, including reasonable legal fees, incurred in defense of such claims.

Payment by CITY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between APPLICANT and CITY, as to whether liability arises from the sole negligence of the CITY or its officers, employees, or agents, APPLICANT will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating the CITY as solely negligent. APPLICANT will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

11. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No officer or employee of CITY will be personally liable to APPLICANT, in the event of any default or breach by the CITY or for any amount that may become due to APPLICANT.

12. INSURANCE

Without limiting APPLICANT's indemnification of CITY, and prior to commencement of Work, APPLICANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form that is satisfactory to CITY.

General liability insurance. APPLICANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. APPLICANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the APPLICANT arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. APPLICANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers' compensation insurance. APPLICANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

APPLICANT shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Other provisions or requirements

Proof of insurance. APPLICANT shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. APPLICANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by APPLICANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by APPLICANT shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by APPLICANT or CITY will withhold amounts sufficient to pay premium from APPLICANT payments. In the alternative, CITY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the CITY's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow APPLICANT or others providing insurance evidence in compliance with these

specifications to waive their right of recovery prior to a loss. APPLICANT hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). APPLICANT acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform APPLICANT of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the APPLICANT maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the APPLICANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. APPLICANT agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that APPLICANT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. APPLICANT agrees to ensure that its sub-consultants, sub-contractors, and any other party involved with the project who is brought onto or involved in the project by APPLICANT, provide the same minimum insurance coverage and endorsements required of APPLICANT. APPLICANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. APPLICANT agrees that

upon request, all AGREEMENTS with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

City's right to revise specifications. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the APPLICANT ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the APPLICANT, the CITY and APPLICANT may renegotiate APPLICANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. APPLICANT shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from APPLICANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. APPLICANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

13. SUBCONTRACTORS

Before APPLICANT retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, APPLICANT must:

A. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to CITY;

B. Present to the CITY the form of subcontract that will be used with the subcontractor for CITY's approval, which approval will not be unreasonably withheld. Such subcontract AGREEMENT must include an indemnity agreement that is generally in accord with the indemnity obligations contained in Paragraph 13 of this AGREEMENT and must specifically name the CITY as an indemnified party; and

C. Secure from the subcontractor evidence of insurance coverage that meets with this AGREEMENT including naming the CITY as an additional insured as required by this AGREEMENT, unless such requirement is waived in writing by the CITY Risk Manager as provided in Paragraph 17 below.

14. RECORDS AND AUDIT.

A. Records. Applicant shall prepare and maintain all records required by the various provisions of this Agreement, federal, state, and municipal law, ordinances,

regulations, and directions. Applicant shall maintain these records for a minimum of four (4) years from the termination or completion of this Agreement. Applicant may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, microphotographs, or other authentic reproduction of such records.

B. Inspections and Audits. Any authorized representative of City shall have access to any books, documents, papers, records, including, but not limited to, financial records of Applicant, which City determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Applicant. Further, City has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement and further, to submit to the City Administrative Officer a written report upon completion of the Project detailing the record of expenditures under this Agreement.

C. Records. Applicant agrees to provide to the Bishop City Council a mid-year progress report as well as a final year-end report. Both the mid-year and final reports will provide the information set forth in the GIS Program Report Format Guidelines.

15. SUBMISSION OF BUDGET - BUDGET ACCOUNTABILITY.

Prior to the execution of this Agreement by City, Applicant shall submit to the City's GIS Program and to City's Auditor/Controller, for their review and approval, a Scope of Work and Budget showing Applicant's proposed expenditures in conducting the Project and containing a breakdown of said expenditures by major categories and sub-categories. Said budget shall be a part of Attachment A. Applicant shall not obligate or expend funds for purposes other than those shown in the approved Scope of Work and Budget which is attached to this Agreement as Attachment A.

16. NONDISCRIMINATION.

During the performance of this Agreement, Applicant, its agents, officers, employees, and volunteers shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or applicant for employment, or person receiving services under this Agreement, because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex. Applicant and its agents, officers, employees, and volunteers shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Applicant shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said act.

17. ASSIGNMENT.

This is an agreement for the services of Applicant. City has relied upon the skills, knowledge, experience, and training of Applicant as an inducement to enter into this Agreement. Applicant shall not assign or subcontract this Agreement, or any part of it, without the express written consent of City. Further, Applicant shall not assign any monies due or to become due under this Agreement without the prior written consent of City.

18. DEFAULT.

If the Applicant abandons the Project or fails to proceed with the Project in a timely manner or fails in any way as required to conduct the Project as required, City may declare the Applicant in default and terminate this Agreement upon five (5) days written notice to Applicant. Upon such termination City will pay to Applicant all sums owed it for services and work authorized in the Scope of Work and Budget (Attachment A) which were satisfactorily performed before the date of termination.

19. WAIVER OF DEFAULT.

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph twenty-three (23) below.

20. CONFIDENTIALITY.

Applicant further agrees to comply with the various provisions of the federal, state, and City laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Applicant in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Applicant agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Applicant only with the express written consent of the City. Any disclosure of confidential information by Applicant without the City's written consent is solely and exclusively the legal responsibility of Applicant in all respects.

21. CONFLICTS.

Applicant agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its performance of the Project as described in this Agreement. Additionally, the Applicant, during the term of this Agreement, agrees not to advise or represent any person, corporation, or entity with a claim or cause of action against the City of Bishop, its officers, agents or employees, and Applicant agrees not to file, maintain, or assist in any way with new or existing litigation against the City, its officers, agents, or employees.

22. POST AGREEMENT COVENANT.

Applicant agrees not to use any confidential, protected, or privileged information which is gained from the City under this Agreement, for any personal benefit, gain, or enhancement. Further, Applicant agrees for a period of two years after the termination of this Agreement, not to seek or accept any employment with any entity, association, corporation, or person who, during the term of this Agreement, has had an adverse or conflicting interest with the City, and concerning such, Applicant by virtue of this Agreement has gained access to the City's confidential, privileged, protected, or proprietary information.

23. SEVERABILITY.

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or City statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

24. FUNDING LIMITATION.

The ability of City to enter this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, City has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Applicant of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph twenty¬ three (23 Amendment).

25. AMENDMENT.

This Agreement may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change is in written form and executed with the same formalities as this Agreement, and attached to the original Agreement to maintain continuity.

26. NOTICE.

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Applicant or City shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

Attn: City Administrator
City of Bishop
377 W. Line Street
Bishop, CA 93514

Attn: Raven Angeles
Bishop Museum and Historical Society
PO Box 363
Bishop, CA 93515

27. ENTIRE AGREEMENT.

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless the same be in writing executed by the parties hereto.

AGREEMENT BETWEEN CITY OF BISHOP AND BISHOP MUSEUM AND HISTORICAL SOCIETY FOR PROVISION OF GRANT-IN-SUPPORT PROGRAM SERVICES

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS 30th DAY OF NOVEMBER 2023.

CITY OF BISHOP

By: _____ Date: _____
Deston Dishion, City Administrator

BISHOP MUSEUM AND HISTORICAL SOCIETY

By: Raven Angeles Date: Dec. 1, 2023
Raven Angeles

95-2408625
Taxpayer Identification Number

APPROVED AS TO FORM

By: _____
Dean Pucci, City Attorney

ATTACHMENT A

AGREEMENT BETWEEN CITY OF BISHOP AND BISHOP MUSEUM AND HISTORICAL SOCIETY FOR PROVISION OF GRANT-IN-SUPPORT PROGRAM SERVICES

TERM:

FROM: November 30, 2023 TO: June 30, 2024

SCOPE OF WORK AND BUDGET:

1. Funded Activities/Service (Grant-in-Support):

   Listed in Project Proposal Narrative

Funded Costs: $ 8,000

Total Funded Costs $ 18,000

Proof of Insurance

- Liability
- Workers Compensation and Employers Liability
- Auto

BISHMUS-01 YGOWDA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/4/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0C36861
Irvine-Alliant Insurance Services, Inc.
18100 Von Karman Ave 10th Fl
Irvine, CA 92612

CONTACT NAME: Patricia K Guisler
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS: pguisler@alliant.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Great American E & S Insurance Company	37532
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
BISHOP MUSEUM AND HISTORICAL SOCIETY DBA LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP, CA 93515

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR			214520006	9/29/2023	9/29/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X GL DED: $1,000						MED EXP (Any one person)	$ 0
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 0
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			214520006	9/29/2023	9/29/2024	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
	X AUTO DED: $1,000						UM/UIM LIMIT	$ 1,000,000
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Nonprofit D&O			214520006	9/29/2023	9/29/2024	Occurrence/Aggregate	1,000,000
A	Employment Practices			214520006	9/29/2023	9/29/2024	Occurrence/Aggregate	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Remove 50' Railroad Exclusion

Nonprofit Directors & Officers Deductible - $1,000
Employment Practices Deductible - $10,000

Nose Coverage – Retro Date: 11/20/2002
D&O - $1,000,000 Limit with a $10,000 deductible
SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

EVIDENCE OF COVERAGE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: BISHMUS-01 YGOWDA

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	License # 0C36861	NAMED INSURED
Irvine-Alliant Insurance Services, Inc.		BISHOP MUSEUM AND HISTORICAL SOCIETY DBA LAWS RAILROAD MUSEUM & HISTORICAL SITE P.O. BOX 363 BISHOP, CA 93515
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Employment Practices - $1,000,000 with a $10,000 deductible

Manuscript Municipal Coverage Form. Coverage information as per proposal. Policy form does not contain a General Liability Aggregate. Subject to policy terms, conditions and exclusions.

Notice of cancellation will be delivered only to the participating named insured as stated in Item 1 of the Participation Endorsement.

Carriers on Policy:
Great American E&S Insurance Company – 85%
StarStone Specialty Insurance Company – 15%

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EMPLOYERS®

EMPLOYERS PREFERRED INS. CO.
A Stock Company

Workers' Compensation and Employers Liability Insurance Policy

Policy Number	Policy Period From	To
EIG 2734123 05	11/04/2023	11/04/2024
	12:01A.M. Standard Time at the address of the insured as stated herein	

Transaction

RENEWAL DECLARATIONS

NCCI Carrier # 31283 **WCIRB CARRIER#** 00920 **PRIOR POLICY NUMBER** EIG273412304

1. Named Insured and Address	Agent
BISHOP MUSEUM AND HISTORICAL S LAWS RAILROAD MUSEUM & HISTORI PO BOX 363 BISHOP CA 93515-0363	ROBERT BEACH & ASSOC INS AGY 1380064 VP CUSTOM INS SOLUTIONS 686 WEST LINE STREET BISHOP, CA 93514 Telephone: 7608736375

Customer #	Carrier #	FEIN #	Risk ID #	Entity of Insured
	31283	952408625		ALL OTHER

Additional Locations:

2. The Policy Period is from 11/04/2023 to 11/04/2024 12:01 a.m. Standard Time at the Insured's mailing address.

3. A. Workers Compensation Insurance: Part ONE of the policy applies to the Workers Compensation Law of the states listed here: CA

B. Employers Liability Insurance: Part TWO of the policy applies to work in each state listed in Item 3A. The limits of our liability under Part TWO are:

Bodily Injury by Accident	$	1,000,000	each accident
Bodily Injury by Disease	$	1,000,000	policy limit
Bodily Injury by Disease	$	1,000,000	each employee

C. Other States Insurance: Part THREE of the policy applies to the states, if any, listed here: All states except ND, OH, WA, WY and states listed in item 3.A.

D. This policy includes these endorsements and schedules: See attached schedule.

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates, and Rating Plans. All information required below is subject to verification and change by audit.

SEE EXTENSION OF INFORMATION PAGE

Minimum Premium	$ 750	**Expense Constant**	$ 160
		Premium Discount	$
Assessments and Taxes	$	**Total Estimated AnnualPremium**	$ 2,218

☐ This is a Three Year Fixed Rate Policy

Premium Adjustment Period: ☒ Annual; ☐ Semiannual; ☐ Quarterly; ☐ Monthly

Countersigned this Day of ,

K. Antonelli

Authorized Representative

Issued Date: 09/25/2023

Issuing Office **EMPLOYERS PREFERRED INS. CO.**
P.O. BOX 539003
HENDERSON, NV 89053-9003

Issued Date 09/25/2023
WC990630 (5/98 Ed.)

INSURED COPY

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED: Bishop Museum & Historical Society operating as Laws Railroad Museum and Historical Site
ADDRESS: P.O. Box 363
Bishop, CA 93515

POLICY NO: 2145200 06
EFFECTIVE DATE: 09/29/2023
EXPIRATION DATE: 09/29/2024
INSURANCE CO: Great American E&S Insurance Co NAIC#37352
StarStone Specialty Insurance Company NAIC#44776

VEHICLE: **1998 Ford Pick Up Truck, ID# 1FTHF26M4JPB41962**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED: Bishop Museum & Historical Society operating as Laws Railroad Museum and Historical Site
ADDRESS: P.O. Box 363
Bishop, CA 93515

POLICY NO: 2145200 06
EFFECTIVE DATE: 09/29/2023
EXPIRATION DATE: 09/29/2024
INSURANCE CO: Great American E&S Insurance Co NAIC#37352
StarStone Specialty Insurance Company NAIC#44776

VEHICLE: **2004 Chevrolet Pick Up Truck, ID# 1GCHC24U14E259852**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED: Bishop Museum & Historical Society operating as Laws Railroad Museum and Historical Site
ADDRESS: P.O. Box 363
Bishop, CA 93515

POLICY NO: 2145200 06
EFFECTIVE DATE: 09/29/2023
EXPIRATION DATE: 09/29/2024
INSURANCE CO: Great American E&S Insurance Co NAIC#37352
StarStone Specialty Insurance Company NAIC#44776

VEHICLE: **2006 GMC Truck, ID# 1GDE5C3226F417272**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

EVIDENCE OF AUTO LIABILITY INSURANCE

INSURED:
ADDRESS:

POLICY NO:
EFFECTIVE DATE:
EXPIRATION DATE:
INSURANCE CO:

VEHICLE: , **ID#**

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)
Bishop Museum and Historical Society

2 Business name/disregarded entity name, if different from above.
Laws Railroad Museum and Historical Site

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☒ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) Nonprofit

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 501c3

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.
200 Silver Canyon Rd. / POB 3603

Requester's name and address (optional)

6 City, state, and ZIP code
Bishop CA 93515

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
9 5 - 2 4 0 8 6 2 5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** Pauline Angle | **Date** 06/27/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

LAWS
RAILROAD & MUSEUM
HISTORICAL SITE

Grant in Support Final Expense Report

Display	$ 4,510.26
Materials	$ 3,524.59
Subtotal	$ 8,034.85
Less overage	$ 34.85
Total	$ 8,000.00

Bishop Museum & Historical Society
dba Laws Railroad Museum & Historical Site
PO Box 363 Bishop CA 93515
(760) 873-5950
LawsRailroadMuseum@gmail.com

Laws Railroad Museum & Historical Site
Transaction Detail By Account
December 1, 2023 through June 25, 2024

	Type	Date	Num	Name	Memo	Paid Amount	Balance
Maintenance							
Wells Fargo Building							
	Bill	12/31/2023	Reimb Spellbinder	Raven R Angeles	Book	372.99	372.99
	Bill	12/31/2023	482975	High Country Lumber	Beaded MDF 4x8 (4)	186.14	559.13
	Bill	01/15/2024	483514	High Country Lumber	Pine latice	17.75	576.88
	Bill	01/15/2024	483635	High Country Lumber	Caulking	40.26	617.14
	Bill	01/15/2024	483862	High Country Lumber	Corner trim, base shoe, filler, painting supplies	168.21	785.35
	Bill	01/15/2024	0135535	Alpine Paint	Sand Fossil 4 gal, Purity 4 gal, primer 2 gal	663.92	1,449.27
	Bill	01/15/2024	484537	High Country Lumber	Paint brush	6.70	1,455.97
	Bill	01/15/2024	484447	High Country Lumber	Paint supplies	28.00	1,483.97
	Bill	01/15/2024	484080	High Country Lumber	Caulk	9.90	1,493.87
	Check	02/27/2024	WD	Ebay	Gem stands	75.05	1,568.92
	Bill	03/11/2024	489741	High Country Lumber	Primer	52.18	1,621.10
	Bill	03/13/2024	Reimb Amazon	Raven R Angeles	Gem stands	364.29	1,985.39
	Bill	03/13/2024	Reimb Amazon	Raven R Angeles	Display stands	343.66	2,329.05
	Bill	03/13/2024	Reimb Amazon	Raven R Angeles	Gem display stands	156.90	2,485.95
	Bill	03/13/2024	Reimb Amazon	Raven R Angeles	Gem displays	209.10	2,695.05
	Bill	03/13/2024	489741	High Country Lumber	Primer	20.99	2,716.04
	Bill	03/20/2024	Gem display base	Ebay	gem display bases	126.66	2,842.70
	Bill	04/25/2024	77407	Home Lumber	Smart panel 8' x 14 pcs	1,229.20	4,071.90
	Bill	04/25/2024	496333	High Country Lumber	rollers and staples	16.18	4,088.08
	Bill	04/25/2024	496566	High Country Lumber	connectors	6.51	4,094.59
	Bill	04/25/2024	137393	Alpine Paint	Exterior paint	353.71	4,448.30
	Bill	05/02/2024	497231	High Country Lumber	Flashing	11.70	4,460.00
	Bill	05/24/2024	78100	Home Lumber	Smart panel 8' x 14 pcs	87.80	4,547.80
	Bill	05/31/2024	5/27	Manor True Value Hardware	Blue tape	20.02	4,567.82
	Bill	05/31/2024	Reimb Wayfair	Raven R Angeles	Display tables	949.33	5,517.15
	Bill	05/31/2024	500700	High Country Lumber	Caulking	86.89	5,604.04
	Bill	06/19/2024	Reimb Wayfair	Raven R Angeles	Two tables	303.39	5,907.43
	Bill	06/21/2024	Reimb Bishop Art Sup	Raven R Angeles	Scan, enlarge, print, foam board mount (17)	599.26	6,506.69
	Bill	06/21/2024	Reimb Bishop Art Sup	Raven R Angeles	Scan, enlarge, print, foam board mount (17)	275.06	6,781.75
	Bill	06/21/2024	0138588	Alpine Paint	Sample PPG1136-4 Blue Shamrock	21.70	6,803.45
	Bill	06/21/2024	Reimb Amazon	Raven R Angeles	Adhesive, hooks, exacto, display risers	74.29	6,877.74
	Bill	06/25/2024	Reimb Amazon	Raven R Angeles	Frames 6	78.63	6,956.37
	Bill	06/25/2024	Reimb Amazon	Raven R Angeles	Frames 8	276.83	7,233.20
	Bill	06/25/2024	Reimb Leather Guy	Raven R Angeles	Buckskin	137.34	7,370.54
	Bill	06/25/2024	138636	Alpine Paint	Sample PPG1031-3 Wandering Willow	27.82	7,398.36
	Bill	06/25/2024	138644	Alpine Paint	Paint PPG1031-3 Wandering Willow	220.23	7,618.59
	Bill	06/25/2024	138644	Alpine Paint	Floor paint PPG1028-7 Walnut Grove	160.63	7,779.22
	Bill	06/25/2024	504669	High Country Lumber	Prep and paint supplies	88.15	7,867.37
	Check	06/25/2024	WD	Frame Destination	Foam board	167.48	8,034.85
Total Wells Fargo Building						8,034.85	8,034.85
Total Maintenance						8,034.85	8,034.85
TOTAL						**8,034.85**	**8,034.85**

LAWS
RAILROAD & MUSEUM
HISTORICAL SITE

Attachments – Display

Bishop Museum & Historical Society
dba Laws Railroad Museum & Historical Site
PO Box 363 Bishop CA 93515
(760) 873-5950
LawsRailroadMuseum@gmail.com

Gmail

Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

FW: Your Amazon.com order of "Rustic Wooden Picture..." and 2 more items.

1 message

ravenangeles <ravenangeles@aol.com>
To: lawsrailroadmuseum@gmail.com

Mon, Jun 24, 2024 at 8:50 PM

Raven Angeles
(760)709-6446

------- Original message -------
From: "Amazon.com" <auto-confirm@amazon.com>
Date: 6/24/24 8:49 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of "Rustic Wooden Picture..." and 2 more items.

amazon

Hello Raven,

Thank you for shopping with us. We'll send a confirmation when your items ship.

Order Confirmation

Arriving:
Thursday, June 27

Ship to:
Raven
BISHOP, CA

Order #
114-1903618-5161840

View or manage order



Rustic wooden picture frame...
Qty : 1



Rustic Wooden Picture Frame...
Qty : 1



Rustic Wooden Picture Frame...
Qty : 1

Order Total: **$78.63**

More items to consider



Vornado VFAN Vintage Air Circulator...
$99.99 ✓prime



Vornado VFAN Mini Classic Personal...
$39.99 ✓prime

The payment for your invoice is processed by Amazon Payments, Inc. P.O. Box 81226 Seattle, Washington 98108-1226. If you need more information, please contact (866) 216-1075

By placing your order, you agree to Amazon.com's Privacy Notice and Conditions of Use. Unless otherwise noted, items sold by Amazon.com are subject to sales tax in select states in accordance with the applicable laws of that state. If your order contains one or more items from a seller other than Amazon.com, it may be subject to state and local sales tax, depending upon the seller's business policies and the location of their operations. Learn more about tax and seller information.

Items in this order may be subject to California's Electronic Waste Recycling Act. If any items in this order are subject to that Act, the seller of that item has elected to pay any fees due on your behalf.

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

$34.36 Wells Fargo

Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

zon.com order

es <ravenangeles@aol.com>
n Angeles <lawsrailroadmuseum@gmail.com>

Mon, Feb 26, 2024 at 12:33 PM

Raven Angeles
(760)709-6446

——— Original message ———
From: "Amazon.com" <auto-confirm@amazon.com>
Date: 2/26/24 12:28 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order

amazon

Hello Raven,

Thank you for shopping with us. We'll send a confirmation when your items ship.

Your purchase has been divided into **2** orders.

Order Confirmation

Arriving:
March 5

Ship to:
Raven
BISHOP, CA

Order #
113-4946898-4610612

View or manage order



Dust-Off Disposable Compres...
Qty : 1

Order Total: **$42.22**

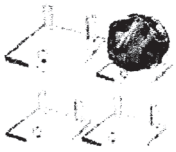
Order Confirmation

Arriving:
Thursday, February 29

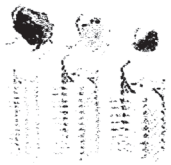
Ship to:
Raven
BISHOP, CA

Order #
113-9062364-9989806

View or manage order



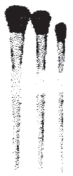
Hipiwe Clear Acrylic Displa...
Qty : 2



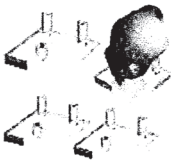
Merkaunis 36 PCS Mineral St...
Qty : 1



HIIMIEI Clear Acrylic Displ...
Qty : 2



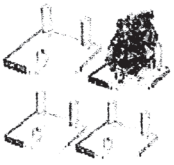
Brush Set Camel 3/Pkg-Mop
Qty : 2



Hipiwe Clear Acrylic Displa...
Qty : 2



12 Packs Clear Acrylic Disp...
Qty : 2



Hipiwe Clear Acrylic Displa...
Qty : 2

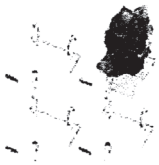
Arriving:
Monday, March 4

Ship to:
Raven
BISHOP, CA

Order #

113-9062364-9989806

View or manage order



Hipiwe 4-Pack Clear Acrylic...

Qty : 2



<td style="width: 8px; margin: 0; padding: 0; border: 0; outline: 0; font-weight: inherit; font-style: inherit; font-size: 100%; font-f

...

Email truncated

---

ravenangeles <ravenangeles@aol.com>
To: Raven Angeles <lawsrailroadmuseum@gmail.com>

Mon, Feb 26, 2024 at 12:51 PM

[Quoted text hidden]

Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

...azon.com order of 2 x "12 Packs Clear Acrylic..." and 18 more items.

...eles <ravenangeles@aol.com>
...ven Angeles <lawsrailroadmuseum@gmail.com>

Sat, Mar 2, 2024 at 5:32 PM

Raven Angeles
(760)709-6446

weeld Cargo
#364.29

-------- Original message --------
From: "Amazon.com" <auto-confirm@amazon.com>
Date: 3/2/24 4:43 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of 2 x "12 Packs Clear Acrylic..." and 18 more items.

amazon

Hello Raven,

Thank you for shopping with us. We'll send a confirmation when your items ship.

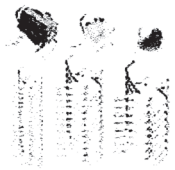
Order Confirmation

Arriving:
Tuesday, March 5

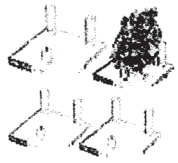
Ship to:
Raven
BISHOP, CA

Order #
113-0049258-2657812

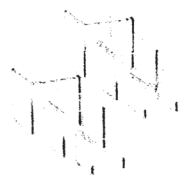
View or manage order



Merkaunis 36 PCS Mineral St...
Qty : 2



Hipiwe Clear Acrylic Displa...
Qty : 2



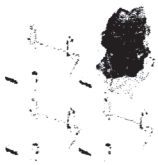
HIIMIEI Clear Acrylic Displ...
Qty : 2

Arriving:
Friday, March 8

Ship to:
Raven
BISHOP, CA

Order #
113-0049258-2657812

View or manage order



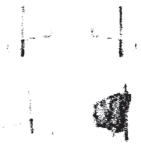
Hipiwe 4-Pack Clear Acrylic...
Qty : 2

Arriving:
March 13 -
Friday, March 15

Ship to:
Raven
BISHOP, CA

Order #
113-0049258-2657812

View or manage order



4Pcs Acrylic Easel Display ...
Qty : 6

Arriving:
Wednesday, March 6

Ship to:
Raven
BISHOP, CA

Order #
113-0049258-2657812

View or manage order



12 Packs Clear Acrylic Disp...
Qty : 2

Arriving:
March 11

Ship to:
Raven
BISHOP, CA

Order #
113-0049258-2657812

View or manage order



4 Packs 2.5Inch Rock Displa...
Qty : 4

...

Email truncated

Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

...zon.com order of 2x "12 Packs Clear Acrylic..." has shipped!

...e <ravenangeles@aol.com>
...n Angeles <lawsrailroadmuseum@gmail.com>

Sun, Mar 3, 2024 at 3:13 PM

Raven Angeles
(760)709-6446

——— Original message ———
From: "Amazon.com" <shipment-tracking@amazon.com>
Date: 3/3/24 1:15 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of 2x "12 Packs Clear Acrylic..." has shipped!

amazon

Hello Raven,

We wanted to let you know that we have shipped your items.

Shipping Confirmation

Your package will arrive by
Wednesday, March 6

Ship to
Raven
BISHOP, CA

Order #
113-0049258-2657812

Track package

Shipment total **$45.24**

Return or replace items in Your orders

Learn how to recycle your packaging at Amazon Second Chance.

More items to consider





Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

azon.com order of 2x "HIIMIEI Clear Acrylic..." and 4 more items has shipped!

Sun, Mar 3, 2024 at 3:13 PM

eles <ravenangeles@aol.com>
en Angeles <lawsrailroadmuseum@gmail.com>

Raven Angeles
(760)709-6446

——— Original message ———
From: "Amazon.com" <shipment-tracking@amazon.com>
Date: 3/3/24 2:23 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of 2x "HIIMIEI Clear Acrylic..." and 4 more items has shipped!

amazon

Hello Raven,

We wanted to let you know that we have shipped your items.

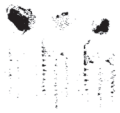
Shipping Confirmation

Your package will arrive by
Tuesday, March 5

Ship to
Raven
BISHOP, CA

Order #
113-0049258-2657812

Track package

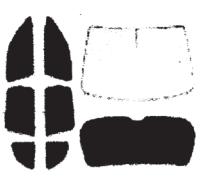
+1 more item

Shipment total **$111.66**

Return or replace items in Your orders

Learn how to recycle your packaging at Amazon Second Chance.

More items to consider




Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

azon.com order of "Yoande 4 Pcs Plate..." and 19 more items.

Wed, Mar 6, 2024 at 11:14 PM

geles <ravenangeles@aol.com>
ven Angeles <lawsrailroadmuseum@gmail.com>

Raven Angeles
(760)709-6446

——— Original message ———
From: "Amazon.com" <auto-confirm@amazon.com>
Date: 3/6/24 11:06 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of "Yoande 4 Pcs Plate..." and 19 more items.

amazon

Hello Raven,

Thank you for shopping with us. We'll send a confirmation when your items ship.

Your purchase has been divided into **2** orders.

Order Confirmation

Arriving:
Wednesday, March 13

Ship to:
Raven
BISHOP, CA

Order #
113-3521895-8190643

View or manage order



OnFireGuy 3-1/8" Two Part A...
Qty : 3

Order Total: **$41.85**

Order Confirmation

Arriving:
Monday, March 11

Ship to:
Raven
BISHOP, CA

Order #
113-8254625-5031403

View or manage order



AdTech Crystal Clear Hot Gl...
Qty : 1



Yoande 4 Pcs Plate Dinnerwa...
Qty : 1

Arriving:
Friday, March 8

Ship to:
Raven
BISHOP, CA

Order #
113-8254625-5031403

View or manage order



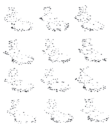
OnFireGuy 3" Rectangular Di...
Qty : 15

Order Total: **$209.10**

Recommended for you based on items in your order



Gandeer Gold Metal Cup Saucer Display...
$19.99 prime



ROORUZ Tea Cup & Saucer Stands,...
$18.99 prime

The payment for your invoice is processed by Amazon Payments, Inc. P.O. Box 81226 Seattle, Washington 98108-1226. If you need more information, please contact (866) 216-1075

By placing your order, you agree to Amazon.com's Privacy Notice and Conditions of Use. Unless otherwise noted, items sold by Amazon.com are subject to sales tax in select states in accordance with the applicable laws of that state. If your order contains one or more items from a seller other than Amazon.com, it may be subject to state and local sales tax, depending upon the seller's business policies and the location of their operations. Learn more about tax and seller information.

amazon.com

Details for Order #114-0414528-3870660

Print this page for your records.

Order Placed: June 19, 2024
Amazon.com order number: *114-0414528-3870660*
Order Total: $74.29

Not Yet Shipped

Items Ordered	Price
2 of: *Adhesive Hooks for Hanging Heavy Duty Wall Hooks Self Adhesive Towel Coat Hooks Waterproof Transparent Hooks for Bathroom Shower Kitchen Keys Door Outdoor Home Improvement Utility Hook 12 Pack* Sold by: JINSHUNFA (seller profile) Supplied by: Other Condition: New	$11.69
1 of: *2 Sets Acrylic Display Risers(3",4",5") Clear Product Stand,Cupcakes Holder Dessert Transparent Showcase Stands, Candy Bar Risers, Lifts for Figures* Sold by: Ceepourt (seller profile) Supplied by: Other Condition: New	$9.99
1 of: *Exacto Knife 3 Metal Craft Knife, Heavy Duty Hobby Knife Exacto Knife Set Number 11 Blade Precision Knife for Moroccan Decor, Cutting and Crafting* Sold by: The Mega Deals (seller profile) Supplied by: Other Condition: New	$7.25
2 of: *Scotch Photo Mount Adhesive, 10.3oz, Safe for Color Photos, Illustrations and Pictures (6094)* Sold by: Amazon.com Services, Inc Supplied by: Other Condition: New	$14.16

Shipping Address:
Raven Angeles
200 SILVER CANYON RD
BISHOP, CA 93514-9505
United States

Shipping Speed:
FREE Prime Delivery

Payment information

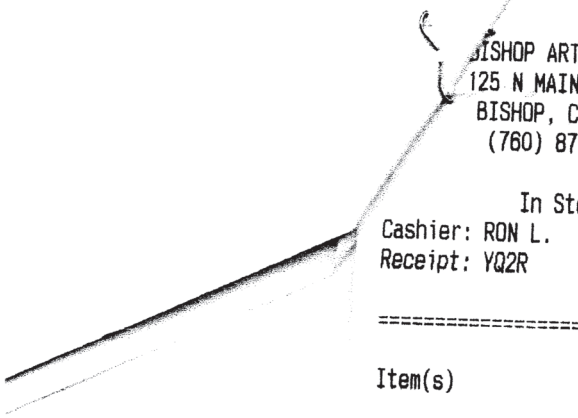
Payment Method:
Amazon Visa ending in 1006
Earns 5% back

Billing address
Raven Angeles
198 MACIVER LN SPC 38
BISHOP, CA 93514-2436
United States

Item(s) Subtotal:	$68.94
Shipping & Handling:	$0.00
Total before tax:	$68.94
Estimated tax to be collected:	$5.35
Grand Total:	**$74.29**

To view the status of your order, return to Order Summary.

Conditions of Use | Privacy Notice © 1996-2024, Amazon.com, Inc. or its affiliates



BISHOP ART SUPPLY
125 N MAIN STREET
BISHOP, CA 93514
(760) 873-9240

In Store
Cashier: RON L. Jun 21, 2024
Receipt: YQ2R 12:55/PM

==========

Item(s)

1 Framing	x 4	$194.24
1 Framing	x 8	$268.48
1 Framing	x 3	$222.75
1 Framing	x 2	$118.50

Subtotal	$803.97
Sales Tax (8.75%)	$70.35
Total	$874.32

Amount Charged $874.32
VISA Credit - CONTACTLESS
Card #: **********1006

Auth Code: 05208D

Approved

Signature
X Signature Verified

IMPORTANT RETAIN FOR YOUR RECORDS
06/21/2024 12:55:08

Customer Copy

Order received! Does everything look right?

From: Wayfair (account-updates@wayfair.com)
To: ravenangeles@aol.com
Date: Wednesday, June 19, 2024 at 11:02 PM PDT

Shop Sale wayfair New Arrivals

This is an automated message from Wayfair. Please do not reply to this email.

We've got it!

Confirmed Shipped Delivered

Nice choice, Raven. We're getting your order ready now!
Your items will arrive in 2 deliveries,
and we'll let you know as soon as they ship.

To check your order status or make changes, visit **My Orders.**

Order #4250378507

Delivery Information:
Raven Angeles
200 Silver Canyon Road
Bishop, California 93514
United States

Estimated Delivery Dates:
•**Delivery 1:** Tue, Jun 25 - Fri, Jun 28
•**Delivery 2:** Wed, Jun 26 - Sat, Jun 29

View/Change Order

Delivery 1 of 2
Estimated Delivery: **Between Tuesday, June 25 and Friday, June 28**



Item:
Coffee Table Solid Wood Mango
Size: 13.8" H x 21.7" L x 21.7" W
Color: Solid Reclaimed Wood
Qty: 1
Price: $133.99

Delivery 2 of 2
Estimated Delivery: **Between Wednesday, June 26 and Saturday, June 29**



Item:
Arleigh 46" Solid Wood Console Table
Qty: 1
Price: $144.99

Payment Summary

Subtotal (2 Items):	$278.98
Shipping:	$0.00
Tax:	$24.41
Total:	**$303.39**
PayPal via Braintree	$303.39

Para ayuda en Español, contáctenos en spanishsupport@wayfair.com.

Visit our help center for questions regarding our cancellation or price match policies.

Track Your Package

Use the app to track your orders in real time and get delivery notifications.

Take Me to the App



Gmail Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

FW: Order received! Does everything look right?

1 message

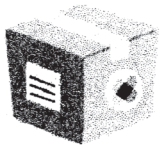
ravenangeles <ravenangeles@aol.com> Sat, May 25, 2024 at 10:09 PM
To: lawsrailroadmuseum@gmail.com

Raven Angeles
(760)709-6446

-------- Original message --------
From: Wayfair <account-updates@wayfair.com>
Date: 5/25/24 10:07 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Order received! Does everything look right?

Shop Sale wayfair New Arrivals

This is an automated message from Wayfair. Please do not reply to this email.



We're getting your order ready now
and we'll let you know as soon as it ships.

Order Details:
Order #: **4245062207**
Total: $949.33

Delivery Address:
Raven Angeles
200 Silver Canyon Road
Bishop, California 93514

Estimated Delivery Date(s):
• Fri, May 31 - Sun, Jun 2

View or Update Order



Solid Wood Nesting Tables by Millwood Pines

Qty: 5

Price: $872.95

Payment Summary

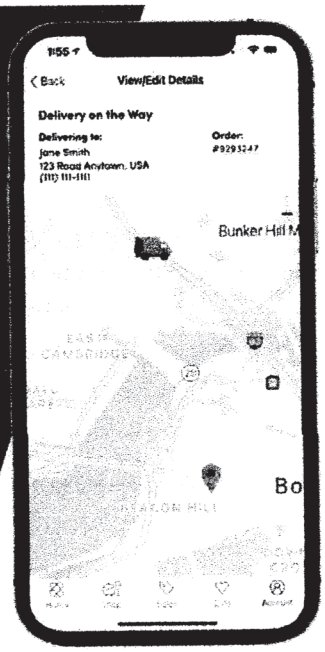
Subtotal (1 Item):	$872.95
Shipping:	$0.00
Tax:	$76.38
Total:	**$949.33**
PayPal via Braintree	$949.33

Para ayuda en Español, contáctenos en spanishsupport@wayfair.com.

Track Your Package

Use the app to track your orders in real time and get delivery notifications.

Take Me to the App



Gmail Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

Your order is confirmed

1 message

eBay <ebay@ebay.com>
To: lawsrailroadmuseum@gmail.com

Mon, Feb 26, 2024 at 11:52 AM

ebay

Thanks for shopping! Your order is confirmed.

View order details

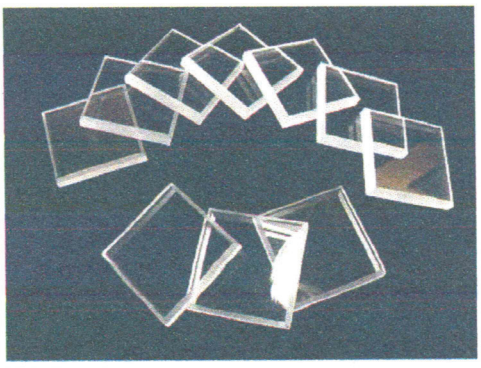
Your order will ship to:
Raven Angeles
Po Box 363
200 Silver Canyon Rd
Bishop, 93514-9505 CA
United States

Estimated delivery:
Fri, Mar 01 - Wed, Mar 06

Your order details

We've got your order and will let you know when it ships. If your items are sent in different shipments, you'll receive multiple shipping updates from us.

10 Clear Square Mineral Display Bases 2 "



eBay Money Back Guarantee

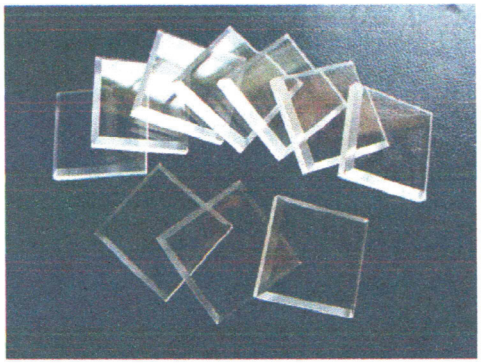
Price:
$32.00 (2 x $16.00)

Item ID:
364688057223

Order number:
22-11227-29992

Seller:
scepterguy
Joseph George
Po Box 513
Arlington, 98223-0500 WA
United States

25 Clear Square Mineral Display Bases 1 1/4 "



eBay Money Back Guarantee

Price:
$32.00 (2 x $16.00)

Item ID:
204623391192

Order number:
22-11227-29992

Seller:
scepterguy
Joseph George
Po Box 513
Arlington, 98223-0500 WA
United States

Order total:	
Subtotal (4 items)	$64.00

Shipping	$6.09
Sales tax	$4.96
Total charged to PayPal	$75.05

ebay

Email Reference ID: [#d7760261110c4084a78d5d5f117f93ec]

Update your email preferences or learn about account protection.
If you have a question, contact us.

eBay Inc., 2025 Hamilton Avenue, San Jose, CA 95125, United States

© 1995-2024 eBay Inc. or its affiliates

Gmail Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

Your order is confirmed

1 message

eBay <ebay@ebay.com>
To: lawsrailroadmuseum@gmail.com

Wed, Mar 20, 2024 at 2:34 PM

ebay

Thanks for shopping! Your order is confirmed.

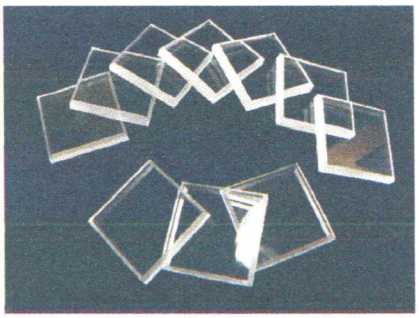
View order details

Your order will ship to:
Raven Angeles
Po Box 363
200 Silver Canyon Rd
Bishop, 93514-9505 CA
United States

Your order details

We've got your order and will let you know when it ships. If your items are sent in different shipments, you'll receive multiple shipping updates from us.

10 Clear Square Mineral Display Bases 2 "



eBay Money Back Guarantee

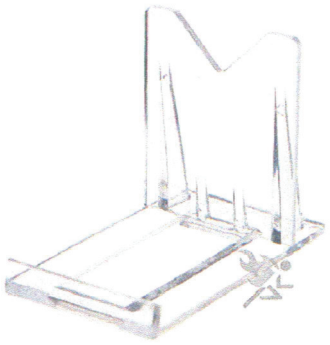
Price: **$64.00** (4 x $16.00)

Estimated delivery: Tue, Mar 26 - Sat, Mar 30

Item ID: 364688057223

Order number: 05-11343-19087

Seller: scepterguy
Joseph George
Po Box 513
Arlington, 98223-0500 WA
United States



Mineral Fossil Geode Slab Slice Display Stand Small 2" Adjustable Easel Qty: 25

eBay Money Back Guarantee

Price: **$47.90** (2 x $23.95)

Estimated delivery: Fri, Mar 22 - Mon, Mar 25

Item ID: 271955711180

Order number: 05-11343-19089

Seller: onfireguy
OnFireGuy, LLC
122 Main St E
Elysian, 56028 MN
United States

Order total:	
Subtotal (6 items)	$111.90
Shipping	$6.09
Sales tax	$8.67
Total charged to PayPal	$126.66

ebay

Gmail Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

FW: Your Amazon.com order of "BARNWOODUSA | Farmhouse..." and 7 more items.

1 message

ravenangeles <ravenangeles@aol.com> Mon, Jun 24, 2024 at 5:22 PM
To: lawsrailroadmuseum@gmail.com

Raven Angeles
(760)709-6446

-------- Original message --------
From: "Amazon.com" <auto-confirm@amazon.com>
Date: 6/24/24 5:01 PM (GMT-08:00)
To: ravenangeles@aol.com
Subject: Your Amazon.com order of "BARNWOODUSA | Farmhouse..." and 7 more items.

amazon

Hello Raven,

Thank you for shopping with us. We'll send a confirmation when your items ship.

Order Confirmation

Arriving:
July 3

Ship to:
Raven
BISHOP, CA

Order #
114-2647593-7634625

View or manage order



BARNWOODUSA | Farmhouse Sty...
Qty : 3



BARNWOODUSA | Farmhouse Sty...

Qty : 2



BARNWOODUSA | Farmhouse Sty...

Qty : 2



BARNWOODUSA | Farmhouse Sty...

Qty : 1

Order Total: **$276.83**

Keep shopping for



Vornado VFAN Vintage Air Circulator...

$99.99 prime



Glacier Wear First Quality Buckskin...

$50.00

The payment for your invoice is processed by Amazon Payments, Inc. P.O. Box 81226 Seattle, Washington 98108-1226. If you need more information, please contact (866) 216-1075

By placing your order, you agree to Amazon.com's Privacy Notice and Conditions of Use. Unless otherwise noted, items sold by Amazon.com are subject to sales tax in select states in accordance with the applicable laws of that state. If your order contains one or more items from a seller other than Amazon.com, it may be subject to state and local sales tax, depending upon the seller's business policies and the location of their operations. Learn more about tax and seller information.

Items in this order may be subject to California's Electronic Waste Recycling Act. If any items in this order are subject to that Act, the seller of that item has elected to pay any fees due on your behalf.

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

Gmail Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

You Did It! You Placed An Order @ The Leather Guy!

1 message

The Leather Guy <sales@theleatherguy.org> Mon, Jun 24, 2024 at 5:03 PM
To: lawsrailroadmuseum@gmail.com

THE LEATHER GUY

ORDER #91126

Thanks for shopping with us here at The Leather Guy. As a small, independent business, we sure do appreciate it!

Hi there Raven, We know you are just itching to get your leather order, so here is what's about to go down: A couple of folks here are going to pull your order, get it all boxed up nice and neat, and slap a label on it. Once it ships, you'll get another email with all of your tracking info so you can check those tracking updates every hour on the hour. No judgement, we're all excited when we have a package coming our way!

If you have any questions, need to update your order, or need to cancel an order you can contact us via our online chat, phone, or email.

Hours of Operation:
Monday-Thursday: 8:30 AM - 3:45 PM CST
Friday: 8:30 AM - 2:45 PM CST
Closed on weekends and major holidays.
Number: 507-932-3795
Email: Sales@theleatherguy.org
Online Help Desk

View your order or Visit our store

Order summary



Smoke, 3-5 oz, 8-16 SF, Colorado Buckskin Deer Hides × 2
Craft / 8-10 / 4-5 oz — **$117.18**



Navidium Shipping Protection × 1
3 — **$3.00**

Subtotal	**$120.18**
Shipping	**$17.16**
Total	**$137.34 USD**

Customer information

Shipping address
Raven Angeles
200 Silver Canyon Road
Bishop CA 93514
United States

Billing address
Raven Angeles
200 Silver Canyon Road
Bishop CA 93514
United States

Shipping method
UPS - UPS® Ground (Estimated Delivery: 4 days)

If you have any questions, reply to this email or contact us at Sales@theleatherguy.org

Gmail

Laws Railroad Museum and Historical Site <lawsrailroadmuseum@gmail.com>

Frame Destination: New Order # 2000100285

1 message

Frame Destination <info@framedestination.com>
To: Raven Angeles <lawsrailroadmuseum@gmail.com>

Tue, Jun 25, 2024 at 1:35 PM

frame destination®

Thank you for your order.

Like you, we appreciate artfully designed and high-quality frames, not to mention great experiences with brands we love. If your order looks anything less than perfect, please let us know right away. We want you to be 100% satisfied.

Normal processing time is 3-5 business days. We appreciate your support and patience, as our team works diligently to get your order out, and we will send you an email with tracking information as soon as your order ships.

If you have chosen Curbside pickup, our customer service team will notify you when your order is ready. Please call 972-479-1188 when you arrive, and our team will bring it out.

Our pickup hours are Monday - Friday, 8:00 am to 5:00 pm CST.

We will hold completed pickup orders for up to 90 days at our location.

Past that, we will cancel and refund the order, minus a 30% restocking fee.

Your Order #2000100285

Placed on Jun 25, 2024, 3:35:27 PM

Billing Info

Raven Angeles
Bishop Museum Historical Society
200 Silver Canyon Road
Bishop, California, 93514
United States
T: 760-709-6446

Shipping Info

Raven Angeles
Bishop Museum Historical Society
200 Silver Canyon Road
Bishop, California, 93514
United States
T: 760-709-6446

Payment Method

PayPal Express Checkout
PayPal Express Checkout
Payer Email lawsrailroadmuseum@gmail.com

Shipping Method

Frame Shipping - Ground

Items	Qty	Price
Regular Foam Mounting Board 3/16 **SKU** MB-3RFM ***Description*** Size: 3" x 3"	25	$24.25
Regular Foam Mounting Board 3/16 **SKU** MB-3RFM	40	$42.40
	Subtotal	$142.34
	Discount (New Cust $10)	-$10.00
	Tax	$12.05
	Shipping & Handling	$23.09
	Grand Total	**$167.48**

Items	Qty	Price
Description Size: 4" x 4"		
Regular Foam Mounting Board 3/16		
SKU MB-3RFM	25	$29.25
Description Size: 5" x 5"		
Regular Foam Mounting Board 3/16		
SKU MB-3RFM	36	$46.44
Description Size: 8" x 10"		

Subtotal	$142.34
Discount (New Cust $10)	-$10.00
Tax	$12.05
Shipping & Handling	$23.09
Grand Total	**$167.48**



To Frames & Fortune!

Artie™

Picture Frames

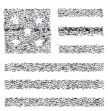
Framing Supplies

Accessories

Photo Storage

Resources





Family owned American Company



Hand glued and nailed wood frames



Exceptional packaging & shipping



FREE hanging kit with complete frames

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2350 Crist Road, Suite 1000, Garland, TX 75040

Wells Fargo

SPELLBINDER BOOKS
124 S. Main St.
Bishop CA 93514
760.873.4511
12/22/2023 5:28:57 PM
REG #: 2 CLERK #: 8 TRAN #: 28603

1@ $342.98 $342.98T
07-SPECIAL ORDER BOOKS

Sub-Total:	7607096446	$342.98
Tax		$30.01
Total:		$372.99
Tendered: VISA		$372.99

BC/Member Award Status
0 units $94.10

Thank you for celebrating 51 years
of books and reading with us --
your locally owned and operated
independent bookstore!

Attachments – Materials

Bishop Museum & Historical Society
dba Laws Railroad Museum & Historical Site
PO Box 363 Bishop CA 93515
(760) 873-5950
LawsRailroadMuseum@gmail.com

FROM

Alpine Paint
130 Whitney Alley
Bishop CA 93514
Phone: (760) 873-8800 Fax: (760) 873-5233

Sale

Number	Date	Page
B0135535	1/8/2024	1

SOLD TO

LAWSRR
LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP CA 93514

Phone	Fax	Clerk	Terms	PO Number	Required	Delivery
(760) 873-5950		GW	Net 30 Days	WELLS FARGO		Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
82-3310/01	PPG MANOR HALL INT EGG PASTEL BASE 1 GAL COLOR: PPG1098-3 SAND FOSSIL	4.00	GAL	Y	67.18	268.72
17-921XI/01	SEAL GRIP I/E PRIMER WHITE BASE 1 GAL	2.00	GAL	Y	33.28	66.56
82-3310/01	PPG MANOR HALL INT EGG PASTEL BASE 1 GAL COLOR: PPG14-20 PURITY	4.00	GAL	Y	67.18	268.72

SubTotal	$604.00
Taxable Eco Fees	$6.50
Sales Tax	$53.42
Total	**$663.92**
Account Charges	$663.92

B0135535

Carlos

1/8/2024 2:15:30 PM

FROM

Alpine Paint
130 Whitney Alley
Bishop CA 93514
Phone: (760) 873-8800 Fax: (760) 873-5233

Sale

Number	Date	Page
B0138588	6/21/2024	1

SOLD TO

LAWSRR
LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP CA 93514

Phone	Fax	Clerk	Terms	PO Number	Required	Delivery
(760) 873-5950		GW	Net 30 Days			Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
82-3310/04	PPG MANOR HALL INT EGG PASTEL BASE 1 QT COLOR: PPG1136-4 BLUE SHAMROCK	1.00	QT	Y	19.65	19.65

SubTotal	$19.65
Sales Tax	$1.75
Taxable Eco Fees	$0.30
Total	**$21.70**
Account Charges	$21.70

B0138588

6/21/2024 9:36:19 AM

Paint
Whitney Alley
ishop CA 93514
Phone: (760) 873-8800 Fax: (760) 873-5233

Sale

Number	Date	Page
B0137393	4/22/2024	1

SOLD TO

LAWSRR
LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP CA 93514

Phone	Fax	Clerk	Terms	PO Number	Required	Delivery
(760) 873-5950		GW	Net 30 Days			Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
72-110XI/05	SP E/FLAT LATEX WHITE/PASTEL BASE COLOR: PPG/ WELLS FARGO GRAY	1.00	PAIL	Y	230.21	230.21
72-110XI/01	SP E/FLAT LATEX WHITE/PASTEL BASE COLOR: PPG14-20 PURITY	2.00	GAL	Y	46.12	92.24

SubTotal	**$322.45**
Sales Tax	$28.46
Taxable Eco Fees	$2.80
Total	**$353.71**
Account Charges	$353.71

B0137393

4/22/2024 11:06:40 AM

FROM

Alpine Paint
130 Whitney Alley
Bishop CA 93514
Phone: (760) 873-8800 Fax: (760) 873-5233

Sale

Number	Date	Page
B0138636	6/24/2024	1

SOLD TO

LAWSRR
LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP CA 93514

Phone	Fax	Clerk	Terms	PO Number	Required	Delivery
(760) 873-5950		GW	Net 30 Days			Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
8144-1.5	ALLPRO SILVER 1.5" STEALTH ANGLE SA	1.00	E	Y	5.30	5.30
82-3320/04	PPG MANOR HALL INT EGG MIDTONE QT COLOR: PPG1031-3 WANDERING WILLOW	1.00	QT	Y	19.98	19.98

SubTotal	**$25.28**
Taxable Eco Fees	$0.30
Sales Tax	$2.24
Total	**$27.82**
Account Charges	$27.82

B0138636

6/24/2024 9:20:01 AM

FROM

Alpine Paint
130 Whitney Alley
Bishop CA 93514
Phone: (760) 873-8800 Fax: (760) 873-5233

Sale

Number	Date	Page
B0138644	6/24/2024	1

SOLD TO

LAWSRR
LAWS RAILROAD MUSEUM & HISTORICAL SITE
P.O. BOX 363
BISHOP CA 93514

Phone	Fax	Clerk	Terms	PO Number	Required	Delivery
(760) 873-5950		GW	Net 30 Days	WELLS FARGO		Pick Up

Item Number	Description	Quantity	U/M	Tax	Unit Price	Extension
3-540XI/01	PPG SATIN FLOOR/DECK ULTRA DEEP BASE COLOR: PPG1028-7 WALNUT GROVE	2.00	GAL	Y	73.54	147.08
13-320/01	PPG ULTRALAST INT EGG MIDTONE BASE 1GAL COLOR: PPG1031-3 WANDERING WILLOW	3.00	GAL	Y	66.63	199.89

SubTotal	**$346.97**
Sales Tax	$30.64
Taxable Eco Fees	$3.25
Total	**$380.86**
Account Charges	$380.86

B0138644

6/24/2024 3:33:47 PM

Manor True Value Hardware
3100-B West Line Street
Bishop, CA 93514
(760) 873-3106

Transaction#: A763516
Associate: SA
Date: 05/27/2024 Time: 02:31:57 PM

Due Date: 06/30/2024

*** SALE ***

Bill To:
Customer # 12050
LAWS MUSEUM
P.O. BOX 363
BISHOP, CA 93515

1.88"x60YD BLU Tape - 865352
2.00 EACH @ $9.29 T $18.58

Subtotal: $18.58
7.75% - State Tax: $1.44
TOTAL: $20.02

INVOICE: $20.02
CHANGE: $0.00

A Minimum Finance Charge of
$1.00 or 1.5% per month
applies to all past due balances

(X)_____
carlos

Thank You!
Masters of all things Hardwarian

Thank you for shopping at Manor True Value!We know you choose where to shop and we're thankful you chose us.

A 7 6 3 5 1 6

Home Lumber Company
1130 N. Main Street
Bishop, CA 93514

(760)873-6379

HOME LUMBER COMPANY

Invoice #	Page
77407	001
Invoice Date	
04-23-2024 12:22:50	

SOLD TO:
Laws Railroad Museum
PO Box 363
Bishop, CA 93514

760-873-5950

Please Remit To: Home Lumber Company, 1130 N. Main Street, Bishop, CA 93514

Terms	P.O.#	Order #	Type	Sld.By	Cust.#	Slm.
10th Next Month		77407	House	CCC	L59500	Store

Quantity	UM	Item #	Description	Price	Extended Price
14.000	EA	SMART716088	SMART PANEL 8"OC 4X8 7/16"	80.00	1120.00

Taxable:	1120.00
Tax:	98.00
Non-Tax:	0.00
LumFee:	11.20
Total:	1229.20

Received by:

umber Company
N. Main Street
ishop, CA 93514

(760)873-6379

HOME LUMBER COMPANY

Invoice #	Page
78100	001
Invoice Date	
05-13-2024 12:13:05	

SOLD TO:
Laws Railroad Museum
PO Box 363
Bishop, CA 93514

(760) 873-5950

Please Remit To: Home Lumber Company, 1130 N. Main Street, Bishop, CA 93514

Terms	P.O.#	Order #	Type	Sld.By	Cust.#	Slm.
10th Next Month		78100	House	CCC	L59500	Store

Quantity	UM	Item #	Description	Price	Extended Price
1.000	EA	SMART716088	SMART PANEL 8"OC 4X8 7/16"	80.00	80.00

Taxable:	80.00
Tax:	7.00
Non-Tax:	0.00
LumFee:	0.80
Total:	87.80

Received by:

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

ACE Hardware

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		WELLSFARGO	PO # WELLSFARGO	NET 10TH	AC	12/29/23	11:26

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 1/10/24
TERM#552

SLSPR: 14 ANGELIKA CAMPOS
TAX : BIN CITY OF BISHOP

DOC# 482975
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	4		SH	14BMDF	1/4" 4X8 BEADED 2" O.C. MDF RAW	4	42.79 /SH	171.16

** AMOUNT CHARGED TO STORE ACCOUNT ** 186.14

TAXABLE	171.16
NON-TAXABLE	0.00
SUBTOTAL	171.16
TAX AMOUNT	14.98
TOTAL AMOUNT	186.14

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

www.highcountrylumber.com

X
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		GROUNDS	PO # GROUNDS	NET 10TH	BT	1/15/24	8:53

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24
TERM#554

SLSPR: 09 BYRON TURNER
TAX : BIN CITY OF BISHOP

DOC# 484537
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	2		EA	4565776	KRKY WAXFREE SEAL KT3&4"	2	15.99 /EA	31.98
2	2		EA	7810187	POWER SPRAYER 360DG 32OZ	2	4.59 /EA	9.18
3	1		EA	1008218	MASKING TAPE1.41X60YD CR	1	6.17 /EA	6.17

REPRINT

Caretaker - 34.77
cleaning - 10.00
Wells Fargo - 6.70

** AMOUNT CHARGED TO STORE ACCOUNT ** 51.47

TAXABLE	47.33
NON-TAXABLE	0.00
SUBTOTAL	47.33
TAX AMOUNT	4.14
TOTAL AMOUNT	51.47

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		GROUNDS	PO # GROUNDS	NET 10TH	TO	1/ 4/24	3:19

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24
TERM#552

SLSPR: 12 TABATHA ORDONEZ
TAX : BIN CITY OF BISHOP

DOC# 483514
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION		UNITS	PRICE/PER	EXTENSION
1	16		LF	158L	1/4 X 1 5/8 PINE LATTICE	LF	16	1.02 /LF	16.32

** AMOUNT CHARGED TO STORE ACCOUNT **

17.75	TAXABLE 16.32
	NON-TAXABLE 0.00
	SUBTOTAL 16.32
	TAX AMOUNT 1.43
	TOTAL AMOUNT 17.75

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____ Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		JORDAN	PO # JORDAN	NET 10TH	IH	1/ 5/24	2:12

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24
TERM#553

SLSPR: 05 IAN HUSSEY
TAX : BIN CITY OF BISHOP

DOC# 483635
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1		EA	H48607	5LB PP EXTERIOR 8 X 1-3/4	1	51.99 /EA	51.99
2	1		EA	H48610	9X2 1/2" OUTDOOR WOOD SCRW 5LB	1	51.99 /EA	51.99
3	6		EA	1590264	POWER GRAB AP ADHSV 9OZ	6	6.17 /EA	37.02

Wells Fargo 40.26
Shop 113.08

** AMOUNT CHARGED TO STORE ACCOUNT ** 153.34

TAXABLE	141.00
NON-TAXABLE	0.00
SUBTOTAL	141.00
TAX AMOUNT	12.34
TOTAL AMOUNT	153.34

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		WELLS FARGO	PO # WELLS FARGO	NET 10TH	AC	1/ 8/24	1:59

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24
TERM#554

SLSPR: 14 ANGELIKA CAMPOS
TAX : BIN CITY OF BISHOP

DOC# 483862
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION		UNITS	PRICE/PER	EXTENSION
1	2		EA	19077	GREAT STUFF BIG GAP 12OZ		2	7.99 /EA	15.98 *
2	1		EA	1895945	PAINT TRY DEEP MTL 2QT		1	9.99 /EA	9.99
3	1		EA	1895754	PAINT TRY LINR BLK 2QT		1	1.99 /EA	1.99
4	16		LF	10SC	1"X1" LF OUTSIDE CORNER		16	2.37 /LF	37.92
5	60		LF	1234BS	7/16 X 3/4 BASE SHOE	LF	60	1.48 /LF	88.80

** AMOUNT CHARGED TO STORE ACCOUNT ** 168.21

TAXABLE	154.68
NON-TAXABLE	0.00
SUBTOTAL	154.68
TAX AMOUNT	13.53
TOTAL AMOUNT	168.21

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

www.highcountrylumber.com

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		LAWS FARGO	PO # LAWS FARGO	NET 10TH	TM	1/13/24	12:11

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24 TERM#552

SLSPR: 1B TRENT MCGRAW
TAX : BIN CITY OF BISHOP

DOC# 484447
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION		UNITS	PRICE/PER	EXTENSION
1	2		EA	1006694	ACE BETTER RLR FRM 4X1/2		2	5.99 /EA	11.98
2	3		EA	1204536	ROLLER CONT 1ST 9"X3/8"		3	4.59 /EA	13.77

REPRINT

** AMOUNT CHARGED TO STORE ACCOUNT ** 28.00

TAXABLE	25.75
NON-TAXABLE	0.00
SUBTOTAL	25.75
TAX AMOUNT	2.25
TOTAL AMOUNT	28.00

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		JORDAN	PO # JORDAN	NET 10TH	AC	1/10/24	10:25

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 2/10/24
TERM#554

SLSPR: 14 ANGELIKA CAMPOS
TAX : BIN CITY OF BISHOP

DOC# 484080
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	5		EA	12912	CAULK #230 WHITE 10.1OZ	5	7.99 /EA	39.95
2	-5		EA	1590264	POWER GRAB AP ADHSV 9OZ CREDIT RETURN	5	6.17 /EA	-30.85R



** AMOUNT CHARGED TO STORE ACCOUNT ** 9.90

TAXABLE	9.10
NON-TAXABLE	0.00
SUBTOTAL	9.10
TAX AMOUNT	0.80
TOTAL AMOUNT	9.90

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

www.highcountrylumber.com

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		WELLS FARGO	PO # WELLS FARGO	NET 10TH	CLN	3/ 2/24	12:48

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 4/10/24 DOC# 489741
TERM#554 **********
* INVOICE *
SLSPR: 29 CINTHIA LAGUNA-NEGRETE **********
TAX : BIN CITY OF BISHOP

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	2		EA	16890	PRIMR+SEALR 1-2-3 GAL	2	32.99 /EA	65.98 *
2	2		CS	ECOFEEQT2GAL	ENVIROMENTAL FEE GALLON	2	.65 /CS	1.30 *

** AMOUNT CHARGED TO STORE ACCOUNT ** 73.17

TAXABLE	67.28
NON-TAXABLE	0.00
SUBTOTAL	67.28
TAX AMOUNT	5.89
TOTAL AMOUNT	73.17

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

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HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

ACE Hardware

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		WEST FARGO	PO # WEST FARGO	NET 10TH	AC	4/24/24	10:27

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 5/10/24
TERM#553

SLSPR: 14 ANGELIKA CAMPOS
TAX : BIN CITY OF BISHOP

DOC# 496333
****
* INVOICE *
****

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1		EA	13828	9" 3/8" ROLLER COVER NAPPK4	1	7.89 /EA	7.89
2	1		EA	20363	STAPLE 3/8" T-50 1250PK	1	6.99 /EA	6.99

** AMOUNT CHARGED TO STORE ACCOUNT ** 16.18

TAXABLE	14.88
NON-TAXABLE	0.00
SUBTOTAL	14.88
TAX AMOUNT	1.30
TOTAL AMOUNT	16.18

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

www.highcountrylumber.com

X
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		CARETAKER	PO # CARETAKER	NET 10TH	TO	4/25/24	2:08

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 5/10/24
TERM#553

DOC# 496566
****
* INVOICE *
****

SLSPP: 12 TABATHA ORDONEZ
TAX : BIN CITY OF BISHOP

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1		EA	3251121	CIRCUIT ALERTR NONCNTACT - Shop	1	16.99 /EA	16.99
2	1		EA	3008836	CONNECTOR 25 PC ASSORTED in well + Camp	1	5.99 /EA	5.99

$6.51

** AMOUNT CHARGED TO STORE ACCOUNT ** 24.99

TAXABLE	22.98
NON-TAXABLE	0.00
SUBTOTAL	22.98
TAX AMOUNT	2.01
TOTAL AMOUNT	24.99

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

ACE Hardware

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		GROUNDS	PO # GROUNDS	NET 10TH	CLN	4/30/24	2:57

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 5/10/24 DOC# 497231
TERM#553 **********
* INVOICE *
SLSPR: 29 CINTHIA LAGUNA-NEGRETE **********
TAX : BIN CITY OF BISHOP

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1		QT	7024052	KILLER WEED/GRASS CONCENT QT	1	18.89 /QT	18.89
2	2		EA	1210ZB	1/2 X 10 Z-BAR FLASHING	2	5.38 /EA	10.76



Grand = 20.54
Wells Fargo = 11.70

** AMOUNT CHARGED TO STORE ACCOUNT ** 32.24

TAXABLE	29.65
NON-TAXABLE	0.00
SUBTOTAL	29.65
TAX AMOUNT	2.59
TOTAL AMOUNT	32.24

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

www.highcountrylumber.com

X
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		GROUNDS	PO # GROUNDS	NET 10TH	AC	5/24/24	2:55

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 6/10/24
TERM#552

DOC# 500700
****
* INVOICE *
****

SLSPR: 14 ANGELIKA CAMPOS
TAX : BIN CITY OF BISHOP

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION		UNITS	PRICE/PER	EXTENSION
1	10		EA	12912	CAULK #230 WHITE 10.1OZ		10	7.99 /EA	79.90

REPRINT

** AMOUNT CHARGED TO STORE ACCOUNT ** 86.89

TAXABLE	79.90
NON-TAXABLE	0.00
SUBTOTAL	79.90
TAX AMOUNT	6.99
TOTAL AMOUNT	86.89

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

HIGH COUNTRY LUMBER, INC.
444 SOUTH MAIN STREET
BISHOP, CA. 93514
CL #756395
PHONE: (760) 873-5874

ACE Hardware

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
13630		WELLS FARGO	PO # WELLS FARGO	NET 10TH	JB	6/24/24	3:28

Sold To:
LAWS RAILROAD MUSEUM
P.O. BOX 363

BISHOP CA 93515

Ship To:

DUE DATE: 7/10/24
TERM#553

DOC# 504669
****
* INVOICE *
****

SLSPR: 17 JORDYN BROWN-STROUT
TAX : BIN CITY OF BISHOP

LN#	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1		EA	12932	JOINT CEMNT DURABOND GAL	1	23.99 /EA	23.99
2	1		EA	16890	PRIMR+SEALR 1-2-3 GAL	1	32.99 /EA	32.99 *
3	1		CS	ECOFEEQT2GAL	ENVIROMENTAL FEE GALLON	1	.65 /CS	.65 *
4	1		EA	1024449	SANDING SPONGE 80G 3PK	1	7.99 /EA	7.99
5	1		EA	1586163	PAINT BRUSH SET 4PC	1	15.44 /EA	15.44

** AMOUNT CHARGED TO STORE ACCOUNT ** 88.15

TAXABLE	81.06
NON-TAXABLE	0.00
SUBTOTAL	81.06
TAX AMOUNT	7.09
TOTAL AMOUNT	88.15

ALL SPECIAL ORDERS ARE FINAL AND NON-REFUNDABLE

X _____
Received By

www.highcountrylumber.com

City of Bishop
2023/24 Grant In Support

FINAL REPORT

Name of Organization: Eastern Sierra Artists dba C5 Studios Community Arts Center

Project Title: Art in Storefronts 2024

A. SERVICES PROVIDED - Describe the project/program of services and how it benefited the community. From the evaluation method used to measure the success of the project/program implemented, describe the outcome and its impact on the community.

C5 Studios Community Arts Center requested funding to support the project, Art in Storefronts, to bring art to vacant or neglected buildings in downtown Bishop and the appearance and aesthetics of these empty storefronts.

Our goal was to provide opportunities for artists to display their work and share it with the community, utilize and transform unused spaces, and to create an art walk in downtown, including a brochure/map of the participating artist's work. We also wanted to give opportunity to the storefront owners to describe their business to the community which was included in the brochure.

This project launched on May 18th, 2024 with an Art in Storefronts opening art walk. This event brought the community together to celebrate the installations as well as the artists and storefronts. The opening art walk was guided by our directors with two opportunities to take groups down Main St.

Our method of evaluation was to have an open public call for artists to calculate how many proposals we received, create tours to see how many people wanted to participate in the art walk, and provide a comment box. We received a lot of positive verbal feedback from the storefront owners, artists, and the public during our opening event.

We have impacted the public to walk Main St. and enjoy the local art. This project brings more foot traffic to Bishop and enlightens the observers with not only visual art but written word. The viewers that participated in the art tours were moved by the artists work, the artists stories and descriptions creating a connection in the community between art and the public.

B. PROJECT GOALS - Describe how the project/program achieved the goals and objectives identified in the submitted funding application.

Our objectives and how they were achieved are outlined below:

1. Provide opportunities for artists to display their work and share it with the community.

   This objective was achieved by having an open public call for artists. We received 11 artist proposals. We then determined what proposals worked well with the storefronts we were able to work with. Stipends for the artists covered their materials and time and let the artists create for this project.

2. To utilize and transform unused spaces.

   This objective was achieved by getting in contact with storefront owners. We were able to work with 6 storefronts and had 8 windows for installations. Organizing which art proposal would work for each storefront, as well as communicating with the storefronts to plan when and how long the installations would be displayed for. This gave the opportunity to transform the storefronts into interesting and whimsical art pieces.

3. To create an art walk in downtown, including a brochure/map of the participating artist's work.

   This objective was achieved by designing a brochure that not only includes the participating artist's work but included the storefront's description and a map. This brochure was designed and printed for the Art in Storefronts opening event on May 18th, 2024. We printed 100 brochures for the event and to have at C5 Studios afterwards for anyone that missed out or wanted to enjoy the art walk at a later time. We also put more information of the artist's work on our website if it was provided, as well as providing the brochure on our website.

C. NUMBER SERVED BY GRANT - Describe the target population served by the project/program, and the number of city residents as well as the toal number of people served by the grant funds during the reporting period.

The target population served by the project was storefront owners, artists, and the public of locals and tourists of Bishop.
Total number of city residents served (participants: storefronts and artists) - 17
Total number of people served (people who came to the opening or went on a tour) - 150

D. TOTAL EXPENDITURES - Describe in detail how the grant funds received were spent.

Explanation of use of grant funds: We were awarded $6,000 and our use of the grant funds was as follows:

Expense	**Description**	**Amount**	**Amount covered within grant budget**
Administrative	Project Management, Brochure design, and other C5 Studios Admin work	$1,000	$1,000
Artistic	Artist Stipends	$3,950	$3,950

Facility Rental	Renting the space at C5 Studios for art opening and meetings	$300	$300
Printing	Brochure printing	$150.08	$150.08
Promotion & Publicity	Flyers and social media posts	$38.06	$38.06
Contractual Services	Catering for art opening	$200	$200
		Total:	**$5,638.14**

E. ATTACHMENTS:

- **Invoices/receipts:** Attach copies of invoices for all expense invoices paid by City Grant funds as outlined in the project line item budget.
- **Color photograph(s):** Attach one (1) to three (3) photographs of the program for which grant was awarded.

Please find attached invoices/receipts:

1. City reimbursement invoices
2. Artist stipend payment log
3. Community Printing receipts
4. Invoice from The Rolling Chef

Please find attached color images:

1. Photograph of the Art in Storefronts opening crowd
2. Photograph of the Art in Storefronts tour
3. Pdf file of the Art in Storefronts brochure

We would like to take this opportunity to sincerely thank the City of Bishop for making this grant available to us so that we can continue and share art with our community!

THANK YOU!



1

Maligy
by Vanessa Rios

"Maligy" is a 9x4 ft drawing, representing 1 of 2 pieces of my Prey & Predator scroll series I made back in early 2023, which symbolize the frightening difference between the hunter, apex predators, and unfortunate preys. With the use of my stylized backgrounds and immersive detail that bring the flat jack rabbit to life, in forms of rebirth and growth with its wings that represents flight or fight behaviors.



1

Return to Body
by Alyssa Marquez and Denver Billing

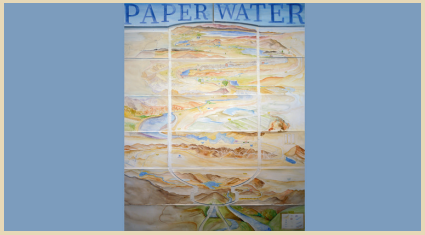
This piece is a collaboration between two people and it represents unfinished stories of connection. The first story represents the connection between three ecosystems in the Eastern Sierra; desert, alpine and riparian. The second story represents the connection which is created between people when we make with our hands. The third story was realized on the last day of weaving/netting, and represents the connection with our own bodies and inspired the name of this piece. The viewer is asked to continue the story from their own perspective.



1

Guardian of the Dreaming Rivers
by Demart Denaro

Bleeding darkness flows,
feeling waters within us.
Waking the dragon.



2

Paper Water
by Jenny Kane

Paper water is a term used by utilities to describe “water they have access to but is difficult or impossible to access for various reasons.”

There is an entire water “stock market” that is invisible and unknown to the public that moves imaginary water around “on paper" to support future development projects.

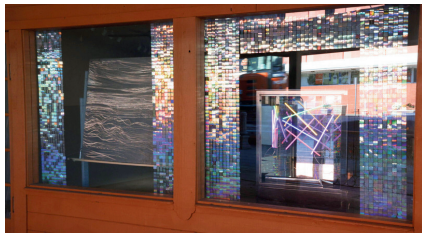
This watercolor mapping project intends to make more visible the unseen, or forgotten, water infrastructure that exists around us and has remade the landscape we live in today



3

The Value of Nature
by Rodney Thompson and Steve White

This installation, based on beautiful sinuous segments of the Owens River and other aspects of nature, raises the question of how we value nature – as a commodity to be consumed or simply because it is natural, wild, and beautiful.



4

Ephemeral Reflections:
Illuminating the Unexpected
by Elaine and Janice Kabala

"Ephemeral Reflections" is a captivating window installation that harnesses the power of mirrors and lights to evoke a sense of the unexpected within familiar surroundings. The arrangement of mirrors and dynamic lighting transforms the mundane into the extraordinary, inviting viewers to reconsider their perceptions of the everyday.



5

Eastside Oddments
by Lori Michelon

My art is about gathering bits and pieces of life and putting it down for contemplation. It’s about the local flora and fauna of the Eastside, including my hybrids: a mix of the humans, animals, and plants of the area. They come in peace (pieces) and they hope to be welcomed and engaged with - I think they have something to say. I hope you will listen.



6

Love Letter to the High Sierra...
mountains and decades of inspiration
by Eva Poole-Gilson

Eva Poole has been writing and teaching poetry in the Owens Valley for a long time. It is a testament and thank you to the land and the people here who have so enriched her life and the lives of many thousands of others.

Contact Eva at bkebkb@hotmail.com
www.fb.com/groups/TheImaginationLab/

Location Descriptions

1 Dreamt Space
156 S Main St, Bishop CA

The space was called "Dreamt Spaces" it was the metamorphosis of my healing where I grew a strong sense of community and understanding through various community art projects like "the 40 Moths Project" and "Abstracted Connections" (a 5 person group art show). I grew a lot not just as a tattoo artist but as an artist who understands a little bit more about my need and gratitude for space and movement.
This final artist in windows install is an homage to the evolutions of letting go and to this year of the dragon. Dreamt Spaces still continues as a modular sanctuary for dream work and art work.

2 Spellbinder Books
124 S Main St, Bishop CA

Owens Valley's Widest Selection of Books Since 1970! We are an independently owned and operated general bookstore, with a great selection of local interest titles, fiction & mystery, and kids' books. We also carry greeting cards, postcards, audio books, calendars, journals and lots of other gifts and treasures.

3 River Queen Provisions
162 N Main St, Bishop CA

The historic Ben Franklin building will be the future home of River Queen Bishop- a farm to table cafe, regionally and sustainably sourced general store, community event space, and boutique guest rooms. Read more about the project at https://riverqueenbishop.com/

4 The Rolling Chef
206 N Main St, Bishop CA

This building, when finalized, will be built with more than just architectural design and furniture. This building will have a strong foundation of PERSISTENCE, HARD WORK AND PASSION. When the doors open, you are going to have the experience of culinary culture and community.

5 Sage to Summit
312 N Main St, Bishop CA

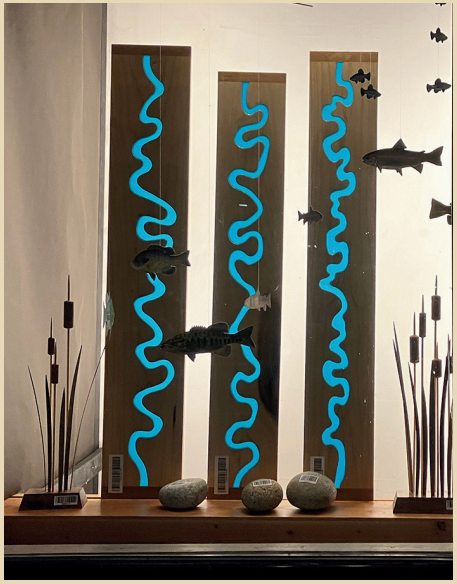
Sage to Summit started as a passion for the mountains and an endorphin rush. We aim to provide you with the best products and service that you will ever take to the mountains!

6 The Job Spot
151 N Main St, Bishop CA

The Job Spot is a collab between Cerro Coso Community College and Inyo County Office of Education Adult Ed Program to bring free, quality education programs to the adults of Inyo county such as English as a Second Language, High School Diploma, GED courses, and Computer Literacy. Our Mission is to Educate, Empower, Excel!

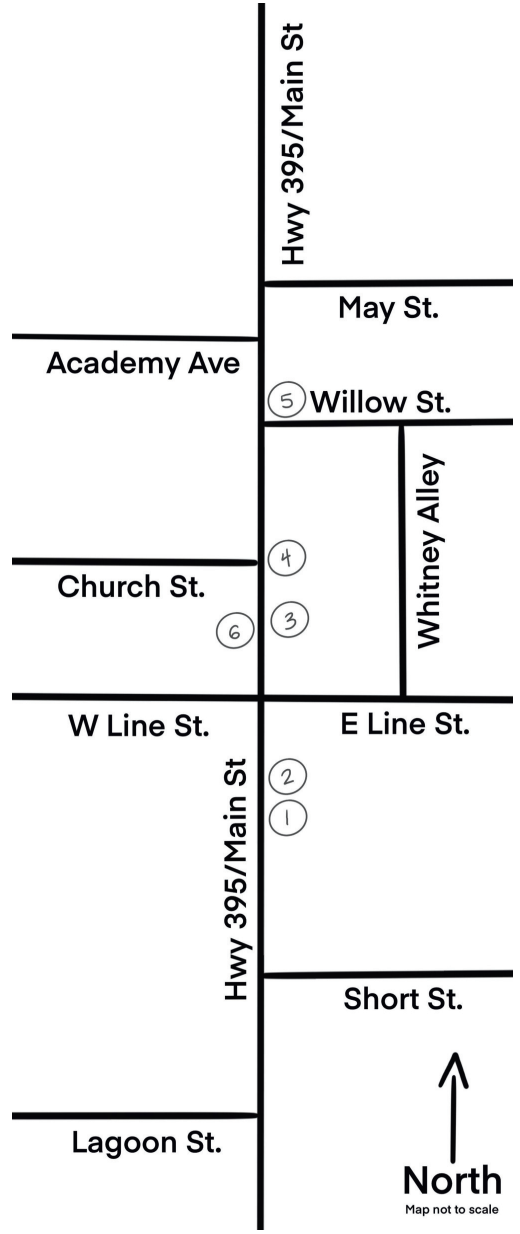
Launches May 2024 and funded by a grant from the City of Bishop. Eastern Sierra Artist DBA C5 Studios has selected 8 windows to display art installations by 11 artists. This project takes place in Downtown Bishop and is located down Main Street.

Learn more at
www.c5studios.org/art-in-storefronts





ART IN STOREFRONTS 2024



Art in Storefronts Opening Crowd



Art in Storefronts Tour



2023/24

CITY OF BISHOP GRANT-IN-SUPPORT FINAL REPORT

Eastside Student Center
www.eastsidestudentcenter.org
info@eastsidestudentcenter.org
(760)874-8724

PREPARED BY
Jordan Rose
jordan@eastsidestudentcenter.org
(707)974-6748

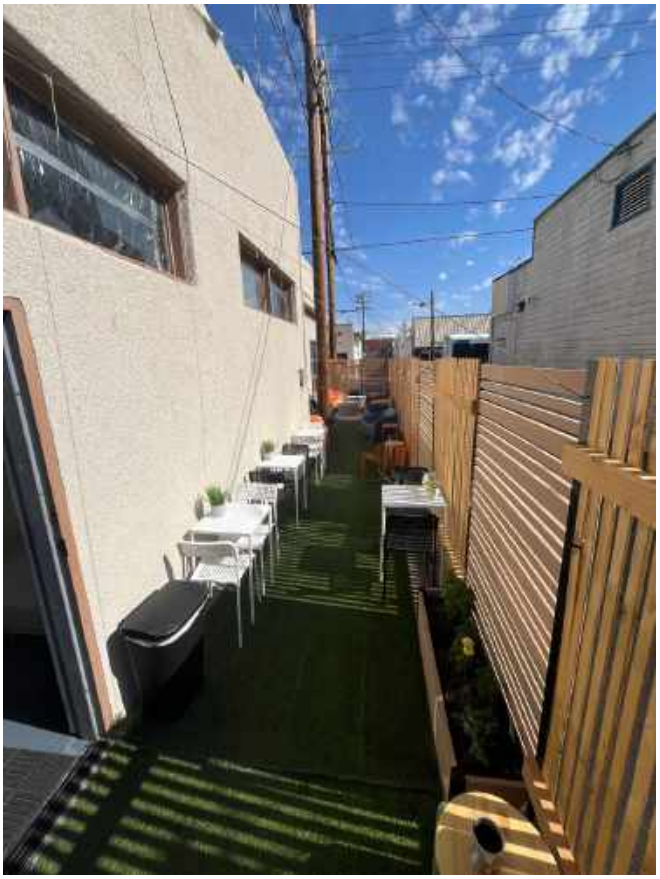
PROJECT DETAILS

Name of Organization

Eastside Student Center

Project Title

Eastside Student Center Patio Project & Kitchen Update





SERVICES PROVIDED

Describe the project/program or services provided and how it benefitted the community. From the evaluation method used to measure the success of the project/program implemented, describe the outcome and its impact on the community.

Funds from the City of Bishop Grant-in-Support provided to Eastside Student Center were used to create, from start to finish, an outdoor patio space for student use during Eastside's hours of operation. Funds were also allocated to support a kitchen revitalization project at Eastside, with additional funds coming from the Rotary Community Foundation. Thanks to funds from the City of Bishop the patio space and kitchen now provide comfortable spaces for community youth to engage in fun, healthy, and educational activities during critical out-of-school hours.

Since the patio project completion, students are now able to spend time outside in a comfortable space. The added space allows students to complete homework in the fresh air, engage in different activities and games, and take space when necessary. The patio is also equipped with small garden beds, which students have planted and cared for throughout the spring and summer months. The patio has also increased our space, which allows for a more comfortable environment for students to gather, as there are more space options and areas to spread out.

The kitchen update has tripled the amount of counter space for students to engage in cooking and baking clubs and classes. Updated countertop appliances, cook and bakeware, and a larger sink have allowed for more diverse baking and cooking projects, and has increased engagement and enjoyment of the kitchen space. Students also worked together to create a cabinet mural, and a mural on the north kitchen wall.

Evaluation Method from Grant Application Narrative:

- Eastside Student Center will evaluate the success of this project using two measures: increase in space to allow for more students, and an increase in the diversity of programming offered to the youth in attendance. The extra patio space will allow for us to host more students on a daily basis and move students off of our waitlist. With the extra space, we will be able to offer more programming specific to being outside, along with creating an additional gathering space for clubs and other organizations to use our space. The revitalized kitchen space will allow us to offer and host cooking and baking classes on a daily/weekly basis and draw different students to the center.





PROJECT GOALS

Describe how the project/program achieved the goals and objectives identified in the submitted funding application:

This project achieved the goals outlined in the funding application in the following ways:

- Created a welcoming, comfortable outdoor patio space for youth to use during ESC hours-of-operation.
- Expanded and diversified usable space for Eastside Student Center programs.
- Created a much more usable kitchen space for students to engage in cooking and baking classes.
- Expanded community reach by creating more space for more students, and diversified program offerings for a wider range of students.

Project Goals Outlined in Grant Application Narrative:

- The Eastside Student Center Patio Project and Kitchen Update will create an outdoor patio space for students to enjoy while attending the center, as well as an updated kitchen space where students can engage in cooking and baking classes. The patio will be attached to the building at 162 W Line St., and will provide much needed outdoor space for the students and staff. The patio will extend between 6 and 8 feet into the alley, and run the length of the building (approximately 54 feet). The patio will be fenced in, and will have garden beds, seating, games, and areas for students to complete homework and activities. The asphalt will be covered in artificial turf to create a clean and comfortable ground surface. The kitchen will be located at the back of the building, and will include updated cabinets and storage, along with updated cooking/baking appliances, flooring, and cookware/bakeware for student use.
- By providing this outdoor space, students will have access to fresh air, opportunities to learn about gardening and food production, as well as engage in fun activities and games that can not take place indoors. The kitchen will provide a space for students to learn about cooking and baking, and provide opportunities for expanded programming at the center.
- The patio space will incorporate a privacy fence, and unique and innovative seating for students, including colorful benches, planter boxes, and interesting geometric patterns. The kitchen will have upgraded cabinets and countertops, provide more storage and prep space, and upgrade countertop appliances for baking and cooking.







NUMBERS SERVED

Describe the target population served by the project/program, and the number of City residents as well as the total number of people served by the grant funds during the reporting period.

5TH - 8TH

Target Population

The Target Population for this for this project was students in grades 5-8 in the City of Bishop and surrounding areas (Bishop Unified School District students)

144

Numbers Served

Eastside Student Center served 144 unduplicated students in grades 5-8 during the 2023-24 Grant-in-Support timeframe. Of those students, 52 were City of Bishop residents.

200+

Future Planning

In the coming school year, Eastside Student Center is expanding their services by opening a second location. Eastside will serve students in grades 5-12, with hopes of serving over 200 youth in the community.







TOTAL EXPENDITURES

Describe in detail how the grant funds received were spent.

Eastside Student Center received a total of $8,000 in funds from the City of Bishop Grant-in-Support.

CATEGORY	DESCRIPTION	TOTAL
Kitchen Cabinets	New upper and lower cabinets, countertops, room dividers & hardware (IKEA + Target)	• $3,087.00
Kitchen Appliances	**Induction hotplates, microwave (IKEA), toaster ovens, stand mixer (Target)**	• **$869.93**
Cookware + Utensils	Pots & pans, rolling pins, utensils, etc. (Target)	• $295.43
Kitchen Sink + Faucet	**Kitchen Sink, Faucet, & Stopper**	• **$255.00**
Patio Fencing	(8) 6' x 3' Fence panels with affixed planter boxes (Home Depot) + lumber, hardware & tools (ACE).	• $3,042.46
Artificial Turf	**(7) Artificial Turf Rolls (5'x8') (Amazon)**	• **$454.93**
Subtotal	Subtotal for included receipts	• $8,004.75
Total	Total City of Bishop Funds Expended	• $8,000

APPENDIX A

Below are before, during and after photographs of the project funded by the City of Bishop Grant-in-Support:

Before











APPENDIX A

During



















APPENDIX A

After













APPENDIX B

Invoices + Receipts

Eastside Student Center Patio Project + Kitchen Update

Funded by City of Bishop Grant-in-Support Program

Agenda Item: 14.G
Date of Meeting: October 28, 2024
Department: Administration

STAFF REPORT

To:	City Council
From:	Ethan Aukee
Subject:	**Fiscal Year 2024-2025 Economic Development Agreement with the Chamber of Commerce**
Prepared On:	September 25, 2024
Attachments:	Draft Economic Development Agreement_Chamber of Commerce_FY 2024-25

Background/History:
The City has contracted with the Chamber of Commerce in prior fiscal years to provide services similar to those included in the scope of the FY 2024-25 proposed agreement.

Analysis/Discussion:
The Chamber of Commerce has provided and updated a more extensive scope of services within the proposed agreement. The amount of money paid by the City to the Chamber of Commerce is increasing by $10,000 in comparison to the prior agreement ($75,000 to $85,000).

Economic Impacts:
Economic impacts are outlined throughout the proposed agreement.

Budget Impacts:
The contract amount is already programmed within the City's FY 2024-25 Budget.

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

Recommended Action:
City Council to review and approve the proposed agreement and authorize the City Administrator to execute the agreement on behalf of the City.

Approved By: Deston Dishion 9/25/24
Approved By: Robin Picken 9/26/2024
Approved By:
Approved By:

SERVICES AGREEMENT BETWEEN THE CITY OF BISHOP AND THE BISHOP AREA CHAMBER OF COMMERCE & VISITORS BUREAU

1. PARTIES AND DATE

This Agreement is made and entered into effective on the ____ day of _____ 2024, by and between the City of Bishop, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 377 W. Line Street, Bishop, California, 93514 ("City") and the Bishop Chamber of Commerce, a California corporation, with its principal place of business at 690 North Main Street, Bishop, CA 93514, ("Contractor" or "BCC"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS

2.1 Contractor

Contractor desires to perform and assume responsibility for the provision of City's tourism attraction, marketing and branding services, required by the City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing said professional services and is familiar with the goals of the City in this regard.

2.2 Project

City desires to engage Contractor to render such professional services related to City's visitor attraction, marketing, branding, and visitor experience as set forth in this Agreement.

3. TERMS

3.1 Scope of Services and Term

3.1.1 General Scope of Services

Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional services related to visitor attraction, marketing, branding, public relations and visitor experiences ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations. Exhibit "B" sets forth the deliverables under the scope of work which

will be reviewed annually by the parties and updated by written mutual agreement.

3.1.2 Term

The term of this Agreement shall commence on the date first written above and terminate June 30, 2025. The City and BCC may agree to extend the term of this agreement for up to one additional year by written mutual agreement. Notwithstanding the foregoing, this Agreement may be terminated as provided herein.

3.2 Responsibilities of Contractor

3.2.1 Independent Contractor: Control and Payment of Subordinates

The Services shall be performed by Contractor or those under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Neither City, nor any of its officials, officers, directors, employees or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents, except as set forth in this Agreement. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Key Personnel

Contractor has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. The key personnel for performance of this Agreement are as follows: Executive Director and the Board of Directors.

3.2.3 City's Representative

The City hereby designates the City Administrator or designee to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City but not the authority to change the total compensation due to Contractor under this Agreement. Any official

communication from the City of Bishop with respect to the performance of this contract by the Contractor must come from either the City Administrator or the City Council, and no other party.

3.2.4 Contractor's Representative

Contractor hereby designates Tawni Thomson, Executive Director or his/her designee, or the executive director as may be filled during the term of this agreement, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement at the direction of the BCC Board. The Contractor's Representative shall supervise and direct the Services, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.5 Coordination of Services

Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, Contractors and other staff at all reasonable times.

3.2.6 Standard of Care: Performance of Employees

Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein.

3.2.7 Laws and Regulations

Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Services and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with

Services. If Contractor performs any work knowing it to be contrary to such laws, rules and regulations, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees, agents, and volunteers free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations

3.2.8 Insurance

3.2.8.1 Time for Compliance

Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section.

3.2.8.2 Type of Insurance Required

As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder, and without limiting the indemnity provisions of the Agreement, the Contractor, in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

(A) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, and shall be no less than $1,000,000 per occurrence and no less than $2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

(B) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities shall be in an amount of not less than $1,000,000 combined limit for each occurrence.

(C) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than $1,000,000 per accident for bodily injury and disease.

3.2.8.3 Endorsements

Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval.

(A) The policy or policies of insurance required by Section 3.2.8.2(A); Commercial General Liability shall be endorsed to provide the following:
  (1) Additional Insured: Contractor agrees to endorse the third-party general liability coverage required herein to include as additional insured the City, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition date of 1985. Contractor also agrees to require all contractors, subcontractors, and anyone else involved in any way with the Services contemplated by this Agreement to do likewise.
  (2) Cancelation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancelation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) The policy or policies of insurance required by Section 3.2.8.2(B) Automobile Liability, and Section 3.2.8.2(D) Professional Liability, shall be endorsed to provide the following:
  (1) Cancelation: Required insurance policies shall not be canceled, or the coverage reduced until a thirty (30) day written notice of cancelation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) The policy or policies of insurance required by Section 3.2.8.2(C), Workers' Compensation, shall be endorsed to provide the following:
  (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

(2) Cancelation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancelation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.8.4 Primary and Non-Contributing Insurance

All insurance coverage shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.8.5 Waiver of Subrogation

Required insurance coverage shall not prohibit Contractor from waiving the right of subrogation prior to a loss. Contractor shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

3.2.8.6 Deductible

Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.8.7 Evidence of Insurance

Contractor, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is canceled or reduced, Contractor shall, within ten (10) days after receipt of written notice of such cancelation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.8.8 Failure to Maintain Coverage

Contractor agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The

City shall have the right to withhold any payment due to Contractor until Contractor has fully complied with the insurance provisions of this Agreement. In the event that the Contractor's operations are suspended for failure to maintain required insurance coverage, the Contractor shall not be entitled to an extension of time for completion of the Services because of production lost during suspension.

3.2.8.9 Acceptability of Insurers

Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.8.10 Insurance for Subcontractors

All subcontractors shall be included as additional insureds under the Contractor's policies, or the Contractor shall be responsible for causing subcontractors to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City as an Additional Insured to the subcontractor's policies. Contractor shall provide to City satisfactory evidence as required under Section 3.2.8.1 of this Agreement.

3.2.9 Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property

In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.

3.3 Fees and Payments

3.3.1 Compensation

The City will provide to Contractor compensation under the terms and conditions as provided for in Exhibit "C". If this Agreement is extended, Exhibit "C" will be updated each fiscal year to reflect the current year compensation for BCC.

3.3.2 Reserved

3.3.3 Reimbursement for Expenses

The compensation provided for in this Agreement constitutes the total compensation to be provided to Contractor. Contractor shall not be granted additional reimbursement for any expenses.

3.3.4 Extra Work

At any time during the term of this Agreement, City may request that Contractor perform Extra Work to be agreed upon in writing between the parties in exchange for additional compensation to be agreed upon between the parties. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the agreed upon task, service or project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.4 Accounting Records

3.4.1 Maintenance and Inspection

Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions

3.5.1 Termination of Agreement

3.5.1.1 Grounds for Termination

City may by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been actually rendered to City, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause, which shall consist solely of a breach by City that remains uncured following sixty (60) days' notice from Contractor to City specifying the nature of the alleged breach. Contracts entered into by Contractor which are supported by funds provided under this Agreement, which are consistent with the purposes of this Agreement, and for which the project or service was approved through the a public process

approved by Contractor's Board of Directors and for which funds were allocated shall continue to be funded by the City to the extent possible, subject to the availability of funding and ability for the City to assume the contractual obligations, through what would otherwise have been the expiration date of this Agreement if this Agreement is terminated without cause.

3.5.1.2 Effect of Termination

If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Replacement services

In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices

All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor: Bishop Area Chamber of Commerce & Visitors Bureau

690 N. Main Street

Bishop, CA 93514

ATTN: Executive Director

City: City of Bishop

377 W. Line Street

Bishop, CA 93514

ATTN: City Administrator

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property

This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement ("Documents & Data"). Contractor shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Contractor represents and warrants that Contractor has the legal right to license any and all Documents & Data. Contractor makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Contractor or provided to Contractor by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality

All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor. Such materials shall not, without the prior written consent of City, be used by Contractor for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services. Nothing furnished to Contractor which is otherwise known to Contractor or is generally known, or has become known, to the related industry shall be deemed confidential.

3.5.3.3 Confidential Information

The City shall refrain from releasing Contractor's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Contractor of its intention to release Proprietary Information. Contractor shall have five (5) working days after receipt of the Release Notice to give City written notice of Contractor's objection to the City's release of Proprietary Information. Contractor shall indemnify, defend, and hold harmless the City, and its officers, directors, employees and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (I) Contractor fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.5.4 Brown Act, Public Records Act, Conflict of Interest and Harassment Training and Compliance

At all times during the term of this Agreement, Contractor’s board of directors shall comply fully with the Ralph M. Brown Act, Government Code Section 54950 et seq. Contractor’s obligation hereunder shall not be limited to complying with the Brown Act with respect to the Services, but rather such obligations shall apply to all activities of Contractor and/or its board during the term of this Agreement. Contractor shall comply with the California Public Records Act (Government Code Section 6250 et seq). Contractor shall comply with the provisions of the Political Reform Act and the related regulations adopted by California Fair Political Practices Commission, including without limitation the provisions and regulations concerning conflicts of interest. Specific conflict standards for the board and staff will be defined in an adopted conflict of interest policy. Contractor’s management staff and board shall attend similar harassment and ethics training as required of City elected officials and staff, by attending City or, other governmental agency sponsored training or similar online training program. Documentation of training will be maintained by Contractor. BCC shall notify the City Clerk of any Board vacancy and the Name(s) of all new board members. The City, with costs funded from the tourism reserve as provided for in Exhibit C will provide clerking support services to include preparation of agendas, clerking meetings, preparing minutes and coordination of compliance with the above laws and similar support for standing committees that are subject to the

Brown Act. All of Contractor's public meetings shall be held in the City Council Chambers and broadcast through the Granicus system, which may include cable TV government channel broadcasting, unless there is a conflict for meeting space and meetings cannot be rescheduled.

3.5.5 Reserved

3.5.6 Cooperation: Further Acts

The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.7 Attorney Fees

If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.8 Indemnification

3.5.8.1 Scope of Indemnity

To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors or agents in connection with the performance of the Contractor's Services or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorney's fees and other related costs and expenses.

3.5.8.2 Additional Indemnity Obligations

Contractor shall defend, with counsel of City's choosing and at Contractor's own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by Section 3.5.8.1 that may be brought or instituted against City or its directors, officials, officers, employees, volunteers and agents. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Contractor shall also reimburse City for the cost of any settlement paid by City or its directors,

officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for City's attorney's fees and costs, including expert witness fees. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials, officers, employees, agents, or volunteers.

3.5.9 Entire Agreement

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.10 Governing Law

This Agreement shall be governed by the laws of the State of California. The venue shall be in Inyo County.

3.5.11 Time of Essence

Time is of the essence for each and every provision of this Agreement.

3.5.12 City's Right to Employ Other Contractors

City reserves the right to employ other Contractors.

3.5.13 Successors and Assigns

This Agreement shall be binding on the successors and assigns of the parties.

3.5.14 Assignment or Transfer

Contractor shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.15 Construction: References; Captions

Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not workdays. All references to Contractor include all personnel, employees,

agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.16 Amendment; Modification

No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.17 Waiver

No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.18 No Third-Party Beneficiaries

There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.

3.5.19 Invalidity: Severability

If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.20 Prohibited Interests

Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.21 Equal Opportunity Employment

Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry,

sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.22 Labor Certification

By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code and agrees to comply with such provisions before commencing the performance of the Services.

3.5.23 Authority to Enter Agreement

Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.24 Counterparts

This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6 Subcontracting

3.6.1 To the extent that Contractor subcontracts any portion of the work required by this Agreement, each such subcontract shall contain a provision making it subject to all relevant stipulated in this Agreement.

CITY OF BISHOP

BISHOP AREA
CHAMBER OF COMMERCE &
VISITORS BUREAU

By: _____
City Administrator

By: _____
Executive Director

Attest:

By: _____
City Clerk

Approved as to Form:

By: _____
City Attorney

EXHIBIT A

SCOPE OF SERVICES

Bishop Area Chamber of Commerce & Visitors Bureau ("BCC") is tasked with improving the tourism industry in City and increasing quality visitation. The scope of services provides an overview of the engagement between BCC and the City of Bishop ("City"). Specific deliverables within these scope of service categories will be drafted by BCC and delivered to City Council as part of the annual budget and operating plan review.

Marketing Services: Scope of Work

Bishop Chamber of Commerce serves as both the Destination Marketing/Management Organization and Local Chamber of Commerce/Information Center.

Destination Marketing/Management Programs Include:

Information Center: Open year-round. Staffed with knowledgeable and professional team. Assist walk-in, telephone and email guests with all types of inquiries.

Website: www.bishopvisitor.com is continually updated to offer information about seasonal recreational activities, events that attract visitors, emergency alerts such as weather & road conditions.

Visitor Guide: Magazine style publication updated annually. Print edition distributed at travel shows, regional visitor centers and businesses via Certified Folder Display. Digital version available as download from website.

Advertising: Display ads in a variety of regional and national print and digital publications.

Social Media: Paid placements in out-of-the-area markets on Facebook & Instagram as well as Google Search Ads. Coordinate strategic organic social media programs including Facebook, Instagram, TikTok and YouTube.

Visit Bishop Mobile App (Visit Widget): Available as free app. Useful for guests planning where to go and what to do while in Bishop.

Travel & Sport Shows: Promote Bishop at direct-to-consumer travel and outdoor recreation shows in major cities.

Media Fam Tours: Host social media influencers and travel writers to develop positive stories about Bishop.

Blake Jones Trout Derby: Organize and promote the state's largest and longest running single-day trout derby.

Other Events That Draw Visitors To Bishop: Support and promote Craggin' Classic, Mule Days, Tri-County Fair, VCMC Dual Sport, Flash Foxy, Eastern Sierra Pride, CHSRA State Finals Rodeo Championship and others.

Local-to-Local/Community Programs Include:

Christmas Events: Bishop Chamber is lead organizer of the annual Main Street Christmas Parade and Tree Lighting Ceremony in Bishop City Park. Bishop Chamber also organizes and promotes events designed to increase local shopping during the holiday season (Shop Local Raffle).

Local Events: Bishop Chamber promotes many events produced by other organizations that provide entertainment and cultural enrichment for residents including 4th of July Big Day in the Park and Fireworks, Downtown Markets, Hispanic Heritage Celebration, Monday Night Band Performances in Bishop City Park, Playhouse 395 performances and others.

Networking: Bishop Chamber hosts bi-monthly after hours "mixers" at local business locations for the purpose of highlighting the business and bringing businesspeople together with community leaders to discuss topics in a fun and relaxed setting.

Business Education: Bishop Chamber hosts bi-monthly "lunch & learn" with featured guest speakers on topics that are interesting and helpful for local small businesses.

Community Engagement: Support and promote City of Bishop projects such as planning workshops, surveys and studies. Assist City of Bishop staff by providing data collected by the Bishop Chamber. Maintain database and schedule for monthly Inyo Associates meetings.

EXHIBIT B

FY 2024-25 STRATEGIC PLANNING GOALS

This exhibit will be updated annually with a strategic planning session conducted by the BCC Board. Each of the goals planned for the fiscal year will tie directly to the Scope of Services outlined in Exhibit A. All goals should be specific, measurable, attainable, relevant, and timely in order to serve as a true measure of success.

Key Goals/Objectives for FY 2024-2025:

- Continue promoting Bishop as a highly desirable destination, not merely a stopover location.
- Include *Responsible Recreation* messaging in all efforts – focus on attracting the type of guests that are a good fit for our community.
- Work to increase occupancy, average daily rate and length of stay.
- Monitor all marketing investments to ensure reasonable progress is being made.
- Promote commercial air service to Bishop airport. Assist guests with planning ground transportation.
- Increase social media marketing efforts for local focused events.
- City of Bishop will continue to help the Chamber find a new location.
- Support City of Bishop efforts to create a new brand/logo for the destination.

Deliverables:

Bishop Chamber will provide monthly progress reports to City Council

Bishop Chamber will provide an annual report to Bishop City Council including social media metrics, website visitation and data collected through Google Analytics, Smith Travel Research, DataFy and other sources.

Additional Information:

The Bishop Chamber of Commerce is a local based non-profit organization. Our mission is to promote business, tourism and responsible recreation for the benefit of our community. The Chamber of Commerce side of the organization is largely self-sufficient, funded by membership dues and fundraising. The Destination Marketing/Management side of the organization has a much larger operating budget with funding derived from many sources including City of Bishop, County of Inyo, event co-sponsorships and Bishop Tourism Improvement District.

EXHIBIT C

COMPENSATION

This exhibit will be updated annually based on the City budget, approved Transient Occupancy Tax (TOT) revenue and any adjustments to allocation or reserve rates approved by City Council. The City will provide an updated Exhibit C by July 1 of each year.

Section 1: Payments, Financial Accounting, and Reporting

(a) Funding Amount for FY 2024-25
For FY 2024-25, Contractor shall receive $85,000. The City of Bishop also shall provide office space at no charge for the bishop Chamber of Commerce & Information Center, including utilities and maintenance (estimated value of $50,000 per year).
(b) By January 30th of each year, BCC will provide to the City an accounting, plus a copy of any audit of expenditures showing the use of City provided funding for the previous fiscal year, July 1 to June 30.
(c) Funds received from non-City sources shall be identified and accounted for separately. Separation of sources and uses of funds is necessary to provide accounting of the use of restricted funds in compliance with any restrictions placed on funding.

Section 2: The City may in its sole discretion provide additional funding to BCC in amounts approved by a resolution of the City Council. The resolution will set forth the purpose of the funding, the source, any restrictions, and other matters relating thereto.

Section 3: In the event BCC ceases to operate or exist, or the Agreement is terminated, all unexpended City funds held by BCC shall be returned to the City.

Section 4: FY 2024-25 Payment Schedule

(a) Contractor shall invoice the City for two payments pertaining to FY 2024-25.
(b) Invoice 1 shall be submitted for services rendered through December 31, 2024.
(c) Invoice 2 shall be submitted for services rendered through June 30, 2025.
(d) Invoice 2 shall be submitted no later than July 31, 2025.

Agenda Item: 14.H
Date of Meeting: October 28, 2024
Department: City Clerk

STAFF REPORT

To:	City Council
From:	Robin Picken
Subject:	**Granicus Agreement – One-Year Extension 11/12/2024-11/11/2025**
Prepared On:	October 14, 2024
Attachments:	Granicus Agreement 2018-2021 Granicus Agreement 2023/11/12 to 2024/11/11 Granicus Proposed Agreement 2024/11/12 to 2025/11/11

Background/History:

The City of Bishop has contracted with Granicus since May of 2014 to provide the citizens of Bishop with a transparent and open meeting platform to view the City of Bishop's City Council, City Commissions, and other City related meetings, their posted agendas, and approved minutes.

To date, the City staff feels that Granicus has performed their services in a satisfactory manner and staff has agreed to also include their agenda management solution called PEAK Agenda management which added an additional cost of $3,300.00 for 11/12/2023-11/11/2024, $3,531.00 for 11/12/2024-11/11/2025, and $3,778.17 for 11/12/2025—11/11/2026.

Analysis/Discussion:
The City's current agreement with Granicus was effective November 12, 2018 to November 11, 2021 and upon mutual written agreement, the term of this agreement can be extended annually for an additional one (1) year period, or longer as the parties agree.

The Council approved a one (1) year extension for 2021-2022, 2022-2023, and on October 23, 2023, the City Council approved the Granicus Agreement – One-Year Extension 11/12/2023-11/11/2024 with an annual cost of $14,685.74.

Economic Impacts:
There is no significant economic impact.

Budget Impacts:

The current annual cost to the City is $14,685.74. If the Council approves the one-year renewal for Granicus' services, the annual cost will go up 3.9% from $14,685.74 to $15,258.31 for November 12, 2024 to November 11, 2025.

Legal Review:
Legal review is not necessary for this agenda item.

Recommended Action:
Council consideration to approve the proposed Granicus Subscription Renewal from November 12, 2024 to November 11, 2025 with an annual cost of $15,258.31.

Approved By: Ethan Aukee 10/15/2024
Approved By: Robin Picken 10/15/2024
Approved By: Deston Dishion 10/16/2024
Approved By:

CITY OF BISHOP
VENDOR AGREEMENT WITH
GRANICUS

This VENDOR AGREEMENT ("AGREEMENT") is made and entered into as of November 12, 2018 (the "Effective Date"), by and between the City of Bishop, a municipal corporation ("AGENCY"), and Granicus, LLC, a Minnesota Limited Liability Company d/b/a Granicus ("VENDOR").

RECITALS:

AGENCY wishes to retain the services of an experienced and qualified VENDOR to provide streaming media solutions specializing in Internet broadcasting, and related support services.

VENDOR represents and warrants that it is qualified to perform those services.

AGREEMENT:

I. SERVICES TO BE PERFORMED BY VENDOR

VENDOR will provide the services listed in the Scope of Services attached hereto as Exhibit A. VENDOR warrants that all work and services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

II. TERM

Unless earlier terminated in accordance with Paragraph 4 below, the AGREEMENT will continue in full force and effect from the Effective Date through November 11, 2021. Upon mutual written AGREEMENT, the term of this AGREEMENT can be extended annually for an additional one (1) year period, or longer as the parties agree.

III. COMPENSATION

A. Vendor's Fee

For services rendered pursuant to this AGREEMENT, VENDOR will be paid in accordance with the Compensation Schedule attached hereto as Exhibit B, provided, however, that in no event will the total amount of money paid the VENDOR, for services initially contemplated by this AGREEMENT, exceed the sum of $9,821.43 for services provided from November 12, 2018 through November 11, 2019; $10,116.07 for services provided from November 12, 2019 through November 11, 2020; and $10,419.56 for services provided from November 12, 2020 through

November 11, 2021 ("Agreement Sum"), unless otherwise first approved in writing by AGENCY. Should this AGREEMENT be renewed, the VENDOR's fee may be adjusted upon the written AGREEMENT of the parties.

B. Schedule of Payment

Provided the VENDOR is not in default under the terms of this AGREEMENT, upon presentation of an invoice, VENDOR will be paid the fees described in Paragraph 3.A. above, according to the Compensation Schedule. Payment will be due within thirty (30) days after the date of the invoice.

IV. TERMINATION OF AGREEMENT

A. The AGENCY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon the VENDOR at least thirty (30) days prior written notice. Upon receipt of said notice, the VENDOR shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If the AGENCY suspends or terminates a portion of this AGREEMENT, such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.

B. In the event this AGREEMENT is terminated pursuant to this Section, the AGENCY shall pay to VENDOR the actual value of the work performed up to the time of termination, provided that the work performed is of value to the AGENCY. Upon termination of the AGREEMENT pursuant to this Section, the VENDOR will submit an invoice to the AGENCY pursuant to Section 3.

V. FORCE MAJEURE

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

VI. RETENTION OF FUNDS

VENDOR authorizes AGENCY to deduct from any amount payable to VENDOR (whether or not arising out of this AGREEMENT) any amounts the payment of

which may be in dispute or that are necessary to compensate AGENCY for any losses, costs, liabilities, or damages suffered by AGENCY, and all amounts for which AGENCY may be liable to third parties, by reason of VENDOR's acts or omissions in performing or failing to perform VENDOR's obligations under this AGREEMENT. In the event that any claim is made by a third party, the amount or validity of which is disputed by VENDOR, or any indebtedness exists that appears to be the basis for a claim of lien, AGENCY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of AGENCY to exercise the right to deduct or to withhold will not, however, affect the obligations of VENDOR to insure, indemnify, and protect AGENCY as elsewhere provided in this AGREEMENT.

VII. AGENCY REPRESENTATIVE

The City Administrator or the City of Bishop Mayor are designated as the "AGENCY Representative(s)", authorized to act in its behalf with respect to the work and services specified in this AGREEMENT and to make all decisions in connection with this AGREEMENT. Whenever approval, directions, or other actions are required by AGENCY under this AGREEMENT, those actions will be taken by the AGENCY Representative(s), unless otherwise stated. The AGENCY's Chief Executive has the right to designate another AGENCY Representative at any time, by providing notice to VENDOR.

VIII. VENDOR REPRESENTATIVE(S)

The following principal(s) of VENDOR are designated as being the principal(s) and representative(s) of VENDOR authorized to act in its behalf with respect to the work specified in this AGREEMENT and make all decisions in connection with this AGREEMENT:

Dawn Kubat, Vice President of Legal

IX. INDEPENDENT CONTRACTOR

The VENDOR is, and at all times will remain as to AGENCY, a wholly independent contractor. Neither AGENCY nor any of its officials, employees or agents will have control over the conduct of the VENDOR or any of the VENDOR's employees, except as otherwise set forth in this AGREEMENT. The VENDOR may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of AGENCY.

X. BUSINESS LICENSE

The VENDOR must obtain an Agency business license prior to the start of work under this AGREEMENT, unless VENDOR is qualified for an exemption.

XI. OTHER LICENSES AND PERMITS

VENDOR warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this AGREEMENT.

XII. VENDOR'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS

Records of the VENDOR's time pertaining to the project, and records of accounts between AGENCY and the VENDOR, will be kept on a generally recognized accounting basis. VENDOR will also maintain all other records, including without limitation specifications, drawings, progress reports and the like, relating to the project. All records will be available to AGENCY during normal working hours. VENDOR will maintain these records for three (3) years after final payment.

XIII. INDEMNIFICATION

VENDOR shall indemnify, defend, and hold harmless the AGENCY, and its officers, employees and agents, from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the VENDOR's performance of its obligations under this AGREEMENT or out of the operations conducted by VENDOR, including the AGENCY's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the AGENCY. In the event the AGENCY indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, the VENDOR shall provide a defense to the AGENCY indemnitees or at the AGENCY's option, reimburse the AGENCY indemnities their costs of defense, including reasonable legal fees, incurred in defense of such claims.

AGENCY shall defend, indemnify, and hold VENDOR harmless from and against any Claims, and shall pay all losses, to the extent arising out of or related to (a) AGENCY'S (or that of anyone authorized by AGENCY or using logins or passwords assigned to AGENCY) use or modification of any VENDOR products and services; (b) any AGENCY content; or (c) AGENCY'S violation of applicable law.

Payment by AGENCY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between VENDOR and AGENCY, as to whether liability arises from the sole negligence of the AGENCY or its officers, employees, or agents, VENDOR will be obligated to pay for AGENCY's defense until such time as a final judgment has been entered adjudicating the AGENCY as solely negligent. VENDOR will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

XIV. LIMITATION OF LIABILITY

A. EXCLUSION OF CONSEQUENTIAL AND RELATED DAMAGES. UNDER NO CIRCUMSTANCES SHALL VENDOR BE LIABLE FOR ANY SPECIAL, INDIRECT, PUNITIVE, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, VENDOR SHALL NOT BE LIABLE FOR: (A) ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF AGENCY DATA; (B) COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY; (C) LOSS OF BUSINESS; (D) DAMAGES ARISING OUT OF ACCESS TO OR INABILITY TO ACCESS THE SERVICES, SOFTWARE, CONTENT, OR RELATED TECHNICAL SUPPORT; OR (E) FOR ANY MATTER BEYOND VENDORS REASONABLE CONTROL, EVEN IF VENDOR HAS BEEN ADVISED OF THE POSSIBILITY OF ANY OF THE FOREGOING LOSSES OR DAMAGES.

B. **Limitation of Liability.** IN NO INSTANCE SHALL EITHER PARTY'S LIABILITY TO THE OTHER PARTY FOR DIRECT DAMAGES UNDER THIS AGREEMENT (WHETHER IN CONTRACT OR TORT OR OTHERWISE) EXCEED THE FEES PAID BY AGENCY FOR THE VENDOR PRODUCTS AND SERVICES DURING THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE DATE THE DAMAGED PARTY NOTIFIES THE OTHER PARTY IN WRITING OF THE CLAIM FOR DIRECT DAMAGES. NEITHER PARTY MAY INSTITUTE AN ACTION IN ANY FORM ARISING OUT OF NOR IN CONNECTION WITH THIS AGREEMENT MORE THAN TWO (2) YEARS AFTER THE CAUSE OF ACTION HAS ARISEN. THE ABOVE LIMITATIONS WILL NOT LIMIT AGENCY'S PAYMENT OBLIGATIONS.

XV. NON-LIABILITY OF AGENCY OFFICERS AND EMPLOYEES

No officer or employee of AGENCY will be personally liable to VENDOR, in the event of any default or breach by the AGENCY or for any amount that may become due to VENDOR.

XVI. INSURANCE

Without limiting VENDOR's indemnification of AGENCY, and prior to commencement of Work, VENDOR shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form that is satisfactory to AGENCY.

General liability insurance. VENDOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000

general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. VENDOR shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the VENDOR arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

Workers' compensation insurance. VENDOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

Technology errors and omissions liability. VENDOR shall maintain throughout the duration of the contract technology errors and omissions liability coverage with limits of $1,000,000 per claim. The policy shall at a minimum cover professional misconduct or lack of the requisite skill required for the performance of services defined in the contract. Such policy(ies) shall provide coverage for liability assumed under a contract. If coverage is maintained on a claims-made basis, VENDOR shall maintain such coverage for an additional period of one (1) year following termination of the contract.

Other provisions or requirements

Proof of insurance. VENDOR shall provide certificates of insurance to AGENCY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by AGENCY's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with AGENCY at all times during the term of this contract. AGENCY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. VENDOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by VENDOR, his agents, representatives, employees or subconsultants.

Primary/noncontributing. General Liability and Auto Liability Coverage provided by VENDOR shall be primary and any insurance or self-insurance procured or maintained by AGENCY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of

primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of AGENCY before the AGENCY's own insurance or self-insurance shall be called upon to protect it as a named insured.

Agency's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, AGENCY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by AGENCY will be promptly reimbursed by VENDOR or AGENCY will withhold amounts sufficient to pay premium from VENDOR payments. In the alternative, AGENCY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the AGENCY's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT, with the exception of Technology Errors & Omissions liability shall be endorsed to waive subrogation against AGENCY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow VENDOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. VENDOR hereby waives its own right of recovery against AGENCY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). VENDOR acknowledges and agrees that any actual or alleged failure on the part of the AGENCY to inform VENDOR of non-compliance with any requirement imposes no additional obligations on the AGENCY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the VENDOR maintains higher limits than the minimums shown above, the AGENCY requires and shall be entitled to coverage for the higher

limits maintained by the VENDOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the AGENCY.

Notice of cancellation. VENDOR agrees to oblige its insurance agent or broker and insurers to provide to AGENCY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage, with the exception of Technology Errors & Omissions liability.

Additional insured status. General liability policies shall provide or be endorsed to provide that AGENCY and its officers, officials, employees, and agents shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to AGENCY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that VENDOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. VENDOR agrees to ensure that its sub-consultants, sub-contractors, and any other party involved with the project who is brought onto or involved in the project by VENDOR, provide the same minimum insurance coverage and endorsements required of VENDOR. VENDOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. VENDOR agrees that upon request, all AGREEMENTS with consultants, subcontractors, and others engaged in the project will be submitted to AGENCY for review.

Agency's right to revise specifications. The AGENCY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the VENDOR ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the VENDOR, the AGENCY and VENDOR may renegotiate VENDOR's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by AGENCY. AGENCY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will

not be considered to comply with these specifications unless approved by AGENCY.

Timely notice of claims. VENDOR shall give AGENCY prompt and timely notice of claims made or suits instituted that arise out of or result from VENDOR's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. VENDOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

XVII. SUBCONTRACTORS

Before VENDOR retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, VENDOR must:

A. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to AGENCY;

B. Present to the AGENCY the form of subcontract that will be used with the subcontractor for AGENCY's approval, which approval will not be unreasonably withheld. Such subcontract AGREEMENT must include an indemnity agreement that is generally in accord with the indemnity obligations contained in Paragraph 13 of this AGREEMENT and must specifically name the AGENCY as an indemnified party; and

C. Secure from the subcontractor evidence of insurance coverage that meets with this AGREEMENT including naming the AGENCY as an additional insured as required by this AGREEMENT, unless such requirement is waived in writing by the AGENCY Risk Manager as provided in Paragraph 17 below.

XVIII. CONFLICT OF INTEREST

No officer or employee of the AGENCY may have any financial interest, direct or indirect, in this AGREEMENT, nor may any officer or employee participate in any decision relating to the AGREEMENT that effects the officer or employee's financial interest or the financial interest of any corporation, partnership or association in which the officer or employee is, directly or indirectly interested, in violation of any law, rule or regulation.

No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request,

influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

XIX. NOTICE

All notices, requests, demands, or other communications under this AGREEMENT will be in writing. Notice will be sufficiently given for all purposes as follows:

A. Personal delivery. When personally delivered to the recipient; notice is effective on delivery.

B. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice; notice is effective three mail delivery days after deposit in an United States Postal Service office or mailbox.

C. Certified mail. When mailed certified mail, return receipt requested; notice is effective on receipt, if delivery is confirmed by a return receipt.

D. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account; notice is effective on delivery, if delivery is confirmed by the delivery service.

E. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice; notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as follows:

To AGENCY:
City of Bishop
377 West Line St.
Bishop, CA 93514
Attention: City Administrator

To VENDOR:
Granicus
408 St. Peter Street, Suite 600
Saint Paul, MN 55102
Attention: Contracts

F. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.

G. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this AGREEMENT. Any change in address or fax number that is not provided to the other party will not void delivery of any notice under this AGREEMENT, and delivery to the last known address or fax number shall be deemed sufficient for notice under this AGREEMENT.

XX. PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING

This AGREEMENT and all exhibits are binding on the heirs, successors, and assigns of the parties. The AGREEMENT may not be assigned or subcontracted by either AGENCY or VENDOR without the prior written consent of the other.

XXI. INTEGRATION; AMENDMENT

This AGREEMENT represents the entire understanding of AGENCY and VENDOR as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this AGREEMENT. The AGREEMENT may not be modified or altered except in writing signed by both parties.

XXII. INTERPRETATION

The terms of this AGREEMENT should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this AGREEMENT or any other rule of construction that might otherwise apply.

XXIII. SEVERABILITY

If any part of this AGREEMENT is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the AGREEMENT will remain in full force and effect.

XXIV. TIME OF ESSENCE

Time is of the essence in the performance of this AGREEMENT.

XXV. GOVERNING LAW; JURISDICTION

This AGREEMENT will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the AGREEMENT will be in a court of competent jurisdiction within the county in which AGENCY is located.

XXVI. COMPLIANCE WITH STATUTES AND REGULATIONS

VENDOR will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

XXVII. WAIVER OF BREACH

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this AGREEMENT.

XXVIII. ATTORNEY'S FEES

Except as provided for in Paragraph 15, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this AGREEMENT (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this AGREEMENT, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment, including post judgment attorney's fees costs and expenses and any attorneys' fees or costs incurred on appeal of any judgment.

XXIX. EXHIBITS

All exhibits identified in this AGREEMENT are incorporated into the AGREEMENT by this reference.

XXX. VENDOR'S AUTHORITY TO EXECUTE

The persons executing this AGREEMENT on behalf of the VENDOR warrant that (i) the VENDOR is duly organized and existing under the appropriate State laws; (ii) they are duly authorized to execute this AGREEMENT on behalf of the VENDOR; (iii) by so executing this AGREEMENT, the VENDOR is formally bound to the provisions of this AGREEMENT; and (iv) the entering into this AGREEMENT does not violate any provision of any other AGREEMENT to which the VENDOR is bound.

VENDOR: Granicus

By: _____
(Signature)

Dawn Kubat
(Typed Name)

Vice President of Legal
(Title)

AGENCY: City of Bishop
A Municipal Corporation

Karen Schwartz
Karen Schwartz, Mayor

ATTEST:

Robin Picken, City Clerk

APPROVED AS TO FORM:

City of Bishop, City Attorney

By: _____
Ryan R. Jones

Attachments:

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule

EXHIBIT A
SCOPE OF SERVICES

(SEE ATTACHED)

EXHIBIT A - SCOPE OF SERVICES

Granicus Proposal for Bishop, CA

Granicus Contact

Name: Andrew Murray

Phone: (202) 407-7435

Email: andrew.murray@granicus.com

Proposal Details

Quote Number: Q-38197

Prepared On: 9/6/2018

Valid Through: 11/11/2018

Pricing

Payment Terms: Net 30

Currency: USD

Period of Performance: 11/12/2018 - 11/11/2019

Contract End Date: 11/11/2021

Annual Fees for Renewing Subscriptions

Solution	Billing Frequency	Quantity/Unit	Annual Fee
Open Platform Suite	Quarterly	1 Each	$1,953.80
Meeting Efficiency Suite	Quarterly	1 Each	$2,622.54
Granicus Encoding Appliance Software (GT)	Quarterly	1 Each	$1,311.27
Government Transparency Suite	Quarterly	1 Each	$3,933.82
		SUBTOTAL:	**$9,821.43**

Remaining Period(s)		
Solution	**11/12/2019 - 11/11/2020**	**11/12/2020 - 11/11/2021**
Open Platform Suite	$2,012.41	$2,072.79
Meeting Efficiency Suite	$2,701.22	$2,782.25
TOTAL:	**$10,116.07**	**$10,419.56**

Remaining Period(s)		
Solution	**11/12/2019 - 11/11/2020**	**11/12/2020 - 11/11/2021**
Granicus Encoding Appliance Software (GT)	$1,350.61	$1,391.13
Government Transparency Suite	$4,051.83	$4,173.39
TOTAL:	**$10,116.07**	**$10,419.56**

Product Descriptions	
Name	**Description**
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Meeting Efficiency Suite	Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word or HTML, and publish online with the click of a button. Meeting Efficiency includes: • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to one Granicus platform site • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • One MS Word or HTML minutes template (additional templates can be purchased if needed)
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, indexing of event, creation of minutes.

Terms and Conditions

- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Bishop, CA to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- If submitting a Purchase Order, please include the following language: All pricing, terms and conditions of quote Q-38197 dated 9/6/2018 are incorporated into this Purchase Order by reference.

GRANICUS

Granicus Video

A complete video solution for government

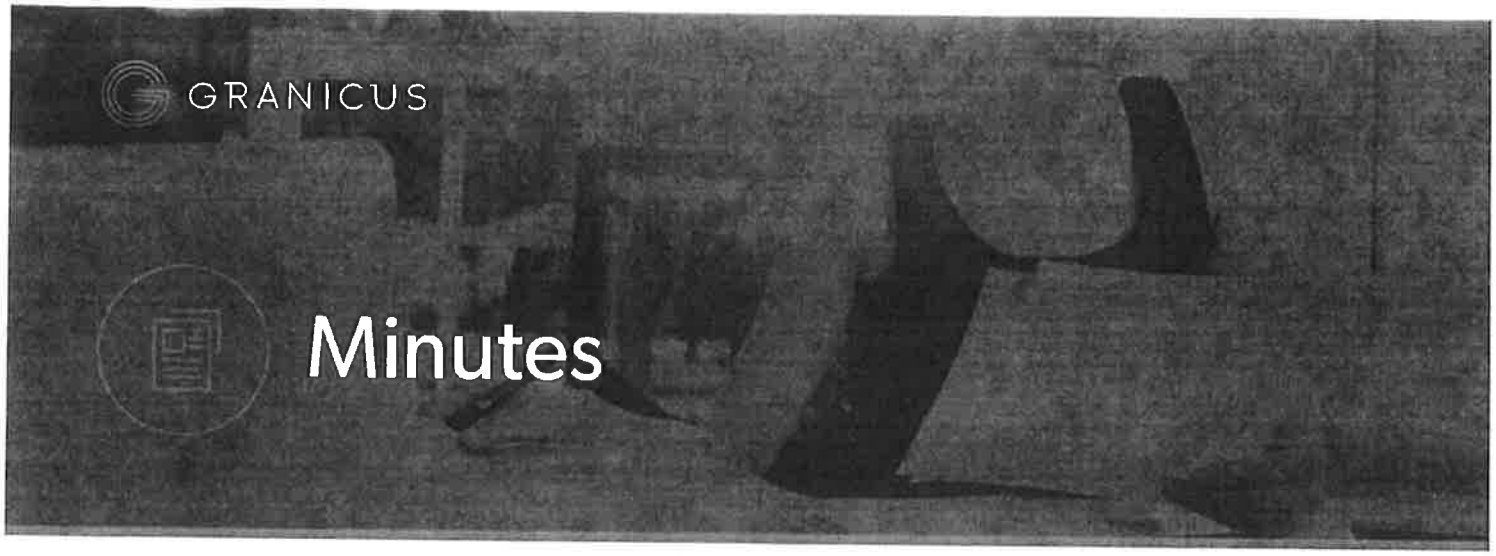
Granicus Video enables organizations to build a content-rich library of live and archived public meeting webcasts and records without hassle, enabling agencies to reach a broader audience and further meet modern transparency demands.

With easy-to-use media management tools, agencies can schedule and broadcast live webcasts while simultaneously recording and archiving the live content to unlimited storage. Agendas can be imported prior to each meeting, allowing for video to be indexed in real-time, which eliminates hours of follow up work after an event has ended. After the meeting, publish a full and integrated public record which links the agenda directly to the video.

Empowered citizens can browse published agendas and supporting documents or save time by performing keyword searches to jump directly to specific topics, making it easier for viewers to find the information they're most interested in. Citizens can also subscribe to agendas or keyword searches to get real-time notifications when new, relevant content becomes available.

Opt in to HD video for an enhanced viewing experience or further enable accessibility and ensure ADA compliance by adding closed-captioning services. Agencies can monitor and analyze public interest through visitor and viewership reports, which break down visitor statistics, including most-popular content, number of views, length of time on site, and more to better understand the viewing audience.

- Live event streaming
- Archive videos with unlimited storage
- Searchable, indexed content
- Publish a complete public record
- Closed captioning add-on for ADA compliance
- Reports to analyze public participation



Modernize and simplify meeting minutes creation

Granicus Minutes reduces labor, and streamlines minutes creation by electronically capturing roll-call, agenda items, speakers, motions, votes, and notes through a simple interface. When a meeting ends, the tool transfers captured content to a minutes document, allowing users to finalize minutes quickly and easily in Microsoft Word.

With content 75-80% complete at the time the meeting ends, Minutes saves staff countless hours in their post- meeting workflow.

Minutes can also integrate with other Granicus products to further streamline the meeting process. Import agendas directly from agenda management systems, digitally capture vote results with VoteCast, and publish minutes alongside indexed meeting recordings using Granicus Video.

Digitally capture meeting content

Record motions, votes and notes

Save time in post-meeting workflow

Finalize minutes in Microsoft Word

Publish PDF or HTML minutes

EXHIBIT B
COMPENSATION SCHEDULE

The compensation schedule is the same as mentioned in Exhibit A as follows:

ANNUAL FEES FOR RENEWING SUBSCRIPTIONS:

Period of Performance: 11/12/2018-11/11/2019

Solution	Billing Frequency	Quality/Unit	Annual Fee
Open Platform Suite	Quarterly	1 Each	$1,953.80
Meeting Efficiency Suite	Quarterly	1 Each	$2,622.54
Granicus Encoding Appliance Software (GT)	Quarterly	1 Each	$1,311.27
Government Transparency Suite	Quarterly	1 Each	$3,933.82
		TOTAL:	$9,821.43

Period of Performance: 11/12/2019-11/11/2020

Solution	Billing Frequency	Quality/Unit	Annual Fee
Open Platform Suite	Quarterly	1 Each	$2,012.41
Meeting Efficiency Suite	Quarterly	1 Each	$2,701.22
Granicus Encoding Appliance Software (GT)	Quarterly	1 Each	$1,350.61
Government Transparency Suite	Quarterly	1 Each	$4,051.83
		TOTAL:	$10,116.07

Period of Performance: 11/12/2020-11/11/2021

Solution	Billing Frequency	Quality/Unit	Annual Fee
Open Platform Suite	Quarterly	1 Each	$2,072.79
Meeting Efficiency Suite	Quarterly	1 Each	$2,782.25
Granicus Encoding Appliance Software (GT)	Quarterly	1 Each	$1,391.13
Government Transparency Suite	Quarterly	1 Each	$4,173.39
		TOTAL:	$10,419.56

GRANICUS

THIS IS NOT AN INVOICE

Order Form
Prepared for
Bishop, CA

Granicus Proposal for Bishop, CA

ORDER DETAILS

Prepared By:	Korgbae Freeman
Phone:	
Email:	korgbae.freeman@granicus.com
Order #:	Q-297177
Prepared On:	13 Oct 2023
Expires On:	11 Nov 2023

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	11/12/2023 - 11/11/2024

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	**Billing Frequency**	**Quantity/Unit**	**Annual Fee**
Government Transparency Suite	Quarterly	1 Each	$4,560.38
Peak Agenda Management	Quarterly	1 Each	$3,300.00
Granicus Encoding Appliance Software (GT)	Quarterly	1 Each	$1,520.13
Meeting Efficiency Suite	Quarterly	1 Each	$3,040.24
Open Platform Suite	Quarterly	1 Each	$2,264.99
Send Agenda (Peak)	Quarterly	1 Each	$0.00
govDelivery for Integrations	Quarterly	1 Each	$0.00
		SUBTOTAL:	**$14,685.74**

PRODUCT DESCRIPTIONS

Solution	Description
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
Peak Agenda Management	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes: • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to up to one (1) Peak Agenda Management site
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Meeting Efficiency Suite	Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes: • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • Up to one (1) MS Word minutes template (additional templates can be purchased if needed)

Solution	Description
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Send Agenda (Peak)	Send Agenda is dependent on an active subscription to the relevant govMeetings agenda.
govDelivery for Integrations	Send notification bulletins directly to constituents who subscribe to receive updates directly through Granicus (powered by govDelivery). Receive a monthly metrics report delivered via email to show subscriber growth and engagement activity for the past month of bulletin sends, and grow subscribers through access to the Granicus Advanced Network. Note: govDelivery integrations is dependent on an active subscription to the relevant govMeetings agenda or govAccess CMS solutions.

GRANICUS ADVANCED NETWORK AND SUBSCRIBER INFORMATION

- **Granicus Communications Suite Subscriber Information.**
  - Data provided by the Client and contact information gathered through the Client's own web properties or activities will remain the property of the Client ('Direct Subscriber'), including any and all personally identifiable information (PII). Granicus will not release the data without the express written permission of the Client, unless required by law.
  - Granicus shall: (i) not disclose the Client's data except to any third parties as necessary to operate the Granicus Products and Services (provided that the Client hereby grants to Granicus a perpetual, non-cancelable, worldwide, non-exclusive license to utilize any data, on an anonymous or aggregate basis only, that arises from the use of the Granicus Products by the Client, whether disclosed on, subsequent to, or prior to the Effective Date, to improve the functionality of the Granicus Products and any other legitimate business purpose, including the right to sublicense such data to third parties, subject to all legal restrictions regarding the use and disclosure of such information).
- **Data obtained through the Granicus Advanced Network.**
  - Granicus offers a SaaS product, known as the Communications Cloud, that offers Direct Subscribers recommendations to subscribe to other Granicus Client's digital communication (the 'Advanced Network'). When a Direct Subscriber signs up through one of the recommendations of the Advanced Network, that subscriber is a 'Network Subscriber' to the agency it subscribed to through the Advanced Network.
  - Network Subscribers are available for use while the Client is under an active subscription with Granicus. Network Subscribers will not transfer to the Client upon termination of any Granicus Order, SOW, or Exhibit. The Client shall not use or transfer any of the Network Subscribers after termination of its Order, SOW, or Exhibit placed under this agreement. All information related to Network Subscribers must be destroyed by the Client within 15 calendar days of the Order, SOW, or Exhibit placed under this agreement terminating.
  - Opt-In. During the last 10 calendar days of the Client's subscription, the Client may send an opt-in email to Network Subscribers that shall include an explanation of the Client's relationship with

Granicus terminating and that the Network Subscribers may visit the Client's website to subscribe to further updates from the Client in the future. Any Network Subscriber that does not opt-in will not be transferred with the subscriber list provided to the Client upon termination.

UPDATES TO SHARED SHORT CODES FOR SMS/TEXT MESSAGING (US CLIENTS ONLY):

- Granicus will be migrating all clients with SMS/Text Messaging Solutions using a shared short code option to a unique standard toll-free number within the United States (International numbers not supported). Short Codes are recommended for Text-to-Subscribe functionalities, if enabled where available, for an additional fee.
- Client must have explicit opt-in for all destinations sent to and adhere to all CTIA guidelines for the duration of its use.

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-297177 dated 13 Oct 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Bishop, CA to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- The terms and conditions set forth in the Agreement effective 12 Nov 2018 are incorporated herein by reference.

BILLING INFORMATION

Billing Contact:	ROBIN PICKEN	**Purchase Order Required?**	[X] - No [ ] - Yes
Billing Address:	377 W. Line St. Bishop, CA 93514	**PO Number:** *If PO required*	
Billing Email:	rpicken@cityofbishop.com	**Billing Phone:**	760/873-5863 X124

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-297177 dated 13 Oct 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Bishop, CA	
Signature:	
Name:	DESTON DISHION
Title:	City Administrator
Date:	10/23/23

Granicus Proposal for Bishop, CA

ORDER DETAILS

Prepared By:	Korgbae Freeman
Phone:	
Email:	korgbae.freeman@granicus.com
Order #:	Q-377019
Prepared On:	24 Sep 2024
Expires On:	11 Nov 2024

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription End Date:	11 Nov 2024
Period of Performance:	12 Nov 2024 - 11 Nov 2025

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	**Billing Frequency**	**Quantity/Unit**	**Annual Fee**
Government Transparency Suite	Annual	1 Each	$4,697.19
Peak Agenda Management	Annual	1 Each	$3,531.00
Granicus Encoding Appliance Software (GT)	Annual	1 Each	$1,565.73
Meeting Efficiency Suite	Annual	1 Each	$3,131.45
Open Platform Suite	Annual	1 Each	$2,332.94
Send Agenda (Peak)	Annual	1 Each	$0.00
govDelivery for Integrations	Annual	1 Each	$0.00
		SUBTOTAL:	**$15,258.31**

PRODUCT DESCRIPTIONS

Solution	Description
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Peak Agenda Management	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes: • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to up to one (1) Peak Agenda Management site
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Solution	Description
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  - Granicus shall: (i) not disclose the Client's data except to any third parties as necessary to operate the Granicus Products and Services (provided that the Client hereby grants to Granicus a perpetual, non-cancelable, worldwide, non-exclusive license to utilize any data, on an anonymous or aggregate basis only, that arises from the use of the Granicus Products by the Client, whether disclosed on, subsequent to, or prior to the Effective Date, to improve the functionality of the Granicus Products and any other legitimate business purpose, including the right to sublicense such data to third parties, subject to all legal restrictions regarding the use and disclosure of such information).
- **Data obtained through the Granicus Advanced Network.**
  - Granicus offers a SaaS product, known as the Communications Cloud, that offers Direct Subscribers recommendations to subscribe to other Granicus Client's digital communication (the 'Advanced Network'). When a Direct Subscriber signs up through one of the recommendations of the Advanced Network, that subscriber is a 'Network Subscriber' to the agency it subscribed to through the Advanced Network.
  - Network Subscribers are available for use while the Client is under an active subscription with Granicus. Network Subscribers will not transfer to the Client upon termination of any Granicus Order, SOW, or Exhibit. The Client shall not use or transfer any of the Network Subscribers after termination of its Order, SOW, or Exhibit placed under this agreement. All information related to Network Subscribers must be destroyed by the Client within 15 calendar days of the Order, SOW, or Exhibit placed under this agreement terminating.
  - Opt-In. During the last 10 calendar days of the Client's subscription, the Client may send an opt-in email to Network Subscribers that shall include an explanation of the Client's relationship with

Granicus terminating and that the Network Subscribers may visit the Client's website to subscribe to further updates from the Client in the future. Any Network Subscriber that does not opt-in will not be transferred with the subscriber list provided to the Client upon termination.

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- Granicus will be migrating all clients with SMS/Text Messaging Solutions using a shared short code option to a unique standard toll-free number within the United States (International numbers not supported). Short Codes are recommended for Text-to-Subscribe functionalities, if enabled where available, for an additional fee.
- Client must have explicit opt-in for all destinations sent to and adhere to all CTIA guidelines for the duration of its use.

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-377019 dated 24 Sep 2024 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Bishop, CA to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- The terms and conditions set forth in the Agreement effective 12 Nov 2018 are incorporated herein by reference.

BILLING INFORMATION

Billing Contact:		**Purchase Order Required?**	[ ] - No [ ] - Yes
Billing Address:		**PO Number:** *If PO required*	
Billing Email:		**Billing Phone:**	

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-377019 dated 24 Sep 2024 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Bishop, CA	
Signature:	
Name:	
Title:	
Date:	

Agenda Item: 14.I
Date of Meeting: October 28, 2024
Department: Public Works

STAFF REPORT

To:	City Council
From:	Nora Gamino
Subject:	**Public Works Superintendent and Supervisor Job Descriptions**
Prepared On:	October 24, 2024
Attachments:	FT Public Works Supervisor DRAFT FT Public Works Superintendent DRAFT

Background/History:
The job descriptions for two leadership positions in the Public Works Department need to be updated and brought to current city standards. The Superintendent position has been vacant since February 2020 and the job description has not been revised since 2012. The Supervisor position is currently encumbered, but the job description has not been updated since 2001.

In 2020, while the department's leadership staff was transitioning, a new supervisory position, Lead Maintenance Worker, was created. Since the lead position was created, the Superintendent position has remained vacant. As such, the Supervisor has been performing the job duties of the Superintendent and the Lead Maintenance Worker has been performing the job duties of the Supervisor, both without additional compensation.

Analysis/Discussion:
Updates to the Superintendent position include a categorization of types of duties performed, elaboration of the professional work duties and requirements, and inclusion of new standardized language. Updates to the Supervisor position include clarification of responsibilities regarding the role in the operation of the wastewater treatment plant and water system, elaboration of the supervisory duties, and inclusion of new standardized language.

Economic Impacts:
N/A

Budget Impacts:
To accommodate a change in personnel to fill the Superintendent position, a budget adjustment is necessary. Based on promotions of the current staff into these positions, there will be a total Fiscal Year 2024 – 2025 budget adjustment increase of $36,796.02 divided as follows: General Fund: $8,279.10; Sewer Fund: $12,878.61; Gas Tax Fund: $4,599.50; Water Fund: $11,038.80.

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 revised Public Works job descriptions for the Superintendent and Supervisor positions and approve a corresponding budget adjustment as proposed.

Approved By: Ethan Aukee 10/24/2024
Approved By: Robin Picken 10/24/2024
Approved By: Deston Dishion 10/24/2024
Approved By:

CITY OF BISHOP

PUBLIC WORKS

Public Works Supervisor

DEFINITION

The Public Works Supervisor plays a crucial role in overseeing and managing the daily operations of the Public Works Department by supervising the Public Works Maintenance Crew. This position involves supervising staff, ensuring compliance with safety regulations, and maintaining city infrastructure, including streets, sidewalks, and water systems. The Supervisor also coordinates with contractors and various city departments, supports budget and policy implementation, and fosters positive community relations by handling public inquiries and complaints effectively.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from Public Works Superintendent
- Exercises supervision over Public Works Maintenance Workers

EXAMPLE OF DUTIES

Tasks performed by the Public Works Supervisor are predominantly supervisorial in nature and involve working in the office and field with and through staff, contractors, agencies, and others to accomplish work.

Duties may include, but are not limited to, the following:

Staff Supervision and Development:

- Supervise, train, evaluate, and discipline assigned staff by conducting regular performance reviews, providing constructive feedback, and implementing corrective actions when necessary.
- Support the recruitment, development, and retention of staff by participating in hiring processes, identifying training opportunities for skill enhancement, and implementing strategies to improve job satisfaction and employee engagement.
- Assign duties and check work for accuracy, neatness, and adherence to policies, procedures, and design standards.
- Organize work procedures, prepare work schedules, and manage workflows, including the on-call schedule.
- Communicate instructions both verbally and in writing.

Operations and Management:

- Serve as Designated Operator-In-Charge of the wastewater treatment plant.
- Serve as Shift Operator for water treatment and distribution.

- Inspect work by private contractors on public works facilities and within public rights-of-way and ensuring adherence to encroachment permit requirements.
- Develop and manage the snow removal and street sweeping programs, including equipment operation, maintenance, and staff scheduling.

Safety and Compliance:

- Foster a safe work environment and practices.
- Ensure safety regulations are followed internally and on contracted construction and maintenance projects.
- Assist in ensuring city water and sewer systems meet State Water Resources Control Board and public health standards, including conducting mandated testing and reporting.

Planning and Infrastructure:

- Support the planning, organization, and implementation of programs for improving, operating, and maintaining the City's infrastructure, including streets, sidewalks, curbs, gutters, sewers, water, and drainage systems.
- Contribute to the development or update of city transportation improvement programs, comprehensive water and sewer master plans, capital improvement plans, and other municipal infrastructure plans.

Budget and Policy:

- Contribute to the development and implementation of department goals, objectives, policies, and procedures for the Public Works Department.
- Provide input into department budgets and help administer adopted budgets in assigned areas.

Public Relations and Communication:

- Enhance the public image of Public Works and gather and consider public feedback.
- Handle calls and inquiries from the public about complaints, assess issues, and determine solutions or appropriate actions to resolve them.
- Build cooperative relationships with other city departments and agencies and coordinate activities with them.

QUALIFICATIONS

The Public Works Supervisor possesses the following minimum qualifications or their equivalent:

Knowledge:

- Operations and functions of municipal public works, including wastewater and water treatment, street maintenance, and snow removal.
- Relevant safety regulations and environmental standards affecting public works operations.
- Materials, methods, practices, and equipment used in constructing and maintaining streets, sidewalks, sewers, water systems, and storm drains.
- Principles of supervision, training, and team development.
- Operational requirements of inspecting and maintaining public infrastructure, including streets, sidewalks, curbs, gutters, sewers, and drainage systems.

Skills:

- Computer competency, including Microsoft Office Suite, spreadsheets, databases, SCADA, and Geographic Information System (GIS) software.
- Proficient in English for effective verbal and written communication.
- Competence in mathematics for basic budgeting, scheduling, and operational planning of public works projects.

Abilities:

- Supervise and guide staff effectively, including the ability to provide feedback, evaluate performance, and administer corrective actions.
- Contribute to staff development and retention through training and positive team dynamics.
- Manage and coordinate work schedules and workflows, including organizing on-call duties.
- Communicate clearly and provide instructions both verbally and in writing to staff and the public.
- Inspect public works facilities and contractor work to ensure compliance with standards and regulations.
- Foster positive relationships with the public, respond to inquiries, and resolve complaints effectively.
- Build and maintain cooperative relationships with other departments and agencies, coordinating shared activities and projects.

EXPERIENCE AND TRAINING GUIDELINES

- Five years of increasingly responsible experience in the operation, maintenance and repair of streets, sidewalks, and sewer, water, and storm drain system.

- Two years of experience leading work crews in the construction, operation, and maintenance of public works infrastructure, or equivalent.

LICENSE AND CERTIFICATES

- Possession of, or the ability to obtain within 3 months, an appropriate California driver's license.
- Possession of, or the ability to obtain within 6 months, a Grade 1 California Wastewater Treatment Certificate.
- Possession of, or the ability to obtain within 6 months, a Grade I California Water Treatment Certificate. (T1)
- Possession of, or the ability to obtain within 6 months, a Grade I California Water Distribution Certificate. (D1)

TOOLS AND EQUIPMENT USED

- Computers and computer tools, such as those with Microsoft Office Suite, SCADA systems, GIS software, and databases, are needed to manage and analyze data related to public works activities.
- Communication tools, such as phones and digital platforms, including email, used for interacting with staff, agencies, and the public.
- Inspection and monitoring tools, such as measuring devices, video equipment, and surveying equipment necessary for inspections and ensuring safety compliance.
- Maintenance and operational tools, such as those for street maintenance, water treatment, and sewer systems, along with standard tools for construction, maintenance, and repair activities. Includes power tools and hand tools.
- Motor vehicles and other equipment, such as street sweepers, vacuum trucks, backhoes, and other heavy equipment.

PHYSICAL, MENTAL AND EMOTIONAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Meet and maintain standards of physical endurance and agility; perform heavy manual labor; lift in excess of ninety pounds; use a pick and shovel; move tools and equipment by pushing and pulling; stand and walk on uneven surfaces; work in confined spaces; work in adverse weather conditions; must have the physical stamina to withstand repetitive bending, twisting, squatting, and reaching overhead.
- The employee must have the ability to develop and maintain cooperative working relationships; remain composed and respond appropriately to difficult situations;

recognize emotionally charged issues or problems, cope effectively with various responses and apply sound judgment in problem solving.

- While performing the duties of this job, the employee is required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is required to sit; climb or balance; stoop, kneel, crouch, or crawl; push and pull; talk or hear; and smell.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee works in an outdoor setting with varying temperatures. The employee regularly works on or near moving mechanical parts and in high and/or precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration. The noise level in the work environment is usually quiet to loud.

A moderate amount of travel within the local area is required.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference checks; job related tests as well as a polygraph examination may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approved by Council:

Job Description and Essential Function Analysis

Job Title:	Public Works Supervisor	Department:	Public Works	Agency:	City of Bishop

Position Summary:
Oversees and manages the daily operations of the Public Works Department by supervising the Public Works Maintenance Crew. This position involves supervising staff, ensuring compliance with safety regulations, and maintaining city infrastructure, including streets, sidewalks, and water systems. The position also coordinates with contractors and various city departments, supports budget and policy implementation, and fosters positive community relations by handling public inquiries and complaints effectively.

Employment and Work Conditions:

Type of employment X **Regular** ☐ Temp/Seasonal X **Full-time** ☐ Part-time ☐ At Will ☐ Contract Competitive service X **Yes** ☐ No
FLSA status Exempt **X Non-Exempt** Bargaining unit **Miscellaneous**

Salary or pay range	**$5,896-$7,846/month**	Pay differential, incentives, specialty pay, etc.	Water and Wastewater certificates, Longevity

Work setting	**Office and field**	Attire	**City provided uniform**	Work days	**Monday - Friday**
Location	**City of Bishop**	Exposure to others	**Co-workers and public**	Work hours	**Monday - Friday 7:00am – 3:30pm**
Supervisor	**Public Superintendent**	Driving required	X **Yes** (check type below) ☐ No	Core hours	
Supervises	**6 Maintenance Workers**		X **Class C** ☐ Commercial	Overtime required	**As needed**
		Travel required	☐ Yes X **No**	Weekends required	**As needed**

Pre-employment tests	Required	Comments
Pre-placement exam	☐ Yes X **No**	
Pre-employment medical exam	X **Yes** ☐ No	
Live Scan, criminal record	X **Yes** ☐ No	
Other:	☐ Yes X **No**	

Job Duties and Functions: *Cells will auto adjust for length of content; additional rows can be added.*		Essential: Yes/No	Frequency (Use key)
1.	**Supervision:** Providing instructions and assistance to subordinate staff in the day-to-day operation of the wells, water distribution system, sewer collection system, and Wastewater Treatment Plant. Direct assignments among subordinate staff, and to track the status and timely completion of the project. Supervise, train, evaluate, and discipline assigned staff by conducting regular performance reviews, providing constructive feedback, and implementing corrective actions when necessary. Support the recruitment, development, and retention of staff by participating in hiring processes, identifying training opportunities for skill enhancement, and implementing strategies to improve job satisfaction and employee engagement. Assign duties and check work for accuracy, neatness, and adherence to policies, procedures, and design standards. Organize work procedures, prepare work schedules, and manage workflows, including the on-call schedule. Communicate instructions both verbally and in writing. Develop and manage the snow removal and street sweeping programs, including equipment operation, maintenance, and staff scheduling. Maintaining work schedules, assignments, and evaluations of the work performed by subordinate staff, along with the implementation and maintenance of a Work Order Program. Coordination and monitoring the programs and activities of the division for the efficient and effective functioning and the attainment of program goals and objectives. Coordinating and evaluation of the short- and long-term work programs of the operations, maintenance, fleet management, and the wastewater treatment plant. Work involves coordinating activities with the Public Works Superintendent for program planning and operational matters. Maintaining work schedules, assignments and evaluations of the work performed by subordinate staff, along with the implementation and maintenance of a Work Order Program to direct assignments among subordinate staff, and to track the status and timely completion of the project. Conducting weekly staff meetings with subordinates pertaining to the status of programs and advising the Public Works Superintendent on their status. Contributing to the preliminary operational and capital improvement budgets for the Water system, Sewer system, Wastewater Treatment Plant, and Streets for review and final preparation by the Public Works Director.	Yes	Frequent
2.	**Administrative Duties:** Foster a safe work environment and practices. Ensure safety regulations are followed internally and on contracted construction and maintenance projects. Coordination with the City's Personnel Officer to implement and maintain a safety program for Public Works employees, along with attending Risk Management meetings with the Personnel Officer. Inspect work by private contractors on public works facilities and within public rights-of-way and ensure adherence to encroachment permit requirements. Inspection of City facilities for safety concerns and equipment deficiencies. Assist in ensuring city water and sewer systems meet State Water Resources Control Board and public health standards, including conducting mandated testing and reporting. Monitor water production and quality control standards. Monitor test results, discharge requirements, and wastewater flows. Read water meters, as necessary. Investigate water, sewer, and street complaints and leaks, testing, water storage tank maintenance, asphalt crack sealing, seal coating, and patching. Keep current on water and wastewater guidelines and regulations. Support the planning, organization, and implementation of programs for improving, operating, and maintaining the City's infrastructure, including streets, sidewalks, curbs, gutters, sewers, water, and drainage systems. Contribute to the development or update of city transportation improvement programs, comprehensive water and sewer master plans, capital improvement plans, and other municipal infrastructure plans. Gather data for and provide input on water and sewer maintenance five-year system improvement plans, and annual updates of new water installation costs and comparisons with existing rates. Contribute to the preliminary operational and capital improvement budgets for the water system, sewer system, wastewater treatment plant, and streets for review and final preparation by the Public Works Director. Provide input into department budgets and help administer adopted budgets in assigned areas. Maintain records of inspections, installations, and performance certifications on all devices tested and inspected annually. Coordinate and monitor the programs and activities of the division for efficient and effective functioning	Yes	Occasional

	and the attainment of program goals and objectives. Coordinate with building inspector on the installation of devices required on new construction. Coordinate Public Works services for citywide events.		
3.	**Maintenance/Repairs:** Serve as Designated Operator-In-Charge of the wastewater treatment plant. Serve as Shift Operator for water treatment and distribution. Investigation of water leaks and water quality, testing, altitude and pressure reducing valve repairing and testing, water storage tank plating, asphalt crack sealing, seal coating, and patching. Perform maintenance tasks that require the use of maintenance and operational tools, such as those for street maintenance, water treatment, and sewer systems, along with standard tools for construction, maintenance, and repair activities. Includes power tools and hand tools.	Yes	Frequent
4.	**Driving/Training:** Driving a city vehicle to various locations throughout the city. Operating heavy equipment and other types of equipment throughout the city. Attending and participating in city and non-city hosted trainings and keeping updated training records, including training required to maintain certifications.	Yes	Occasional
5.	**Customer Service:** Enhance the public image of Public Works and gather and consider public feedback. Handle calls and inquiries from the public about complaints, assess issues, and determine solutions or appropriate actions to resolve them. Build cooperative relationships with other city departments and agencies and coordinate activities with them. Assisting the Public Works Superintendent in receiving and acting upon citizen complaints. Investigating water complaints and leaks.	Yes	Occasional
6.	**Emergency Stand-By:** Responding to emergency calls relating to water, sewer, streets, facilities, and other city related emergencies. *Not performed on a daily basis.*	Yes	Seldom

Frequency: **Never** – Does not occur; **Seldom** – Less than 30 minutes per shift; **Occasional** – From 1/16 to 1/3 of a shift, or .5 hours to 2.5 hours of an 8-hour day; **Frequent** – From 1/3 to 2/3 of a shift, or 2.6 to 5.2 hours per 8-hour day; **Constant** – More than 2/3 of a shift, or more than 5.3 hours per 8 hour day

Qualifications and Requirements:

Cells will automatically adjust for length of content; additional rows can be added.		Required	Preferred
1.	Education *(level of education needed to successfully accomplish the essential functions of the job):* *Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:* Equivalent to the completion of the twelfth (12^{th}) grade.	X	
2.	Experience *(level of experience required to start job position and successfully accomplish the essential functions of the job):* Five years of increasingly responsible experience in the maintenance, repair, and construction of Public Works related project; and two years of experience leading work crews in the construction, operation, and maintenance of public works infrastructure, or equivalent.	X	
3.	Skills: Computer competency, including Microsoft Office Suite, spreadsheets, databases, SCADA, and Geographic Information System (GIS) software. Proficient in English for effective verbal and written communication. Competence in mathematics for basic budgeting, scheduling, and operational planning of public works projects.	X	
4.	Knowledge of: Operations and functions of municipal public works, including wastewater and water treatment, street maintenance, and snow removal. Relevant safety regulations and environmental standards affecting public works operations. Materials, methods, practices, and equipment used in constructing and maintaining streets, sidewalks, sewers, water	X	

	systems, and storm drains. Principles of supervision, training, and team development. Operational requirements of inspecting and maintaining public infrastructure, including streets, sidewalks, curbs, gutters, sewers, and drainage systems.		
5.	Ability to: Supervise and guide staff effectively, including the ability to provide feedback, evaluate performance, and administer corrective actions. Contribute to staff development and retention through training and positive team dynamics. Manage and coordinate work schedules and workflows, including organizing on-call duties. Communicate clearly and provide instructions both verbally and in writing to staff and the public. Inspect public works facilities and contractor work to ensure compliance with standards and regulations. Foster positive relationships with the public, respond to inquiries, and resolve complaints effectively. Build and maintain cooperative relationships with other departments and agencies, coordinating shared activities and projects.	X	
6.	Job-related licenses, certifications, and/or designations: Possession of both California State certifications in Water Distribution Grade I or higher, Water Treatment Grade I, and Wastewater Treatment Grade I or higher. Possession of a valid California Driver License, Class C.	X	
7.	Attendance	X	
8.	Security clearances	X	
9.	Criminal record complies with agency's Live Scan Policy or other policies (including out-of-state records)	X	
10.	Language(s): English	X	
11.	Transportation ☐ personal vehicle ☒agency-owned vehicle ☐ public transportation	X	
12.	Automobile liability insurance complies with agency's Vehicle Usage Policy	X	
13.	Driving record acceptable per the agency's Vehicle Usage Policy	X	
14.	Enrollment in agency's DMV EPN (Employer Pull Notice) program	X	
15.	Credit history acceptable per the agency's fiduciary, finance or accounting policies		
16.	Continuing education and training relevant to successfully accomplish the essential functions of the job	X	

Essential Function Analysis

Key:

Frequency: The amount of time or number of times per work period that a task is performed
Never – Does not occur
Seldom – Less than 30 minutes per shift
Occasional – From 1/16 to 1/3 of a shift, or .5 hours to 2.5 hours of an 8-hour day
Frequent – From 1/3 to 2/3 of a shift, or 2.6 to 5.2 hours per 8-hour day
Constant – More than 2/3 of a shift, or more than 5.3 hours per 8 hour day

Occurrence: How often activity or task is performed
Daily – Occurs regularly
Intermittent – Task performed several times throughout the day
Periodic – Not done on a daily basis

Duration: The length of time a task or activity is performed during a session

			Essential		Essential									Non-Essential (optional)									
					Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Sit		X				X			X			Up to 2½ hrs.										
2.	Stand		X				X			X			Up to 10 min.										
3.	Walk	flat or level terrain	X						X	X			Up to 15 min.										
		uneven terrain	X				X					X	Up to 5 min.										
4a.	Lift Above Shoulder	up to 10 pounds	X			X						X	Seconds										
		11 – 25 pounds	X			X						X	Seconds										
		26 – 40 pounds	X			X						X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds			X																		
		>75 pounds			X																		
4b.	Lift at Waist or Chest	up to 10 pounds	X				X	X		X			Seconds										
		11 – 25 pounds	X				X				X		Seconds										
		26 – 40 pounds	X				X					X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds	X			X						X	Seconds										
		>75 pounds	X			X						X	Seconds										

			Essential		Essential									Non-Essential (optional)									
			Essential		Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
4c.	Lift	up to 10 pounds	X			X						X	Seconds										
	Below	11 – 25 pounds	X			X						X	Seconds										
	Waist	26 – 40 pounds	X			X						X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds	X			X						X	Seconds										
		>75 pounds	X			X						X	Seconds										
5.	Carry	up to 10 pounds	X			X					X		Up to 5 min.										Up to 50 yards
	List	11 – 25 pounds	X			X						X	Up to 3 min.										Up to 10 yards
	distance	26 – 40 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
	In	41 – 55 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
	comments	56 – 75 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
		>75 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
6.	Push		X			X					X		Seconds										
7.	Pull		X			X					X		Up to 5 min.										
8.	Twist		X			X					X		Seconds										
9.	Bend		X			X					X		Seconds										
10.	Stoop		X			X						X	Seconds										
11.	Kneel		X			X						X	Seconds										
12.	Crawl		X			X						X	Up to 15 min.										
13.	Crouch		X			X						X	Seconds										
14.	Squat		X			X						X	Seconds										
15.	Climb (stairs, steps, ladder)		X			X						X	Up to 2 min.										
16.	Run		X			X						X	Up to 2 min.										
17.	Jump		X			X						X	Seconds										
18.	Lie down (stomach, side, back)		X			X						X	Up to 5 min.										
19.	Balance		X			X							Up to 2 min.										
20.	Neck	extension	X			X				X			Seconds										
		flexion	X			X					X		Seconds										
		turning	X			X					X		Seconds										
21.	Upper Extremity Activities																						
a.	Reach	at, below shoulders	X				X			X			Up to 2½ hrs.										
		above shoulders	X			X						X	Seconds										
b.	Grasp	simple	X					X			X		Up to 2½ hrs.										
		power	X			X						X	Seconds										
c.	Manipulate	gross	X				X				X		Up to 30 min.										
		fine	X				X				X		Up to 1 hour										

		Essential		Essential									Non-Essential (optional)									
		Essential		Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**	Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
d.	Keyboard and mouse	X				X			X			Up to 10 min.										
22.	Foot controls	X				X				X		Up to 2½ hrs.										
23.	Stamina, endurance	X						X	X			Up to 8 hrs.										

		Essential		Essential								Non-Essential (optional)								
		Essential		Frequency					Occurrence			Frequency					Occurrence			
B.	**Mental and Psychological Demands**	Y	N	N	S	O	F	C	D	I	P	N	S	O	F	C	D	I	P	Comments
1.	Comprehend and follow instructions	X						X	X											
2.	Perform and complete assigned tasks	X					X			X										
3.	Maintain work pace	X					X		X											
4.	Perform complex or varied tasks	X					X													
5.	Relate to others	X						X	X											
6.	Advise, counsel, influence	X						X	X											
7.	Train or give instruction	X				X				X										
8.	Work independently	X					X			X										
9.	Plan, direct, control, supervise	X					X		X											
10.	Supervise employees	X						X	X											
11.	Supervise non-employees	X			X						X									
12.	Represent the agency	X						X	X											
13.	Interacting with the public	X					X		X											
14.	Assume responsibility for persons or property	X						X	X											
15.	Participate in team or group activities	X						X	X											
16.	Work around traffic, crowds, distractions	X						X	X											
17.																				
18.																				
19.																				

		Essential		Essential									Non-Essential (optional)									
				Frequency					Occurrence				Frequency					Occurrence				
C. Environmental Exposures		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Work indoors	X				X		X		X		Up to 2½ hrs.										
2.	Work outdoors	X					X			X		Up to 4½ hrs.										
3.	Driving	X				X				X		Up to 2½ hrs.										
4.	Heights	X			X						X	Up to 2 min.										
5.	Lighting extremes	X			X					X		Seconds										
6.	Temperature extremes (give ranges)	X					X					Up to 10 min.										Temperatures can be below 30 and above 100 degrees
7.	Airborne contaminants (pollen, smog, smoke, dust)	X						X	X			Up to 8 hrs.										
8.	Gas, fumes, odors	X			X						X	Up to 5 min.										
9.	Electrical	X			X						X	Up to 1 hour										
10.	Water	X				X				X		Up to 10 min.										
11.	Biohazard	X				X					X	Up to 2 hrs.										
12.	HazMat (includes solvents, ammonia, lead, asbestosis, paint, welding, corrosives)	X				X					X	Up to 1 hour										
13.	Flammable, combustible	X			X						X	Up to 20 min.										
14.	Noise (above 85dB)	X				X					X	Up to 20 min.										
15.	Vibration	X				X					X	Up to 30 min.										
16.	Explosives			X																		
17.																						
18.																						

		Essential		Essential								Non-Essential (optional)								
		Essential		Frequency					Occurrence			Frequency					Occurrence			
D.	**Communication and Sensory Demands**	Y	N	N	S	O	F	C	D	I	P	N	S	O	F	C	D	I	P	Comments *Identify for which function each is required*
1.	Sight	X						X	X											1,2,3,4,5,6
2.	Smell	X						X	X											1,2,3,4,6
3.	Hearing	X						X	X											1,2,3,4,5,6
4.	Taste	X			X						X									1,3,5,6
5.	Tactile, touch (e.g., hot, texture)	X			X						X									1,3,4,6
6.	Speaking	X					X		X											1,2,3,4,5,6
7.	Reading	X					X		X											1,2,3,4,5,6
8.	Writing (inc. keyboarding)	X					X		X											1,2,3,4,5,6

			Essential		Essential									Non-Essential (optional)									
			Essential		Frequency					Occurrence				Frequency					Occurrence				
E.	**Equipment, Vehicles, Machinery**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Office equipment	keyboard	X				X			X			Up to 10 min.										
		copier, fax	X			X						X	Seconds										
		telephone, cell	X				X				X		Up to 5 min.										
		pen, stapler, etc.	X			X					X		Seconds										
		postage, binding			X																		
2.	Hand tools		X				X				X		Up to 10 min.										
3.	Safety equipment/PPE		X				X					X	Up to 30 min.										
4.	Private passenger vehicle		X				X					X	Up to 1 hour										
5.	Golf cart, utility vehicle				X																		
6.	Motorcycle, bicycle				X																		
7.	Light utility vehicle or truck		X				X				X		UP to 1 hour										
8.	Heavy utility vehicle				X																		
9.	Earthmoving equipment		X				**X**					X	Up to 2½ hrs.										Backhoe, Loader
10.	Construction equipment		X				X					X	Up to 2½ hrs.										Backhoe, Loader, Sweeper
11.	Transit equipment				X																		
12.	Landscaping equipment		X				X					X	Up to 2½ hrs.										Backhoe, riding mower
13.																							
14.																							

Completed by: Jana Currie Title: Personnel/Accounting Specialist

Company: City of Bishop

Signature: _____ Date: _____

Employer Representatives:

Name: Deston Dishion Signature: _____ Date: _____

Name: Signature: _____ Date: _____

CITY OF BISHOP

PUBLIC WORKS

Public Works Superintendent

DEFINITION

The Public Works Superintendent serves as the department's mid-management and supports the Public Works Director in achieving objectives for water, sewer, and street systems, encompassing system planning, design, construction, operation, and maintenance. The superintendent manages both office and field operations, ensuring safety and compliance, while coordinating with staff, contractors, and other departments and agencies. They assist with budgeting and policy development, foster interdepartmental and public relations, and address public inquiries and complaints.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from Public Works Director
- Exercises supervision over Public Works Supervisor

EXAMPLE OF DUTIES

Tasks performed by the Public Works Superintendent are predominantly managerial and administrative in nature and involve working in the office and field with and through staff, contractors, agencies, and others, to accomplish work.

Duties may include, but are not limited to, the following:

Management and Leadership:

- Serve as Chief Plant Operator of the wastewater treatment plant.
- Serve as the Chief Operator for water treatment and distribution.
- Serve as Resident Engineer on construction projects.
- Act on behalf of the Public Works Director in their absence.
- Promote effective recruitment, development, retention, and discipline of staff.
- Perform all tasks in a manner that serves the City of Bishop and supports an effective City of Bishop team.
- Assist in developing and implementing department goals, objectives, policies, and procedures for the Public Works Department.
- Prepare composite reports from individual reports of subordinates and format them professionally for public release.

Safety and Compliance:

- Foster and promote a safe work environment and practices.

- Ensure that safety regulations are met both internally and on contracted construction and maintenance projects.
- Ensure city water and sewer systems comply with State Water Resources Control Board and public health requirements, including the completion of all mandated testing and reporting.

Planning and Infrastructure:

- Plan, organize, and direct programs for improving, operating, and maintaining the City's infrastructure, including street, sidewalk, curb, gutter sewer, water, and drainage systems.
- Assist in overseeing the development or update of the city transportation improvement programs, comprehensive water and sewer capital master plans, capital improvement plans and program, and other plans involving the municipal infrastructure.

Budget and Financial Management:

- Assist in the preparation of the department budgets and the administration of adopted budgets in assigned areas of responsibility.

Project Management and Oversight:

- Oversee the preparation of engineering plans and specifications, bid packages, and assessment of the competency and qualifications of contractors and vendors, including the selection criteria for public contracts.
- Oversee project management for the construction of the municipal public works projects, ensuring contractor compliance with time and budget parameters for each project.
- Inspect work sites before, during, and at completion to assure projects are completed satisfactorily.

Community and Interdepartmental Relations:

- Maintain regular contact with consulting engineers, construction project engineers, city, county, state, and federal agencies, professional and technical groups, and the general public regarding the Public Works Department’s activities and services.
- Develop and foster cooperative relationships with other city departments and other agencies and coordinate activities with those departments and agencies.
- Promote a positive public image of Public Works and gather and consider public input.
- Field calls and inquiries from the public regarding complaints, assess the nature of the issues, and determine appropriate solutions or actions to address and resolve them effectively.

QUALIFICATIONS

The Public Works Superintendent possesses the following minimum qualifications or their equivalent:

Knowledge:

- City of Bishop operations and administration, including the City Council and any joint authorities or commissions related to Public Works.
- External agencies and their policies impact Public Works.
- Materials, methods, practices, and equipment used in constructing and maintaining streets, sidewalks, sewers, water systems, and storm drains.
- Practical elements of engineering as they relate to planning, building, operating, maintaining, and repairing streets, sidewalks, sewers, water systems, and storm drains.
- Principles of organization, administration, budgeting, and personnel management.
- Relevant safety regulations and environmental standards affecting public works operations.

Skills:

- Computer proficiency, including Microsoft Office Suite, spreadsheets, databases, SCADA, and Geographic Information System (GIS) software.
- Proficient in English for written and oral communication.
- Proficient in math for planning, construction, operation, maintenance, and budgeting of systems.

Abilities:

- Work effectively with both subordinates and superiors to plan and coordinate tasks and equipment.
- Supervise, develop, and evaluate assigned staff effectively.
- Communicate clearly and concisely in writing and speaking, including creating written correspondence and reports.
- Analyze operations, policies, and procedures and develop improvements.

EXPERIENCE AND TRAINING GUIDELINES

- Five years of increasingly responsible experience in the operation, maintenance and repair of streets, sidewalks, and sewer, water, and storm drain system.
- Two years of supervisory experience working with construction, operation, and/or maintenance crews.

- Two years of experience serving as a Resident Engineer, or equivalent, on public works construction projects.
- Completion of a two-year or four-year degree from an accredited college in engineering, construction, water, sewer, or other related public works areas is preferred.

LICENSE AND CERTIFICATES

- Possession of, or the ability to obtain within 3 months, an appropriate California driver's license.
- Possession of, or the ability to obtain within 6 months, a Grade 2 California Wastewater Treatment Certificate.
- Possession of, or the ability to obtain within 12 months, a Grade II California Water Treatment Certificate. (T2)
- Possession of, or the ability to obtain within 12 months, a Grade II California Water Distribution Certificate. (D2)

TOOLS AND EQUIPMENT USED

- Computers and computer tools, such as those with Microsoft Office Suite, SCADA systems, GIS software, and databases needed to manage and analyze data related to public works activities.
- Communication tools, such as phones and digital platforms, including email used for interacting with staff, agencies, and the public.
- Engineering and planning tools, such as design review software and project management software used to review engineering plans and oversee project timelines and budgets.
- Inspection and monitoring tools, such as measuring devices and surveying equipment necessary for inspections and ensuring safety compliance.
- Maintenance and operational tools, such as those for street maintenance, water treatment, and sewer systems, along with standard tools for construction, maintenance, and repair activities.
- Motor vehicles and other equipment.

PHYSICAL, MENTAL AND EMOTIONAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee must be physically able to sit for extended periods of time at a desk writing, talking on the phone, checking emails, or inputting data on a computer in a climate-controlled office under artificial lighting, and attending both on and off-

site meetings. Some outdoor work is required including but not limited to the inspection of various land use developments, construction sites, or department facilities. Moderate travel withing the local area is required and occasional trips withing the State may be required.

- The employee must have the ability to develop and maintain cooperative working relationships; remain composed and respond appropriately to difficult situations; recognize emotionally charged issues or problems, cope effectively with various responses and apply sound judgment in problem solving.
- While performing the duties of this job, the employee is occasionally required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; push and pull; talk or hear; and smell.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee works in a typical office setting with constant temperatures. The employee occasionally works in outside weather conditions. The employee occasionally works on or near moving mechanical parts and in high and/or precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration. The noise level in the work environment is usually quiet to moderate.

A moderate amount of travel within the local area is required. There is occasional travel to other areas inside the state to attend various conferences or training.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference checks; job related tests as well as a polygraph examination may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approved by Council:

Job Description and Essential Function Analysis

Job Title:	Public Works Superintendent	Department:	Public Works	Agency:	City of Bishop

Position Summary:
Serves as the department's mid-management and supports the Public Works Director in achieving objectives for water, sewer, and street systems, encompassing system planning, design, construction, operation, and maintenance. The superintendent manages both office and field operations, ensuring safety and compliance, while coordinating with staff, contractors, and other departments and agencies. They assist with budgeting and policy development, foster interdepartmental and public relations, and address public inquiries and complaints.

Employment and Work Conditions:

Type of employment **X Regular** ☐ Temp/Seasonal **X Full-time** ☐ Part-time ☐ At Will ☐ Contract Competitive service **X Yes** ☐ No
FLSA status **X Exempt** Non-Exempt Bargaining unit **Mid-Management**

Salary or pay range **$9,926/month** Pay differential, incentives, specialty pay, etc. Water and Wastewater certificates, Longevity

Work setting	**Office and field**	Attire	**Office attire**	Work days	**Monday - Friday**
Location	**City of Bishop**	Exposure to others	**Co-workers and public**	Work hours	**Monday - Friday 8:00am – 4:30pm**
Supervisor	**Public Works Director**	Driving required	**X Yes** (check type below) ☐ No	Core hours	
Supervises	**Public Works Supervisor**		**X Class C** ☐ Commercial	Overtime required	**As needed**
		Travel required	☐ Yes **X No**	Weekends required	**As needed**

Pre-employment tests	Required	Comments
Pre-placement exam	☐ Yes **X No**	
Pre-employment medical exam	**X Yes** ☐ No	
Live Scan, criminal record	**X Yes** ☐ No	
Other:	☐ Yes **X No**	

Job Duties and Functions: *Cells will auto adjust for length of content; additional rows can be added.*		Essential: Yes/No	Frequency (Use key)
1.	**Supervision:** Providing instructions and assistance to subordinate staff in the day-to-day operation of the wells, water distribution system, sewer collection system, and Wastewater Treatment Plant. Direct assignments among subordinate staff, and to track the status and timely completion of the project. Supervise, train, evaluate, and discipline assigned staff by conducting regular performance reviews, providing constructive feedback, and implementing corrective actions when necessary. Support the recruitment, development, and retention of staff by participating in hiring processes, identifying training opportunities for skill enhancement, and implementing strategies to improve job satisfaction and employee engagement. Assign duties and check work for accuracy, neatness, and adherence to policies, procedures, and design standards. Organize work procedures, prepare work schedules, and manage workflows, including the on-call schedule. Communicate instructions both verbally and in writing. Develop and manage the snow removal and street sweeping programs, including equipment operation, maintenance, and staff scheduling. Maintaining work schedules, assignments, and evaluations of the work performed by subordinate staff, along with the implementation and maintenance of a Work Order Program. Coordination and monitoring the programs and activities of the division for the efficient and effective functioning and the attainment of program goals and objectives. Coordinating and evaluation of the short- and long-term work programs of the operations, maintenance, fleet management, and the wastewater treatment plant. Work involves coordinating activities with the Public Works Superintendent for program planning and operational matters. Maintaining work schedules, assignments and evaluations of the work performed by subordinate staff, along with the implementation and maintenance of a Work Order Program to direct assignments among subordinate staff, and to track the status and timely completion of the project. Conducting weekly staff meetings with subordinates pertaining to the status of programs and advising the Public Works Superintendent on their status. Contributing to the preliminary operational and capital improvement budgets for the Water system, Sewer system, Wastewater Treatment Plant, and Streets for review and final preparation by the Public Works Director.	Yes	Frequent
2.	**Administrative Duties:** Foster a safe work environment and practices. Ensure safety regulations are followed internally and on contracted construction and maintenance projects. Coordination with the City's Personnel Officer to implement and maintain a safety program for Public Works employees, along with attending Risk Management meetings with the Personnel Officer. Inspect work by private contractors on public works facilities and within public rights-of-way and ensure adherence to encroachment permit requirements. Inspection of City facilities for safety concerns and equipment deficiencies. Assist in ensuring city water and sewer systems meet State Water Resources Control Board and public health standards, including conducting mandated testing and reporting. Monitor water production and quality control standards. Monitor test results, discharge requirements, and wastewater flows. Investigate water, sewer, and street complaints and leaks, testing, water storage tank maintenance, asphalt crack sealing, seal coating, and patching. Keep current on water and wastewater guidelines and regulations. Support the planning, organization, and implementation of programs for improving, operating, and maintaining the City's infrastructure, including streets, sidewalks, curbs, gutters, sewers, water, and drainage systems. Contribute to the development or update of city transportation improvement programs, comprehensive water and sewer master plans, capital improvement plans, and other municipal infrastructure plans. Gather data for and provide input on water and sewer maintenance five-year system improvement plans, and annual updates of new water installation costs and comparisons with existing rates. Contribute to the preliminary operational and capital improvement budgets for the water system, sewer system, wastewater treatment plant, and streets for review and final preparation by the Public Works Director. Provide input into department budgets and help administer adopted budgets in assigned areas. Maintain records of inspections, installations, and performance certifications on all devices tested and inspected annually. Coordinate and monitor the programs and activities of the division for efficient and effective functioning and the attainment of program goals	Yes	Frequent

	and objectives. Coordinate with building inspector on the installation of devices required on new construction. Coordinate Public Works services for citywide events. Oversee the preparation of engineering plans and specifications, bid packages, and assessment of the competency and qualifications of contractors and vendors, including the selection criteria for public contracts. Oversee project management for the construction of the municipal public works projects, ensuring contractor compliance with time and budget parameters for each project. Inspect work sites before, during, and at completion to assure projects are completed satisfactorily. Maintain regular contact with consulting engineers, construction project engineers, city, county, state, and federal agencies, professional and technical groups, and the general public regarding the Public Works Department's activities and services.		
3.	**Maintenance/Repairs:** Serve as Chief Plant Operator of the wastewater treatment plant. Serve as Chief Operator for water treatment and distribution. Investigation of water leaks and water quality, testing, altitude and pressure reducing valve repairing and testing, water storage tank plating, asphalt crack sealing, seal coating, and patching.	Yes	Occasional
4.	**Driving/Training:** Driving a city vehicle to various locations throughout the city. Attending and participating in city and non-city hosted trainings and keeping updated training records, including training required to maintain certifications.	Yes	Occasional
5.	**Customer Service:** Enhance the public image of Public Works and gather and consider public feedback. Handle calls and inquiries from the public about complaints, assess issues, and determine solutions or appropriate actions to resolve them. Build cooperative relationships with other city departments and agencies and coordinate activities with them. Receiving and acting upon citizen complaints.	Yes	Occasional
6.	**Emergency Stand-By:** Responding to emergency calls relating to water, sewer, streets, facilities, and other city related emergencies. *Not performed on a daily basis.*	Yes	Seldom

Frequency: **Never** – Does not occur; **Seldom** – Less than 30 minutes per shift; **Occasional** – From 1/16 to 1/3 of a shift, or .5 hours to 2.5 hours of an 8-hour day; **Frequent** – From 1/3 to 2/3 of a shift, or 2.6 to 5.2 hours per 8-hour day; **Constant** – More than 2/3 of a shift, or more than 5.3 hours per 8 hour day

Qualifications and Requirements:

Cells will automatically adjust for length of content; additional rows can be added.		Required	Preferred
1.	Education *(level of education needed to successfully accomplish the essential functions of the job):* *Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:* Equivalent to the completion of the twelfth (12^{th}) grade; Completion of a two-year or four-year degree from an accredited college in engineering, construction, water, sewer, or other related public works areas is preferred	X	
2.	Experience *(level of experience required to start job position and successfully accomplish the essential functions of the job):* Five years of increasingly responsible experience in the operation, maintenance and repair of streets, sidewalks, and sewer, water, and storm drain system; and two years of supervisory experience working with construction, operation, and/or maintenance crew; and two years of experience serving as a Resident Engineer, or equivalent, on public works construction projects;	X	

3.	Skills: Computer proficiency, including Microsoft Office Suite, spreadsheets, databases, SCADA, and Geographic Information System (GIS) software. Proficient in English for effective verbal and written communication. Proficient in mathematics for planning, construction, operation, maintenance, and budgeting of systems.	X	
4.	Knowledge of: City of Bishop operations and administration, including the City Council and any joint authorities or commissions related to Public Works. External agencies and their policies impact Public Works. Materials, methods, practices, and equipment used in constructing and maintaining streets, sidewalks, sewers, water systems, and storm drains. Practical elements of engineering as they relate to planning, building, operating, maintaining, and repairing streets, sidewalks, sewers, water systems, and storm drains. Principles of organization, administration, budgeting, and personnel management. Relevant safety regulations and environmental standards affecting public works operations.	X	
5.	Ability to: Work effectively with both subordinates and superiors to plan and coordinate tasks and equipment. Supervise, develop, and evaluate assigned staff effectively. Communicate clearly and concisely in writing and speaking, including creating written correspondence and reports. Analyze operations, policies, and procedures and develop improvements.	X	
6.	Job-related licenses, certifications, and/or designations: Possession of both California State certifications in Water Distribution Grade II or higher, Water Treatment Grade II, and Wastewater Treatment Grade II or higher. Possession of a valid California Driver License, Class C.	X	
7.	Attendance	X	
8.	Security clearances	X	
9.	Criminal record complies with agency's Live Scan Policy or other policies (including out-of-state records)	X	
10.	Language(s): English	X	
11.	Transportation ☐ personal vehicle ☒agency-owned vehicle ☐ public transportation	X	
12.	Automobile liability insurance complies with agency's Vehicle Usage Policy	X	
13.	Driving record acceptable per the agency's Vehicle Usage Policy	X	
14.	Enrollment in agency's DMV EPN (Employer Pull Notice) program	X	
15.	Credit history acceptable per the agency's fiduciary, finance or accounting policies		
16.	Continuing education and training relevant to successfully accomplish the essential functions of the job	X	

Essential Function Analysis

Key:

Frequency: The amount of time or number of times per work period that a task is performed
Never – Does not occur
Seldom – Less than 30 minutes per shift
Occasional – From 1/16 to 1/3 of a shift, or .5 hours to 2.5 hours of an 8-hour day
Frequent – From 1/3 to 2/3 of a shift, or 2.6 to 5.2 hours per 8-hour day
Constant – More than 2/3 of a shift, or more than 5.3 hours per 8 hour day

Occurrence: How often activity or task is performed
Daily – Occurs regularly
Intermittent – Task performed several times throughout the day
Periodic – Not done on a daily basis

Duration: The length of time a task or activity is performed during a session

			Essential		Essential									Non-Essential (optional)									
					Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Sit		X				X			X			Up to 2½ hrs.										
2.	Stand		X				X			X			Up to 10 min.										
3.	Walk	flat or level terrain	X						X	X			Up to 15 min.										
		uneven terrain	X				X					X	Up to 5 min.										
4a.	Lift Above Shoulder	up to 10 pounds	X			X						X	Seconds										
		11 – 25 pounds	X			X						X	Seconds										
		26 – 40 pounds	X			X						X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds			X																		
		>75 pounds			X																		
4b.	Lift at Waist or Chest	up to 10 pounds	X				X	X		X			Seconds										
		11 – 25 pounds	X				X				X		Seconds										
		26 – 40 pounds	X				X					X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds	X			X						X	Seconds										
		>75 pounds	X			X						X	Seconds										

			Essential		Essential									Non-Essential (optional)									
			Essential		Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
4c.	Lift	up to 10 pounds	X			X						X	Seconds										
	Below	11 – 25 pounds	X			X						X	Seconds										
	Waist	26 – 40 pounds	X			X						X	Seconds										
		41 – 55 pounds	X			X						X	Seconds										
		56 – 75 pounds	X			X						X	Seconds										
		>75 pounds	X			X						X	Seconds										
5.	Carry	up to 10 pounds	X			X					X		Up to 5 min.										Up to 50 yards
	List	11 – 25 pounds	X			X						X	Up to 3 min.										Up to 10 yards
	distance	26 – 40 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
	In	41 – 55 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
	comments	56 – 75 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
		>75 pounds	X			X						X	Up to 1½ min.										Up to 5 yards
6.	Push		X			X					X		Seconds										
7.	Pull		X			X					X		Up to 5 min.										
8.	Twist		X			X					X		Seconds										
9.	Bend		X			X					X		Seconds										
10.	Stoop		X			X						X	Seconds										
11.	Kneel		X			X						X	Seconds										
12.	Crawl		X			X						X	Up to 15 min.										
13.	Crouch		X			X						X	Seconds										
14.	Squat		X			X						X	Seconds										
15.	Climb (stairs, steps, ladder)		X			X						X	Up to 2 min.										
16.	Run		X			X						X	Up to 2 min.										
17.	Jump		X			X						X	Seconds										
18.	Lie down (stomach, side, back)		X			X						X	Up to 5 min.										
19.	Balance		X			X							Up to 2 min.										
20.	Neck	extension	X			X				X			Seconds										
		flexion	X			X					X		Seconds										
		turning	X			X					X		Seconds										
21.	Upper Extremity Activities																						
a.	Reach	at, below shoulders	X				X			X			Up to 2½ hrs.										
		above shoulders	X			X						X	Seconds										
b.	Grasp	simple	X					X			X		Up to 2½ hrs.										
		power	X			X						X	Seconds										
c.	Manipulate	gross	X				X				X		Up to 30 min.										
		fine	X				X				X		Up to 1 hour										

		Essential		Essential									Non-Essential (optional)									
		Essential		Frequency					Occurrence				Frequency					Occurrence				
A.	**Physical Demands**	Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
d.	Keyboard and mouse	X				X			X			Up to 10 min.										
22.	Foot controls	X				X				X		Up to 2½ hrs.										
23.	Stamina, endurance	X						X	X			Up to 8 hrs.										

		Essential		Essential								Non-Essential (optional)								
		Essential		Frequency					Occurrence			Frequency					Occurrence			
B.	**Mental and Psychological Demands**	Y	N	N	S	O	F	C	D	I	P	N	S	O	F	C	D	I	P	Comments
1.	Comprehend and follow instructions	X						X	X											
2.	Perform and complete assigned tasks	X					X			X										
3.	Maintain work pace	X					X		X											
4.	Perform complex or varied tasks	X					X													
5.	Relate to others	X						X	X											
6.	Advise, counsel, influence	X						X	X											
7.	Train or give instruction	X				X				X										
8.	Work independently	X					X			X										
9.	Plan, direct, control, supervise	X					X		X											
10.	Supervise employees	X						X	X											
11.	Supervise non-employees	X			X						X									
12.	Represent the agency	X						X	X											
13.	Interacting with the public	X					X		X											
14.	Assume responsibility for persons or property	X						X	X											
15.	Participate in team or group activities	X						X	X											
16.	Work around traffic, crowds, distractions	X						X	X											
17.																				
18.																				
19.																				

		Essential		Essential									Non-Essential (optional)									
		Essential		Frequency					Occurrence				Frequency					Occurrence				
C.	**Environmental Exposures**	Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Work indoors	X				X		X		X		Up to 2½ hrs.										
2.	Work outdoors	X					X			X		Up to 4½ hrs.										
3.	Driving	X				X				X		Up to 2½ hrs.										
4.	Heights	X			X						X	Up to 2 min.										
5.	Lighting extremes	X			X					X		Seconds										
6.	Temperature extremes (give ranges)	X					X					Up to 10 min.										Temperatures can be below 30 and above 100 degrees
7.	Airborne contaminants (pollen, smog, smoke, dust)	X						X	X			Up to 8 hrs.										
8.	Gas, fumes, odors	X			X						X	Up to 5 min.										
9.	Electrical	X			X						X	Up to 1 hour										
10.	Water	X				X				X		Up to 10 min.										
11.	Biohazard	X				X					X	Up to 2 hrs.										
12.	HazMat (includes solvents, ammonia, lead, asbestosis, paint, welding, corrosives)	X				X					X	Up to 1 hour										
13.	Flammable, combustible	X			X						X	Up to 20 min.										
14.	Noise (above 85dB)	X				X					X	Up to 20 min.										
15.	Vibration	X				X					X	Up to 30 min.										
16.	Explosives			X																		
17.																						
18.																						

		Essential		Essential								Non-Essential (optional)								
		Essential		Frequency					Occurrence			Frequency					Occurrence			
D.	**Communication and Sensory Demands**	Y	N	N	S	O	F	C	D	I	P	N	S	O	F	C	D	I	P	Comments *Identify for which function each is required*
1.	Sight	X						X	X											1,2,3,4,5,6
2.	Smell	X						X	X											1,2,3,4,6
3.	Hearing	X						X	X											1,2,3,4,5,6
4.	Taste	X			X						X									1,3,5,6
5.	Tactile, touch (e.g., hot, texture)	X			X						X									1,3,4,6
6.	Speaking	X					X		X											1,2,3,4,5,6
7.	Reading	X					X		X											1,2,3,4,5,6
8.	Writing (inc. keyboarding)	X					X		X											1,2,3,4,5,6

			Essential		Essential									Non-Essential (optional)									
			Essential		Frequency					Occurrence				Frequency					Occurrence				
E.	**Equipment, Vehicles, Machinery**		Y	N	N	S	O	F	C	D	I	P	Duration	N	S	O	F	C	D	I	P	Duration	Comments
1.	Office equipment	keyboard	X				X			X			Up to 10 min.										
		copier, fax	X			X						X	Seconds										
		telephone, cell	X				X				X		Up to 5 min.										
		pen, stapler, etc.	X			X					X		Seconds										
		postage, binding			X																		
2.	Hand tools		X				X				X		Up to 10 min.										
3.	Safety equipment/PPE		X				X					X	Up to 30 min.										
4.	Private passenger vehicle		X				X					X	Up to 1 hour										
5.	Golf cart, utility vehicle				X																		
6.	Motorcycle, bicycle				X																		
7.	Light utility vehicle or truck		X				X				X		UP to 1 hour										
8.	Heavy utility vehicle				X																		
9.	Earthmoving equipment		X				**X**					X	Up to 2½ hrs.										Backhoe, Loader
10.	Construction equipment		X				X					X	Up to 2½ hrs.										Backhoe, Loader, Sweeper
11.	Transit equipment				X																		
12.	Landscaping equipment		X				X					X	Up to 2½ hrs.										Backhoe, riding mower
13.																							
14.																							

Completed by: Jana Currie Title: Personnel/Accounting Specialist

Company: City of Bishop

Signature: _____ Date: _____

Employer Representatives:

Name: Deston Dishion Signature: _____ Date: _____

Name: Signature: _____ Date: _____

CITY OF BISHOP

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

Small Town with a Big Backyard!

Department of Public Works
Building Permits Issued

9/2024

Building Permit Fees Collected: $12,103.26

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
9/5/2024	Pritchard Family Trust 407 West Line Street Allen's Construction	Reroof building	$28,000.00	$2.80	$1.00
9/1/2024	Derek Stephans 475 West Line Street Bishop Heating and Air, Inc.	HVAC	$19,961.16	$2.80	$1.00
9/3/2024	WPK Land Company, LTD 487B West Line Street Plum Design & Construction	New Access Door	$20,000.00	$5.60	$1.00
		Commercial Totals	**$67,961.16**	**$11.20**	**$3.00**
Residential					
9/19/2024	Patricia Ellis 462 Clarke Street High Country Lumber	Pellet Stove	$9,374.37	$0.72	$1.00
9/5/2024	Travis Powell 174 North Third Street Ivan Avalos	Relocate Meter Panel	$8,000.00	$0.72	$1.00
9/1/2024	Jane V. Hsu 474 Short Street Clear Choice Pool Company	Swimming Pool	$45,000.00	$5.85	$2.00
9/23/2024	Laura Gleason 275 May Street	Remodel SFR to Duplex	$200,000.00	$26.00	$8.00
9/3/2024	Aaron Schat 369 East Pine Street Rudolph Construction	Foundation Repair	$10,000.00	$1.30	$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
9/1/2024	Grace Voorheis 425 Clarke Street Berger Solar Electric, LLC	Solar	$34,618.00	$4.50	$2.00
9/5/2024	Michelle Pettit 619 Grove Street	ADU	$100,000.00	$13.00	$4.00
		Residential Totals	**$406,992.37**	**$52.09**	**$19.00**

City of Bishop
Planning Commission

There will be no Planning Commission Meeting
October 29, 2024

The next regularly scheduled meeting will be
November 26, 2024

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

Agenda Item: 15.A
Date of Meeting: October 28, 2024
Department: Police

STAFF REPORT

To:	City Council
From:	Nate Derr
Subject:	**First Reading and Introduction of a Proposed Ordinance Relating to Regulating Encampments and Sleeping on Public Property**
Prepared On:	October 18, 2024
Attachments:	Ordinance - Relating to Encampments and Sleeping on Public Property

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Background/History:

On June 28th 2024 the US Supreme court ruled on *Grants Pass v. Johnson* concerning the enforcement of anti-camping laws and their implications for homelessness. Specifically, it involves a legal challenge to ordinances that criminalize the act of sleeping in public spaces. The case centers around whether such laws violate the Eighth Amendment's prohibition on cruel and unusual punishment, especially in the context of a person who is homeless and has no viable alternative to sleeping in public.

In response to growing concerns about public health and safety, California Governor Gavin Newsom issued an executive order that impacts how cities handle anti-camping laws. The order allows and encourages cities to enforce such laws more strictly but emphasizes the need for balancing enforcement with providing sufficient shelter and services for homeless individuals.

The *Grants Pass v. Johnson* case and Governor Newsom's executive order are connected through their focus on balancing enforcement of anti-camping laws with the rights and needs of homeless individuals. The case addresses constitutional concerns about criminalizing homelessness, while the executive order provides a framework for cities to enforce these laws responsibly.

Analysis/Discussion:
Currently the City of Bishop does not have a camping ordinance. This leaves Officers little to

no direction when addressing camping or sleeping on public property within the City limits. The proposed Ordinance with attached response procedure and abatement form including a resource guide for individuals experiencing homelessness, will put the City of Bishop in line with State and Federal standards and into compliance with State and Federal law regarding camping on public property.

Additionally this will align with the City of Bishop's strategic plan Mission 1: Build and create community and support a vibrant, pedestrian-friendly city by investing in public spaces and supporting downtown events and activities.

Economic Impacts:
This item would provide for a more family friendly downtown, which can increase overall business revenue.

Budget Impacts:
There are no budget impacts.

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

Recommended Action:
Council consideration to approve the first reading and introduction of the proposed ordinance by title only.

An Ordinance of the City Council of the City of Bishop, State of California, Amending Title 8 of the Bishop Municipal Code by Adding Chapter 8.05 Relating to the Regulating of Encampments and Sleeping on Public Property and Determining Such Ordinance to be Exempt From Environmental Review Under the California Environmental Quality Act.

Approved By: Ethan Aukee 10/21/2024
Approved By: Robin Picken 10/21/2024
Approved By: Deston Dishion 10/21/2024
Approved By:

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING TITLE 8 OF THE BISHOP MUNICIPAL CODE BY ADDING CHAPTER 8.05 RELATING TO THE REGULATING OF ENCAMPMENTS AND SLEEPING ON PUBLIC PROPERTY AND DETERMINING SUCH ORDINANCE TO BE EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

WHEREAS, the City of Bishop is committed to protecting the life, health, and safety of its residents and all the people within the geographical boundaries of the City; and

WHEREAS, on June 28, 2024, the U.S. Supreme Court issued its decision in Johnson v. City of Grants Pass, Oregon. Among other things, the Supreme Court held that the Eighth Amendment does not prohibit cities from enforcing laws regulating camping on public property (144 S.Ct. 2202); and

WHEREAS, the Council finds that certain public lands within the City's geographical boundaries pose significant health and safety hazards to people who make shelters and stay overnight in these areas; and

WHEREAS, the Council finds that some of these public lands are environmentally sensitive and may be significantly damaged by unregulated human activity; and

WHEREAS, all legal prerequisites to the adoption of this Ordinance have occurred.

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

SECTION 1: Chapter 8.05 of the Bishop Municipal Code (Camping on Public Property) is hereby amended in its entirety to read as follows:

§ 8.05.010. Purpose
§ 8.05.020. Definitions
§ 8.05.030. Prohibited– Unauthorized sleeping, camping, and storage of personal property on public property
§ 8.05.040. Exceptions
§ 8.05.050. Enforcement

§ 8.05.010 – Purpose

The public streets and areas within the city should be readily accessible and available to residents and the public at-large for use consistent with the public area's designated purpose. The use of these areas for camping purposes or storage of personal property interferes with the rights of others to use the areas for the purposes for which those

areas were intended. This chapter aims to maintain public streets and areas within the city in a clean and accessible condition.

§ 8.05.020. Definitions

The following definitions apply to the use of these terms for purposes of this chapter:

“Camp” means to place, erect, maintain, pitch or occupy camp facilities and/or to use camp paraphernalia.

“Camp facility” includes, but is not limited to, tents, huts, or other temporary physicial shelters, including but not limited to, cots, beds, sleeping bags, hammocks or bed rolls.

“Camp paraphernalia” includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, hammocks or non-city-designated cooking facilities, and similar equipment.

“Public property” means any publicly owned property in the city, including any of the following; public parks, public alleyways, public parking lots, public passageways, public right-of-ways, publicly owned or maintained landscaped areas or greenbelts, sidewalks, curbs, public educational institutions, including properties owned by Bishop Unified School District, or other government-owned properties located within the city.

“Sleep” means sleeping at any time between the hours of 10:00 p.m. and 6:00 a.m. in or on any public property or on any streets, sidewalks, alleys, public rights-of-way, or any other public property within the city.

“Store” means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

“Street” includes, but is not limited to, all highways, avenues, lanes, alleys, courts, places, squares, sidewalks, parkways, curbs, or other public ways in this city which have been or may hereafter be dedicated and open to public use, or such other public property so designated in any law of this state.

§ 8.05.030. Prohibited – Unauthorized sleeping, camping, and storage of personal property on public property

It is unlawful for any person to sleep, camp, and/or store personal property on any public property within the city.

§ 8.05.040. Exceptions

This chapter shall not apply to the following:

a. Anyone sleeping or camping in a specified camping area designated by the city. The City Council may, by resolution, establish one or more specified camping areas. Such camping areas, if any, may be located on public property.

b. Any event involving camping that is approved or sponsored by the city.

§ 8.05.050. Enforcement

The provisions of this ordinance shall be enforced by the Bishop City Police Department or designated enforcement officers. Upon discovering a violation, the enforcement officer shall issue a warning to the individual involved, providing a reasonable amount of time to vacate the area.

Failure to comply with the warning may result in a citation or a fine. Violation of this Chapter may be prosecuted as a misdemeanor subject to the fines in the Bishop Municipal Code Chapter 1.14.

Section 2: Compliance with CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA"), pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

Section 3. **Effective Date.** This Ordinance shall be in full force and effect 30 days after its passage and adoption in accordance with Government Code section 36937.

Section 4. **Severability.** If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, or the application thereof to any person or place, is for any reason held to be unconstitutional or invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or places.

Section 5. Publication. The City Clerk shall certify to the passage of this Ordinance by the City Council of the City of Bishop, California, and cause the Ordinance to be published once within 15 days after passage in a newspaper of general circulation published and circulated in the City in accordance with Government Code section 36933.

PASSED, APPROVED AND ADOPTED this ___ day of November, 2024.

_____
Jose Garcia, Mayor

Attest:

By: _____
Robin Picken, City Clerk

Agenda Item: 15.B
Date of Meeting: October 28, 2024
Department: Police

STAFF REPORT

To:	City Council
From:	Nate Derr
Subject:	**First Reading and Introduction of a Proposed Ordinance Relating to Prohibiting Public Urination and Defecation**
Prepared On:	October 18, 2024
Attachments:	Ordinance - Relating to Prohibiting Public Urination and Defecation

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Background/History:

In California, public urination and defecation are generally not classified as distinct crimes but can be addressed under Penal Code 372, which deals with public nuisances. Here's how it works:

1. **Public Nuisance Definition**: PC 372 defines a public nuisance as an act that disrupts the public's right to enjoy their property or public spaces. While public urination and defecation can be seen as nuisances, they often need to meet certain criteria to be prosecuted under this code.

2. **Multiple Incidents Requirement**: To successfully enforce PC 372, law enforcement may need to demonstrate that the behavior has occurred repeatedly by the same individual, or that it is part of a broader pattern affecting the community. This can complicate enforcement, as officers may have to document numerous instances before they can take action.

3. **Challenges in Enforcement**: The requirement for repeated offenses makes it challenging for officers to address these issues promptly. If individuals are only committing the act once or sporadically, law enforcement is not always able to take immediate action. This has lead to frustrations in the city as we experience rising incidents of public urination and defecation. An alternative solution many Cities have adopted is a Local Ordinance to provide clearer paths for enforcement, allowing officers to address public urination and defecation more directly without having to rely solely on state penal codes.

Analysis/Discussion:
This ordinance will align with the City of Bishop's strategic plan Mission 1: Build and create community and support a vibrant, pedestrian-friendly city by investing in public spaces and

supporting downtown events and activities.

This ordinance will also align with Inyo County Code 9.36.

Economic Impacts:
There are no economic impacts.

Budget Impacts:
There are no budget impacts.

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

Recommended Action:
Council consideration to approve the first reading and introduction of the proposed ordinance by title only.

An Ordinance of the City Council of the City of Bishop, State of California, Adding Chapter 8.26 to the City of Bishop Code of Ordinances, Prohibiting Public Urination and Defecation.

Approved By: Ethan Aukee 10/21/2024
Approved By: Robin Picken 10/21/2024
Approved By: Deston Dishion 10/25/2024
Approved By:

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING CHAPTER 8.26 TO THE CITY OF BISHOP CODE OF ORDINANCES, PROHIBITING PUBLIC URINATION AND DEFECATION.

WHEREAS, the City of Bishop is responsible for providing for the health, safety and welfare of its residents, visitors, animals, wildlife, and water supply; and

WHEREAS, under Cal. Const. art. XI, §7, cities may make and enforce within their limits all local, police, sanitary and other ordinances not in conflict with general laws; and

WHEREAS, if uncontrolled by proper treatment, human feces and urine can pollute the environment and cause adverse health and safety impacts; and

WHEREAS, the Bishop Police Department reports that an increasing number of human beings are urinating and defecating in public, so that the urine and feces cannot be contained and properly treated; and

WHEREAS, the City of Bishop, California, pursuant to the provisions of the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §§21000 and following) and State CEQA Guidelines (14 CCR §§15000 and following) has determined that this ordinance is not a project under CEQA pursuant to Title 14, Section 15378 (b)(5) of the California Code of Regulations.

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

SECTION 1. The above recitals are true and incorporated into this ordinance.

SECTION 2. Chapter 8.26 is here hereby added to the City of Bishop Code of Ordinances, to read as follows:

Chapter 8.26 – PUBLIC URINATION AND DEFECATION PROHIBITED

8.26.010 – Public Urination and Defecation Prohibited.

It shall be unlawful and a misdemeanor for any person to urinate or defecate in or upon any street, sidewalk, alley, plaza, park, waterway, public building or public maintained facility, or any place open to the public or exposed to public view. This section shall not be construed so as to prohibit the use for urination or defecation the lawfully constructed restroom facilities designed for the sanitary disposal of human waste.

SECTION 3. **ENVIRONMENTAL DETERMINATION.** The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines,

and the City's environmental procedures, and has been found to be not a project under Section 15378 (b)(5) of the CEQA Guidelines.

SECTION 4. **INCONSISTENCIES.** Any provision of the Bishop Code of Ordinances or appendices thereto inconsistent with the provisions of this ordinance, to the extent of such inconsistencies and/or further, is hereby repealed or modified to the extent necessary to affect the provisions of this ordinance.

SECTION 5. **SEVERABILITY.** If any provision or clause of this ordinance or the application thereof to any person or circumstances is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other provisions or clauses or applications of this ordinance which can be implemented without the invalid provision, clause or application; and to this end, the provisions of this ordinance are declared to be severable.

SECTION 6. **EFFECTIVE DATE.** This ordinance shall be in full force and effect commencing thirty (30) days after its final adoption and a summary hereof shall be published once within fifteen (15) days in The Inyo Register, a newspaper of general circulation printed and published in the County of Inyo and circulated in the City of Bishop and hereby designated for that purpose by the City Council.

SECTION 7. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner and form provided by law in The Inyo Register, a newspaper of general circulation printed and published in the City of Bishop, State of California, which said newspaper is hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED this ___ day of November, 2024.

_____
Jose Garcia, Mayor

Attest:

By: _____
Robin Picken, City Clerk

Agenda Item: 15.C
Date of Meeting: October 28, 2024
Department: Community Services

STAFF REPORT

To: City Council

From: Dan McElroy

Subject: **Award Construction Bid for the Community Garden Enhancement Project**

Prepared On: October 21, 2024

Background/History:
On October 23rd, 2023, the City of Bishop in partnership with the Friends of the Eastern Sierra Community Gardens applied for the California Urban Greening Grant through CNRA. The City of Bishop was awarded this grant in the amount of $138,920.80. The Community Garden Enhancement Project will provide for Irrigation amendments, ADA concrete accessibility, and a Pergola construction at the Bishop City Park Community Garden location. The Community Services Department released the Community Garden Enhancement Project for Bidders on August 16th, 2024, and was advertised for 30 days. On September 16th there were no current bidders. The Community Services Department then extended the deadline to October 18th, 2024, at 2pm.

Analysis/Discussion:
The City of Bishop and the Friends of the Eastern Sierra Community Gardens developed construction plans for the Community Garden Enhancement Project. The estimated cost of construction is for $75,00.00 to $85,000.00. On October 18th, 2024, at 2pm sealed bids were opened and recorded for the Community Garden Enhancement Project. The Community Services Department received 1 bid, from Clair Concrete Inc. The low bid was from Clair Concrete Inc. in the amount of $88,324,00.

Economic Impacts:
There are economic impacts for this project. The Community Garden Enhancement Project will create necessary upgrades to the existing Community Garden location at the Bishop City Park. These upgrades will provide for a more welcoming environment at this location. The Bishop City Park is centrally located in the downtown corridor. Due to this location and its access to local businesses, we believe there will be economic impacts by increased visitation to local businesses.

Budget Impacts:
The budget impacts are as follows: This item was a budgeted for in the Parks and Recreation 2024-2025 budget. The total budgeted amount is $138,920.80. The total cost of construction is

$75,000.00 to $85,000.00. The awarded Clair Concrete Inc. bid is for $88,324.00. This Project is grant funded through the CNRA Urban Greening Grant and will be reimbursable amount for the Community Garden Enhancement Project.

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

Recommended Action:
Council consideration to:

- Award the Community Garden Enhancement Project contract to Clair Concrete Inc. in the amount of $88,324.00
- Authorize the execution of the construction contract with Clair Concrete Inc.
- Authorize the expenditure in a not-to-exceed amount of $88,324.00 including 10% contingency.

Approved By: Deston Dishion 10/23/24
Approved By:
Approved By:
Approved By:

Agenda Item: 15.D
Date of Meeting: October 28, 2024
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **Formation of Grant in Support Review Ad Hoc Committee**

Prepared On: October 24, 2024

Background/History:
Historically, the City Council has formed an ad hoc committee to review grant in support applications and make decisions on the awarding of grant funds to grantees.

Analysis/Discussion:
For the FY 2024-25 grant in support program, the ad hoc committee should be formed prior to the month of November. Following formation, the ad hoc committee should meet during the month of November to review all applications received and make decisions on each application received as to whether grant funds are awarded. City staff will relay the results of the ad hoc committee review to each applicant no later than November 30th, 2024.

Economic Impacts:
The grant in support program has unique economic impacts on the City of Bishop and the impacts vary from year to year. The economic impacts for FY 2024-25 will be better understood following the awarding of funding to applicants.

Budget Impacts:
No budgetary impacts at this time.

Legal Review:
Legal review is not required.

Recommended Action:
City Council to choose two council members to serve on the Fiscal Year 2024-2025 Grant in Support Review Ad Hoc Committee.

Approved By: Ethan Aukee 10/24/2024
Approved By: Robin Picken 10/24/2024
Approved By: Deston Dishion 10/24/2024
Approved By: